

1. Call to Order

Jim Garnjobst, Chair, called the regular meeting of the Des Moines County Conservation Board to order at 5:30 p.m. at the Des Moines County Conservation Administration Building.

Those Members Present: Jim Garnjobst, Cathy Ziglar, James Steer and Angela Vaughan

Those Members Absent: LaVon Worley

Others Present: Supervisor Jim Cary, EE Manager Kent Rector, Natural Resource Manager Jeremy Yost, Director Chris Lee, Office Manager Joel Behne.

2. a. Additions and Deletions to Agenda:

Add Annual Report to #12 Information

3. Delegations/Public Input:

a. None

4. a. Approval of Minutes for August 03, 2016:

#41. Motion by Angela Vaughan, seconded by Cathy Ziglar, to approve the minutes of the August 03, 2016 Board Meeting. Motion passed unanimously by those members present.

5. Reviewed Reports of Activities for August 2016:

6. a. Approval of Claims for August 2016:

#42. Motion by Angela Vaughan, seconded by James Steer, to approve the claims for August 2016. Motion passed unanimously by those members present.

7. Acceptance of Donations:

- a. Scott Steer. \$400.00 – Striped parking lot for Southeast Iowa Astronomy Club at Big Hollow.
- b. Michael M. Oetken Estate. \$100.00 for the Leopold Heritage Group.
- c. James & Pamela Farr. \$100.00 for the Flint River Trail.
- d. Ducks Unlimited Inc. Greenwing. \$2,000. To purchase three canoes for SCNC.
- e. Moore's Professional Carpentry, Kevin Moore. 4 hours labor at \$65.00 per hour. Total donation \$260.00.
- f. Advance Chiropractic. \$653.68. Starr's Cave Fun Run proceeds.

8. Committee Reports:

a. **Shooting Range:** No report.

b. **Flint River Trails:** Angela Vaughan: No report.

c. **Observatory:** James Steer. No report.

d. **REAP/IWILL:** Cathy Ziglar. No report.

Director Lee reported that the REAP Grant hearing will be held in Des Moines, Iowa on Tuesday September 13th.

9. **Project Updates: By Director Lee**

- a.
- Volunteer Dinner was well received. Director Lee would like to keep the venue the same for future Volunteer Dinner events. Need to do more advertising. Would like to have some feedback from those who attended. What did they like or not like? What would they change?
 - Labor Day weekend was a success in our parks. Not as busy as last year but still busy enough to collect \$3,755.00 in total revenue.
 - River has been up and down consistently. Docks have had to be placed and removed several times. Director will try to make sure they are in for duck hunting season if the river permits.

10. **Old Business:**

- a. None.

11. **New Business:**

a. **Request to use Hunt Woods for public safety training exercise.**

A letter was received from Captain Paul Klees, USAF Civil Air Patrol. They, in conjunction with the Des Moines County Sheriff's Office and Emergency Management's CERT Team, would like to use the Hunt Woods Park for their training session on October 9th, 2016 from 7:00 a.m. to noon.

#43. Motion by James Steer, seconded by Cathy Ziglar, to authorize the use of Hunt Woods on October 9th, 2016 from 7:00 a.m. to noon as requested for training by the Civil Air Patrol, Des Moines County Sheriff's Office and Des Moines County Emergency Management CERT Team. The entrance to be signed appropriately and gate closed during the training hours. Motion passed unanimously by those members present.

b. **Staffing & salary adjustments:**

Director Lee presented a proposal to immediately fill the vacant Operations Supervisor position with a Conservation Technician instead, then use the resulting salary savings to award merit-based salary increases to six of the existing hourly staff in January. Overall, this would save the county over 3% in salary expenses. Staffing and salary structures will be continually reassessed as planned developments are completed and visitation increases at Big Hollow over the next couple of years.

#44. Motion by James Steer, seconded by Cathy Ziglar, to approve the recommended staffing and salary adjustments as proposed by Director Lee. Motion passed unanimously by those members present.

c. **Starr's Cave Concerts:**

Chairman Garnjobst indicated that he requested that this be placed on the agenda as he wanted to discuss the time it takes EE Manager Rector to accomplish. His question was whether this is worth the effort and/or cost associated with the program.

Kent advised that there are normally about 7 months when the concerts are performed. They bring in citizens that would not normally be involved with the Nature Center or Conservation. The door charge goes totally to the performers. We partner with the "Under the Water Tower" group in Donnellson and others. Kent spends approximately 140 hours of time per year to set up, tear down, clean, and be available during concerts. Kent also places the PSA's and other marketing for the events as needed. The event's refreshments are provided entirely on a voluntary basis by Mary Margaret. Concerts generally bring in about fifty attendees.

Chairman Garnjobst indicated he'd like to see a volunteer organization, something like the Model Airplane Club or the Bow Hunters Club, take over this event. Kent advised he would see what he could accomplish and would check with some of his current volunteers to see what they thought of the idea. For now the concerts will continue as they have in the past.

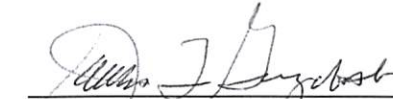
12. **Informational Items/Correspondence:**

a. **Annual Report:**

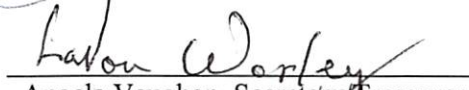
This is the time of the year that the Annual Report is provided. As it was presented to the Board at the Annual Awards Banquet, it was not believed to be necessary to go through it again. Director Lee wanted to make sure everyone had a copy that wanted one. Director Lee will present the Annual Report to the Board of Supervisors at an upcoming Supervisors Board Meeting.

13. **Adjournment: Meeting adjourned at 7:06 p.m.**

Next meeting will be held at the Des Moines County Administration Office at 13700 Washington Road in West Burlington, IA. Meeting will be held at 5:30 p.m. on Wednesday October 05, 2016. The public is welcome.



James Garnjobst, Chair



Angela Vaughan, Secretary/Treasurer

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