

1. **Call to Order**

Jim Steer, Acting-Chairman, called the regular meeting of the Des Moines County Conservation Board to order at 5:32 p.m. at the Des Moines County Conservation Administration Building.

Those Members Present: James Steer, Jim Garnjobst and LaVon Worley

Those Members Absent: Stacey Rector, Cathy Ziglar

Others Present: Director Lee and Joel Behne

2. **Additions and Deletions to Agenda:**

- a. LaVon Worley requested that a Volunteer be added to #12 Informational Items/Correspondence

3. **Delegations/Public Input:**

4. a. **Approval of Minutes:**

#52. Motion by Lavon Worley, seconded by Jim Garnjobst, to approve the minutes of the June 12, 2013 Board Meeting. Motion passed unanimously by those members present.

5. **Approval of Report of Activities for June 2013:**

#53. a. Motion by Jim Garnjobst, seconded by LaVon Worley, to approve the reports of activity for June 2013. Motion passed unanimously by those members present.

6. **Approval of Claims for June 2013:**

#54. a. Motion by LaVon Worley, seconded by Jim Garnjobst, to approve the claims for June 2013. Motion passed unanimously by those members present.

7. **Acceptance of Donations:**

- a. Harry & Virginia Murray Foundation. \$2,000 for Hunt Woods.
- b. Janice Gibson for Zion Church School. \$40.00 toward the Leopold Heritage Group.
- c. Kathy Zurmuehlen, \$305.00 in Memorial funds for Robert Zurmuehlen, Big Hollow Crappie Fishing Tournament.
- d. Nancy Brazier, \$100.00 in Memorial funds for Robert Zurmuehlen, Big Hollow Crappie Fishing Tournament.
- e. Fine Arts League. \$500.00 for Nature Art Camp 2013.
- f. Michael Duncan of Bettendorf, IA \$10,000 donation for Big Hollow.

8. **Committee Reports:**

- a. **Shooting Range:** Jim Steer noted that minutes from the past meeting had been sent to all members. No other report.
- b. **Flint River Trails:** Jim Garnjobst reported that he spoke with Justin Bushong, SEIRPC, and learned that with the recent rains there was some minor damage to some areas of the FRT. There is one washout that needs to be repaired but there is no money available to that repair. There will be a meeting in late July to determine how to proceed with that repair.

The Official Grand Opening is scheduled for a date to be announced in August. The Un-official opening has been as there are many bicyclists already utilizing the trail.

- c. **Observatory:** Cathy Ziglar, No report.
- d. **REAP:** Stacey Rector. No report. Director Lee advised that grants are due August 15 and we will be applying for a grant on Baker property and possibly on the BH Wastewater project.

9. **Project Updates:**

Director Lee:

- Big Hollow now has 19 RV sites with electric. The July 4th Holiday weekend saw those campsites fill up almost immediately. The other sites had RV's on them as well. Campers and other visitors to the park have been giving extremely positive feedback on our progress and the park. All of our camping areas provided a good revenue stream over the holiday week. Big Hollow alone took in \$2,206.00 for this period.
- With the exception of a couple of arrests for alcohol on the beach the park areas were quiet and citizens well behaved.
- The new budget year for FY13/14 has begun. Conservation returned \$33,766 to the general fund from the FY12/13 budget. The Board of Supervisors had asked all departments to be frugal and Conservation more than complied!
- The cabin at BH is nearing completion. A slight problem with the epoxy that was applied to the floor has appeared. That problem is being addressed and as soon as the furnishings arrive the cabin should be ready for rental.
- The summer camps have been proceeding and there have been many compliments regarding the quality of the educational and social qualities that are provided for the kids. Staff will continue with summer camps throughout July.

10. **Old Business:**

- a. Strategic Planning.
Based upon prior work session. See New Business.

11. **New Business:**

- a. Strategic Planning based upon prior work session:
- 1) Current listing of priorities to be revised by all members individually.
 - a) Current revisions need to be passed on to all board members for individual review.
 - 2) Need for another work session has been established.
 - a) Date of work session to be determined at a later date.
 - 3) Prioritize the final list.
 - 4) Time frame for completion to be established.
 - 5) Individual input from Board Members Rector and Ziglar after their review of this work session revisions.
 - 6) After the above information has been compiled it will be emailed to all members.

12. **Informational Items/Correspondence/Board Comments:**

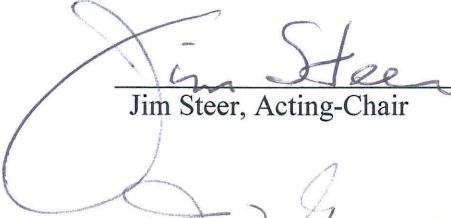
- a. Kent Rector:
Director Lee advised board that Kent has recently completed his probationary period. His pay was increased as agreed upon during his hiring. Kent has hit the ground running. He has a passion for the job and is constantly thinking of ways to improve the current programs. Director Lee expressed that he was expecting many good programs and projects from EE/PR Manager Rector.
- b. Big Hollow Burglary. Director Lee reported to the board that BH had experienced a burglary and/or theft from a RV during the past holiday week. That investigation led to an arrest of an individual. He has been charged and will appear in court to answer to those charges. This same individual was also charged with Destructive acts as he and his camping group cut down an oak and a walnut tree in the primitive campsite area. Restitution for those damaged trees has been requested.

12. **Continued: Informational Items/Correspondence/Board Comments:**

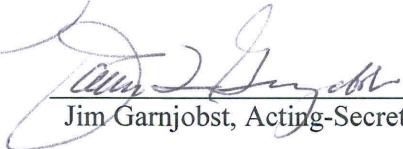
- c. Letter of Appreciation. As a result of the burglary/theft complaint and subsequent arrest a letter was sent to Park Ranger Rogge commending him for his locating the stolen items and return to the owner. The owner and author of this letter was a Sharon Gohsman of Eagle, Michigan. The letter was read into the record. The original will be forwarded to Ranger Rogge and a copy placed into his personnel file.
- d. Annual Reports. Director Lee advised the board that he would be changing the format for annual reports. Reports will be presented as one during the August meeting instead of individually throughout the fall and winter meetings as they have in the past.
- e. Policy Book. Director Lee let the board know that the current employee handbook was being revised. He asked how the board would prefer to review the old, hard copy, and compare it to the new, electronic copy, so that it could be ultimately approved. Those board members present indicated that they would like to stop by when their time allowed and look at the old and new documents one-on-one. It was agreed by those members present that this is how that review would be completed.
- f. Volunteer. Board member Worley advised the he had spoken with George Grunther, a retired teacher, who has been volunteering recently at Big Hollow. LaVon advised that George could not say enough good about the quality of the Conservation Staff and the job that they do on a daily basis.

13. **Adjournment:**

- # 55. a. A motion by LaVon Worley, seconded by Jim Garnjobst, to adjourn the July 10, 2013 board meeting. Motion passed unanimously by all members present. Meeting adjourned at 6:05 p.m. Next meeting will be held at the Des Moines County Administration Office at 13700 Washington Road in West Burlington, IA The meeting will be held at 5:30 p.m. The public is welcome.



Jim Steer, Acting-Chair



Jim Garnjobst, Acting-Secretary/Treasurer