

The Tama County Conservation Board met in regular session on Wednesday, January 2, 2013, in the library, Tama County Nature Center, Otter Creek Park.

Chairman Keenan called the meeting to order at 7:05 p.m.. Members present were: Adolphs, Atchison, Keenan, McCool and Wrage. Also present: Etzel and Wise.

Minutes from the regular session of December 5, 2012, were read. It was moved by Wrage, seconded Adolphs to accept the minutes as read, carried. (All voting aye)

The following bills were presented:

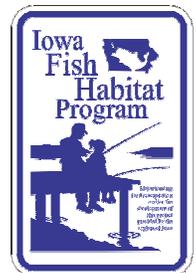
TO BE PAID FROM GEN'L FUND			
		Amount of Bill	Category Total
0001-22-6100-000-41200 Postage			
USPS	100 stamps- @ \$0.45 ea	45.00	45.00
0001-22-6100-000-26000 Office Supplies			
Staples Contract & Commercial, Inc.	#7000363948 dry erase set, receipt book (2), inkjet paper (5 rms), binder clip	77.10	77.10
0001-22-6100-000-26100 Magazines & Books			
Traer Star Clipper	1 yr subscription- Traer Start-Clipper (thru 17Jan14)	41.60	41.60
0001-22-6100-000-41400 Telephone			
Verizon	16Dec12, 484-2231 (office)	22.18	
	19Dec12, 484-4157 (payphone)	15.11	
	16Dec12, 484-5314 (shop)	14.47	
Windstream	18Dec12, 484-2231 (office), 484-4157 payphone	128.60	
	18Dec12, 484-5314 (shop)	56.68	
		237.04	237.04
0001-6110-101-22-223 Salary- Main Supervisor			
Wise, Craig	7-Dec-12	1,584.80	
	21-Dec-12	<u>1,584.80</u>	
		3,169.60	3,169.60
0001-6110-101-22-224 Salary			
Dolash, Ron	7-Dec-12	1,456.80	
	21-Dec-12	<u>1,456.80</u>	
		2,913.60	2,913.60
0001-22-6110-000-25050 Fuel			
New Century FS	#001926 20Nov12 unleaded gasohol, 230.8 gals @ \$2.6340/gal	607.93	
	FET (LUST)	0.23	
	State Motor Fuel Tax @ \$0.19 per gal	43.85	
	Hazmat handling fee	2.08	
	#001927 20Nov12 #1 ULS Dyed 15 ppm, 100.4 gals @ \$3.5828 per gal	359.71	
	FET (LUST)	0.10	

	Hazmat handling fee	0.90	
	Sure Flo IV 320 gl tote	<u>18.50</u>	
		1,033.30	1,033.30
0001-22-6110-000-25450 Mt Veh- Minor Repair			
Carquest of Toledo	#14452-68760 air fil, bulbs, halogen beam, oil, masking tape, HD silicone spray	39.73	
Hawkeye	#X102000882:01 for Intl 4900 dump truck, oil pan and gasket	701.87	
Iowa DOT	#08440 2.0 blade grader hardened 6'	146.08	
J&V Auto Parts	#448251 hose ends, hose;#448127 hose ends, hose;#447501 misc parts	297.24	
MV Motors	#12963 '08 Ford Pickup, starter- parts and labor	<u>319.90</u>	
		1,504.82	1,504.82
0001-22-6110-000-29050 Min Equip- hand tools			
Shopko	#3208 phone for main shop	24.99	24.99
0001-22-6110-000-29252 Main & Supplies			
Alasco Rubber & Plastics	#12521 Repair Cuesta Systems TS-601 traffic counter	122.39	
Goodwin Tucker Group	#525501 NC- Vulcan Stove- element bottom 240V	178.72	
Hrabak Lumber	#0137616-IN misc for NC kitchen floor;#0137872-IN roof patch (12)	977.42	
Poweshiek Water Assoc.	Water, OCP- West 19Dec12 Prev: 204K, Current: 209K, Used: 5K	60.90	
	Water, OCP- East 19Dec12 Prev: 201K, Current: 201K, Used:0K	35.00	
Spahn & Rose Lumber	#2661788 patch, acrylic (8), caulk gun stand	41.11	
Tama Co. Highway Dept	#36 16 copies- NC plans (for diorama project)	66.00	
Tama Co. Solid Waste	Landfill fees- November	31.20	
Wilkerson Hardware	#A76219 black cable tie 8" and 10-3/4"	<u>13.98</u>	
		1,526.72	1,526.72
0001-22-6110-000-43000 LP Gas			
New Century FS	Pre-paid LP purchase, Ticket #16058, 27Dec12		
	425 gals LP @ \$1.459/gal = \$620.08, LPER = \$2.13, HAZ = \$3.83		
	Shop= 300 gals, Main residence = 125 gals		
	Begin Bal = \$3,966.80, Current bal = \$3,340.76		
0001-22-6110-000-43100 Electricity			
Grundy Co REC	OCP thru 1Dec12, 5,935 KWH- meter #1	597.73	
	Meter #2 (NC), 2,765 kwh	176.96	
	Security lights	156.00	
	Credit- patronage dividend	<u>-151.55</u>	
		779.14	<u>779.14</u>

	Total Bills Submitted, Gen'l Budget		11,352.91
TO BE PAID FROM LAD Account			
0027-22-0210-000-44710 LAD Account- FEMA Storm damage			
Treasurer, State of Iowa	DR#1763, PA ID 171-URQGT-00, PW's #8859 & #8894 reimburse to feds	13,862.30	
	Total Bills Submitted, LAD Account		13,862.30
TO BE PAID FROM NC Trust Account			
0031-22-6120-000-29272 Rec Supplies			
Auditor, Tama County	Reimburse Auditor- used her charge card to purchase Toshiba laptop	1,686.51	
Staples Contract & Commercial	#7000363948 double ticket roll (for IACCBE-Winterfest)	9.99	
	Total Bills Submitted, NC Trust Account		1,696.50
	Total All Bills Submitted		26,911.71

Moved by Adolphs, seconded Wrage to approve bills, carried. (All voting aye).

Reports and Correspondence. Staff Report Wise reported on work started or completed during December including trash cleanup at McCoy and Manatt's Landings, work on playground at TF Clark's Park, mechanical repair, drywall removal- Nature Center Exhibit Room./ **Iowa's Water and Land Legacy Initiative** Etzel updated the Board on the IWill Initiative. In 2010 63% of voters in the state approved the question posed on the ballot to establish the Natural Resources and Outdoor Recreation Trust Fund. The passage also designated that the first 3/8 of one cent of any future sales tax increase would generate revenues for this fund. Etzel reported that an effort to increase the sales tax by 3/8 of one cent will be pursued in this legislative session. He also reported that, as per board recommendation, the Tama County Conservation Board has signed on as a supporter of this initiative./ **Pond Project** The pond project located in Parcel A- Hansen Addition has been completed and final payment issued to the contractor. Etzel will be filing for reimbursement from the Iowa DNR on portions of the project funded by the State Fish Habitat Grant Program./ **Nature Center Exhibit Component** The Nature Center Exhibit Team had met with Terry Brown, Museum Professionals, on December 9 to discuss certain aspects of the Phase One- Diorama portion of the project. Brown met with contractors on December 10 relative to the project. Etzel reported that Mike and Aaron Haughey will be doing work in the display room to prepare for eventual diorama installation in late 2013. Also, Conservation Board staff will be doing the drywall removal to help save money on the project./ **Grants- Nature Center Exhibits** Etzel reported that the state CAT grant program has suspended consideration of any projects for possible funding until April at the earliest and most likely July. This delay forces the board to initiate Phase One- Diorama at this time without CAT support and will pursue support of Phase II when the program begins accepting grant applications. On the positive side he has received a report via the grant writer that Black Hawk Gaming might be open to consider a grant application for the Exhibit Component./ **Wildlife Habitat Stamp Grant Review** The grant application seeking funding assistance for acquisition of the Salt Creek Mitigation property will be considered by the grant review board on January 18./ **Winterfest Training Workshop** Staff will be attending the annual training workshop planned by the Iowa Association of County Conservation Board Employees on January 22-24./ **Tama Soil & Water Conservation District** The Tama SWCD has donated services to perform a dormant seeding of native forbs and grasses on the ground adjacent to the new pond constructed in Parcel A- Hansen Addition. The Conservation Board voiced their great appreciation for the Tama SWCD's ongoing support of the Hansen Addition project.



New Conservation Board Member The Board welcomed new Conservation Board member Allan Atchison, Toledo. Atchison has been appointed to serve on the board from January 1, 2013, until December 31, 2017. Atchison and his wife have a strong interest in Otter Creek Lake and Park having camped at the lake for decades and volunteering to make the facility a better place for park visitors. He also has other varied conservation interests.



FY '14 Budget Discussion The board considered a proposed budget for FY '14. The board had an in-depth discussion on issues facing the board. One of the major topics discussed was the infrastructure needs of the facilities managed by the Board. A list of capital projects was presented. Etzel pointed out that many of the projects were higher cost maintenance projects rather than new facilities or structures, many of them located at Otter Creek Lake and Park, the largest and most heavily used facility managed by the conservation board.

From fiscal year 1997 through fiscal year 2004 the Supervisors supported the efforts to address infrastructure needs by funding the Capital Projects line item of the Conservation Board at \$50,000 per year. Great strides were made during that eight year period addressing sorely needed park improvements. Starting in FY '05 the capital projects line item was reduced to \$33,774 per year. Since that time more needs have surfaced and projects have become backlogged for several years.

Relative to the infrastructure needs the Board discussed the difference between the capital projects line item within the general operational budget and the special accounts of the Board. The Board was in agreement that the capital projects line item has historically been used and should continue to be used to address projects many of which are due to degrading and outdated infrastructure on the facilities. The Conservation Board members also felt the Land Acquisition and Development (LAD) Account and the Resource Enhancement and Protection (REAP) Account are funds held and built up to address projects of larger scale such as water quality projects, future silt removal from Otter Creek Lake, land acquisition, construction of the Nature Center, etc. Account moneys are often used (as cost share) to leverage grants to allow pursuing these larger projects.

As part of the FY '14 budget the board discussed salaries of the conservation board staff. As presented in the budget the salaries were as follows:

Director	\$46,898
Maintenance Supervisor/Park Ranger	\$42,883
Maintenance Technician	\$38,820
Seasonal Staff (Park Rangers and Conservation Aides)	\$27,517

It was moved by Adolphs, seconded Wrage that the salaries as presented be accepted for inclusion in the FY '14 budget, carried. (All voting aye)

2013- 2014 TAMA COUNTY BUDGET WORKSHEET					Approved by Board:
Dept Name: <u>Conservation</u> Dept No.: <u>22</u>					
					Proposed
CAPITAL PROJECTS	Actual	Actual	Budgeted	Re-estimated	Budget
Description	2010-2011	2011-2012	2012-2013	2012-2013	2013-2014
Buildings-Perm Improvmnt					
0001-22-0210-000-61094	18,422	11,759	33,774	30,532	50,000
Buildings-Perm Landscape					
0001-22-0210-000-62494					
Activity Totals	18,422	11,759	33,774	30,532	50,000

					Proposed
	Actual	Actual	Budgeted	Re-estimated	Budget
ADMINISTRATION	2010-2011	2011-2012	2012-2013	2012-2013	2013-2014
Salary- Director					
0001-22-6100-100-661	44,322	45,262	46,171	46,171	46,898
Stationery & Forms					
0001-22-6100-000-26000	842	1,472	1,500	1,800	1,800
Magazines/Books					
0001-22-6100-000-26100	97	97	100	100	100
Wearing Apparel					
0001-22-6100-000-29400	157	188	250	250	250
Off Pub, Legal Not					
0001-22-6100-000-40000	292	218	900	500	900
Postage					
0001-22-6100-000-41200	347	351	450	450	450
Employee Mile/Subsist					
0001-22-6100-000-41300	642	705	730	673	750
Telephone					
0001-22-6100-000-41400	2,482	2,644	3,000	3,000	3,000
School of Instruction					
0001-22-6100-000-42200	711	1,102	1,000	700	1,000
Dues & Memberships					
0001-22-6100-000-48000	1,545	1,545	1,545	1,545	1,545
Office Equip & Furniture					
0001-22-6100-000-63600	0	0	0	100	200
Activity Totals	51,435	53,584	55,646	55,289	56,893
					Proposed
PARK MAINTENANCE	Actual	Actual	Budgeted	Re-estimated	Budget
& OPERATIONS	2010-2011	2011-2012	2012-2013	2012-2013	2013-2014
Main Supv/Ranger					
001 6110 101 22 223			42,096		42,883
Conservation Tech					
001 6110 101 22 226			38,190		38,820
Seasonal Workers					
001 6110 101 22 224			26,797		27,517
Total Salaries	101,442	101,317	107,083	106,857	109,221
Fuels					
0001-22-6110-000-25050	11,071	12,008	15,000	15,000	15,000
Tires & Tubes					
0001-22-6110-000-25350	672	1,195	2,031	2,031	958
Minor Motor Vehicle Parts					
0001-22-6110-000-25450	11,743	9,945	12,000	12,000	12,000

Minor Equip & Hand Tools					
0001-22-6110-000-29050	321	80	200	200	780
Recreational Supplies					
0001-22-6110-000-29252	40,212	40,922	46,000	42,000	50,000
Wearing Apparel					
0001-22-6110-000-29400	190	0	230	230	230
Natural & LP Gas					
0001-22-6110-000-43000	7,542	8,131	9,000	9,000	9,000
Electric Light & Power					
0001-22-6110-000-43100	13,576	13,618	14,000	12,825	15,000
Agricultural & Horticultural					
0001-22-6110-000-63000	9,500	0	26,000	26,000	0
Motor Vehicle					
0001-22-6110-000-63597	0	26,000	0	0	26,000
Shop Equipment					
0001-22-6110-000-63700	545	585	550	550	1,043
Activity Totals	196,814	213,801	232,094	226,693	239,232
General Supplemental Funds					
ADMINISTRATION					
FICA (7.65%)					
0002-22-6100-000-11000	3,363	3,435	3,532	3,532	3,588
IPERS (10.27%)	(9.95%)	(9.97%)	(10.27%)		(10.14%)
0002-22-6100-000-11100	4,356	4,457	4,742	4,742	4,755
Health Ins- Co Share (Admin.)					
0002-22-6100-000-11300	14,437	14,437	14,437	14,437	14,437
TOTALS	22,156	22,329	22,711	22,711	22,780
PARK MAINTENANCE & OPER.					
FICA (7.65%)					
0002-6110-000-11000	7,733	7,723	8,192	8,192	8,355
IPERS (8.67%)	(6.95%)	(8.07%)	(8.67%)		(8.93%)
0002-6110-000-11100	5,795	6,306	6,961	6,961	7,296
Health Ins- Co Share (Pk. Main.)					
0002-6110-000-11300	14,447	14,447	14,448	14,448	14,448
TOTALS	27,975	28,476	29,601	29,601	30,099
Activity Totals General Supp	50,131	50,805	52,312	52,312	52,880
Department Totals	316,801.74	329,948.72	373,825.72	364,826.00	399,004.24

The Board reviewed and discussed the entire budget and supporting materials as presented. After discussion it was moved by Adolphs, seconded McCool that the budget as presented be accepted for consideration of the Board of Supervisors, carried. (All voting aye)

After discussion of assorted conservation topics it was moved by Wrage, seconded Atchison to adjourn, carried, Adjourned 8:35 p.m..

CHAIR

VICE-CHAIR