

The Tama County Conservation Board met in regular session on Wednesday, November 7, 2018, at the Tama County Nature Center, Otter Creek Lake & Park. The meeting was called to order by Acting Chair Wrage at 7:05 p.m.. Members present were: Adolphs, Atchison, and Wrage. Also present: Etzel, Wise, Tammy Wise (Human Resources) and Kendall Jordan (Supervisor). [Note: In Chair Keenan's absence Wrage served as acting Chairman and Adolphs as acting Vice-chair.]

Minutes from the regular session of October 3, 2018, were read. It was moved by Adolphs, seconded Atchison 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
0001-22-6100-100-661 Salary- Director			
Etzel, Robert	5-Oct-18	2,123.96	
	19-Oct-18	<u>2,123.96</u>	
		4,247.92	4,247.92
0001-22-6100-000-41200 Postage			
USPS	300 1st class postage stamps @ \$0.50 each	150.00	150.00
0001-22-6100-000-26000 Office Supplies			
Staples	#2121145691 misc office supplies	58.84	58.84
0001-22-6100-00-41400 Telephones			
Verizon	1Oct18 484-2231 (office)	16.47	
Windstream	18Oct18, 484-2231 (office)	78.32	
	18Oct18, 484-5314 (shop)	<u>59.97</u>	
		154.76	154.76
0001-22-6100-000-42200 School of Instruction			
Iowa's County Conservation System	Fall IAN Workshop- registration- Roberts 7Nov-9Nov18, Black Hawk County	87.00	87.00
0001-6110-100-22-223 Salary- Main Supervisor		-	
Wise, Craig	5-Oct-18	1,920.80	
	19-Oct-18	<u>1,920.80</u>	
		3,841.60	3,841.60
Salary- Conserv Tech/Park Ranger			
Ryan Rieger	5-Oct-18	1,618.40	
	19-Oct-18	<u>1,618.40</u>	
		3,236.80	3,236.80
Salary- Naturalist/Park Ranger			
Roberts, Logan	5-Oct-18	1,618.40	
	19-Oct-18	<u>1,618.40</u>	
		3,236.80	3,236.80
0001-6110-101-22-224 Salary- Seasonal			
Bergmann, Sandy	5-Oct-18	623.50	-
	19-Oct-18	605.38	-
Gumm, Brian	5-Oct-18	494.50	-
	19-Oct-18	<u>488.75</u>	-
		2,212.13	<u>2,212.13</u>
	TOTAL ALL PAYROLL	12,527.33	
001-22-6110-000-25050 Fuel			
New Century FS, Inc.	#B0003614808, 205.7 gals unleaded @ \$2.3773/gl	489.01	

	FET (LUST)	0.21	
	State fuel tax @ \$0.2900/gal	59.65	
	Hazmat Handling fee	1.85	
	#B0003614807, 119.6 gals DX Gold ULS Dyed (diesel) @ \$2.7608/gal	330.19	
	Hazmat Handling fee	1.08	
	FET (LUST)	0.12	
	Sure-flo IV 265 gal	13.50	
		895.61	895.61
0001-22-6110-000-25450 Mt Veh- Minor Repair			
Hawkeye Truck Equipment	hitch plate for IH 4900 dump truck plow	546.94	
Sandhill Auto Salvage	#278790 door switch	35.00	
J&V Auto Parts	#522777 hose ends, hose; #523115 USS nuts; #523230 de-ice, padlock, flags; #523218 hose.	359.50	
	hose ends, bidy, fitting; #523506 tailgate support cable ('01 Dodge)	941.44	941.44
0001-22-6110-000-29050 Min Equip- hand tools			
Tama Toledo Ace Hardware	#015789 tape measure	19.99	19.99
0001-22-6110-000-29252 Main & Supplies			
Central Iowa Distributing	#171306 mildew remover, refresh, urinal blocks, etc,	825.70	
Cooley Pumping LLC	#85424 porta potties (2)- OCP; #854425 porta potty-lke;s Trtact	330.00	
	#84533 lke's 11Sep- 8Oct18, #84532 OCP 11Sep- 8Oct18	330.00	
Dolezal Farm Supply	#0119002 Straw bales (3)	15.00	
Etzel, Robert	Registration - District 1 Mtg (Poweshiek County) Etzel, Rieger, Roberts & Wise @ \$10 ea	40.00	
	Lunch- CCPOA workshop 10Oct18	10.00	
Grainger	#9943716549 Masterlock padlocks (keyed alike) (14)	181.86	
Harrison Fishery Inc.	#7832 6"- 8" walleye (600)	1,500.00	
Hrabak Lumber Co	#800736 credit memo; #008351 2x12 treated, lags; #008371 4' caps, 4" T 2x12 treated;		
	#008388 6x100 non perf tile., 6" coupling and end cap, #008255	408.88	
IDALS	Renewal- pesticide applicator certification- Wise- 3 yr renewal	15.00	
Marshall Glass Inc.	#1044901 glass repair- JD4030	130.57	
Menard's	#96148 6" altrium gate 6"	6.99	
Pheasants Forever	Firebreak mix- 4 acres Reinig Wildlife Refuge & Nature Study Area	240.00	
Plumb Supply	#5495674 breaker (3)	97.71	
Poweshiek Water Assoc.	Water, TFCP 25Oct18 meter read, for Sep/Oct, Prev: 19K, Current: 22K, Used: 3K	52.30	
	Water, OCP- West 25Oct18 meter read, for Sep/Oct, Prev: 1274K, Current: 1284K, Used: 10K	93.25	
	Water, OCP- East 25Oct18 meter read, for Sep/Oct, Prev: 792K, Current: 807K, Used: 15K	119.50	
	Water, OCP- Residence 25Oct18 meter read, for Sep/Oct, Prev: 111K, Current: 114K, Used: 3K	52.30	
RC Systems	#5790 Battery- NC alarms	42.41	
Schendel Pest Control	#01-0220388 bi-monthly pest control, #01-0225054 permieter treatment	220.00	
Superior Welding	#S875254 oxygen 125 CF	34.65	
Scharnweber's Water Cond.	Septic backup- main residence, replace lift pump	1,106.00	
Tama Co Solid Waste Disposal Commission	Landfill fees- Sept, Oct	113.80	
Tama Toledo Ace Hardware	#015789 bulb, duct tape, letter kit, number kit, sign	57.92	

		6,023.84	6,023.84
0001-22-6110-000-43100			
Electricity			
Grundy County REC	OCP thru 1Oct18, 8,339 KWH- meter #1		
	1,201 kwh- meter #2 (NC)		
	security lights	156.00	
	Monthly service charge	39.00	
	energy charge	892.06	
	PCA public bldgs	-31.69	
	Aux meter	124.90	
	PCA Auxillary meter	-4.56	
Traer Municipal Utilities	TFCP thru 15Oct18, 153 KWH		
	Base charge	20.00	
	Electricity	17.65	
	Sec llight	30.56	
	PCA	-0.34	
		1,243.58	1,243.58
0001-22-6110-000-63700			
Shop Equipment			
Van Wall Equipment	#1000789 HLA65 Battery hedge trimmer, AP300 battery, AL300 charger	486.78	486.78
0001-22-0210-000-61094			
Permanent Improvements			
Scharnweber Water Cond., Inc.	South Loop Project- electrical upgrades (partial)	17,980.00	
TrueGrid Pavers	South Loop Renovation- ADA #000841 Pro Plus Pavers 3,280 sq ft, Super Spot Reflectors (112)	<u>8,119.20</u>	
		26,099.20	<u>26,099.20</u>
		Total Bills Submitted, General Budget	52,936.29
From Nature Center Trust Account			
0031-22-6120-000-29272			
Main & Supplies			
Fareway Stores	Misc Env Ed supplies #00125671, #00099357; #00091817, #00057389; #00095056; #00077016; #00049670, #00091554	106.69	
ISU Americorps 4-H Env Educ Program	County portion of quarter-time grant	1,800.00	
VISA	19Oct Walmart misc supplies Vamos a pescar grant	<u>219.69</u>	
		2,126.38	
		Total Bills Submitted, Nature Center Trust	2,126.38
		Total All Bills Submitted	\$55,062.67

Moved by Adolphs, seconded Atchison to approve bills as presented, carried. (All voting aye).

Reports and Correspondence. Maintenance Report Wise updated the Board on work started or completed during October. The work included: **Otter Creek Park and Hansen Addition Fall Festival**- set-up and tear down, trimming along hiking trail, winter shut-down of some park components, cage & trim landscape trees, south loop renovation- water line project- work relative to prepping south loop for construction, winterization of equipment/ **TF Clark Park** trim trees./ **Naturalist Report** The Naturalist Report was shared with the Board regarding October programming (313 people reached)./ **Meetings/Workshops Attended** All staff attended the District 1 meeting in Poweshiek County on 4Oct, Etzel, Wise attend CCPOA training at Camp Dodge 9- 10Oct, Wise, Rieger attended Pesticide Certified Applicator class on 17Oct../ **Fall Festival** The Board discussed the Fall Festival held on 7Oct. Weather



was not the friend of this year's event however a decent turnout was present. It was pointed out it was encouraging to see little kids attending with their families for the day's activities../ **Walleyes** On 23Oct 600, 6"- 8" walleye were stocked into Otter Creek Lake./ **Grants- Prairie Partners Grant** It was reported that a grant from the Prairie Partners Program has been secured for seed to plant a pollinator planting at the Reinig Wildlife Refuge and Nature Study Area. The grant will be used to retire the crop field at the facility and was valued at \$5,740./ **South Loop Camp Area Renovation** Staff updated the Board on the work underway to renovate the South Loop camp area at Otter Creek Lake and Park. Work has included setting the electrical distribution panel, pulling all the old pedestals, setting new transformers and sentry pole. Water service work has included running two inch line from the well house down to south loop. It is hoped the electrical and waterline work will be completed in the next 10- 14 days, After water & electrical work is complete construction of the six new back in campsites will be pursued. Two of the back-in sites will be built to ADA accessible standards.

Transition to New Director The Board, with the assistance of Tammy Wise, Human Resources, had an in-depth review and discussion of the job description and the housing policy documents.



Cessford/OMG Property Etzel relayed that he had been in contact with representatives of Cessfords/OMG regarding naming of the property. An example of a facility sign for the area was shared. The sign reflects the language the corporation requested to recognize their donation of the property. After discussion it was moved by Adolphs, seconded Atchison that the property be named Oxbow Bottoms Wildlife Area and that the language requested by the donor is acceptable for placement on the facility sign, carried. (all voting aye)

The Board discussed lack of progress on the ROW easements as requested by adjoining landowners.

Iowa Americorps 4-H Environmental Education Program Word has been received that a grant has been awarded to the conservation board to participate in the program during 2019. The grant is to help fund a quarter-time position for an environmental education intern during spring into mid-summer, 2019. The county share of the grant is \$1,800.



Etzel shared the agreement for the grant and explained that notice has been received that the county must enter into the agreement (due November 19) and pay the county share by December 3. There were a few requirements in the grant that Etzel would like to discuss with human resources prior to signing the agreement.

After discussion it was moved by Atchison, seconded Adolphs that the board enter into the agreement to participate in the Iowa Americorps 4-H Environmental Education Program contingent upon consideration and approval of the grant requirements by Tama County Human Resources, carried. (all voting aye)

Moved by Atchison, seconded Adolphs that Etzel will serve as agent for the Board in signing all documents relative to participation in the Iowa Americorps 4-H Environmental Education Program, carried. (all voting aye)

Other business Etzel relayed that four pieces of county conservation equipment had been placed for sale on Craig's list. The equipment was no longer of value to the daily operations of the board. The items are 1991 International 4900 dump truck, 1985 Cronkhite hauling trailer, 1973 International 1000 sickle mower, and Ford 910 6' rotary mower. He reported the Cronkhite trailer had been sold for \$2,500. A check has been received for the International sickle mower for \$300 but had not been picked up yet. Two persons are planning to look at the rotary mower but no legitimate interest has been shown to date for the dump truck.



After discussion of several conservation topics it was moved by Atchison, seconded Adolphs to adjourn, carried. (all voting aye) Adjourned 9:00 p.m.

CHAIR

VICE-CHAIR