

1. Call to Order

Jim Steer, Chair, called the regular meeting of the Des Moines County Conservation Board to order at 5:35 p.m. at the Des Moines County Conservation Administration Building.

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

Those Members Absent:

Others Present: David Wiemer, Chris Lee and Office Manager Joel Behne

2. Additions and Deletions to Agenda:

- a. The minutes under #7 Acceptance Donations from Jeff Jennison & Riley Paint Co. was changed from Leopold Landscape Alliance to reflect Leopold Heritage Group. Correction requested by LaVon Worley. Note. The minutes were changed as noted above before the minutes were accepted under #4. a.

3. Delegations/Public Input:

- a. Director Lee interjected that an individual may arrive later and will wish to address the board.

4. a. Approval of Minutes for August 05, 2015:

#58. Motion by Angela Vaughan, seconded by Cathy Ziglar, to approve the minutes of the August 05, 2015 Board Meeting with earlier indicated correction. Motion passed unanimously by those members present.

5. Approval of Report of Activities for August 2015:

#59. a. Motion by Jim Garnjobst, seconded by Angela Vaughan, to approve the reports of activity for August 2015. Motion passed unanimously by those members present.

6. Approval of Claims for August 2015:

#60. a. Motion by LaVon Worley, seconded by Jim Garnjobst, to approve the claims for August 2015. Motion passed unanimously by those members present.

7. Acceptance of Donations

- a. Murray Foundation. \$10,000. Starr's Cave Nature Center Restoration Project. Year two of a five year grant.

8. Committee Reports:

- a. **Shooting Range:** Jim Garnjobst. No report
- b. **Flint River Trails:** Cathy Ziglar. No report.
- c. **Observatory:** LaVon Worley. Reported that a business meeting was held on August 21st. They have a Full Color Book for sale at \$15.00 each. LaVon indicated they are well done and extremely interesting. He will try to have one for board members to review at the next meeting. Thought it might be something the board might wish to promote.
- d. **REAP:** Jim Steer had no report. Cathy Ziglar reported that she had just received an email with REAP Assembly locations, date and times. Ours will be held on Tuesday, October 13th at 6 pm at the Starr's Cave Nature Center Leopold Loft.

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

a. **Big Hollow:**

- Engineers now have a permit and they are going to re-estimate some of the costs for the wastewater site engineering and design work to include site surveying. Up to now we have just had conceptual designs. They should have that design work completed after the first of the year. Director hopes to be into the fundraising and will hopefully be able to proceed at that time.
- Final Archaeology report should arrive sometime after the Labor Day Holiday.
- Big Hollow will, hopefully, be experiencing one of our bigger camping weekends over the Labor Day Weekend.

b. **Starr's Cave Nature Center Upgrades:**

- Renovation work on the Nature Center continues. Currently waiting on Kevin Moore's schedule to open up and some cabinetry to arrive.
- Director Lee and staff have been working on an updated strategic plan for Environmental Education.

c. **Flint River and Big Hollow Trails.**

The engineers are working on the design for the parking lot at Big Hollow. Director has a final MOA for the vacation of 155th mud road and easements for the trail. Director plans to go see the owners over the weekend. Once that is completed Director plans to take it to the Supervisors and then to this board for approval.

Starr's Cave Park & Preserve design work is in the preliminary stages.

Presenting to the Preserves Board, to update them as to what is taking place within SCP&P might be scheduled for October. More likely it will be scheduled for January of 2016. A letter requesting certain project variances is being drafted and will be submitted to DOT for review and approval. This will allow for a narrower trail corridor and hand labor crews to do the work rather than bidding it out to earthmoving contractors. This will help maintain the integrity of the preserve.

d. **Other**

DOT wetland requirements for the new Hwy 61 project may require the purchase of approximately 15 acres of land somewhere to mitigate. Chris and Jeremy met with a DOT rep and discussed the possibility of purchasing property adjacent to Hickory Bend along Flint Creek. If selected, DOT would buy the property and conduct their mitigation and then turn the property over to Conservation. This would assist us in access and in squaring up the currently owned property.

10. **Old Business: Big Hollow Donor Recognition/Info Kiosk**

The Des Moines County Conservation Board met at 4:30 p.m. this date for a work session on this subject. Much was discussed as it applies to the future of a Donor Recognition/Info Kiosk to be placed at Big Hollow. This donor wall was a part of the fundraising effort for the Big Hollow Lake Project. Amy Laue and Roy Dixon representing Lyda, Burrus & Metz Monuments of Burlington attended the work session to present some options for consideration.

Items discussed:

- Budget Amount needed for this project
- Size and shape of the wall and or Kiosk
- Size of brick or plate by donor level
- Granite vs Brick vs Stone vs Acrylic

- Etched letters vs embossed letters
- Flag pole size and location
- Cost of any and/or all options
- Donor Levels

The board noted that although much progress has been made there is much yet to do. A work session was scheduled for September 30th, 2015 to start at 4:30 p.m. at the Administration Office for Des Moines County Conservation.

Among the items discussed previously were the levels at which amounts at which the donor recognition would cover. The following list was agreed upon by the board.

Donor Levels

- Level 7 Range: \$250,000 Plus
- Level 6 Range: \$100,000 – 249,999
- Level 5 Range: \$50,000 – 99,999
- Level 4 Range: \$25,000 – 49,999
- Level 3 Range: \$10,000 – 24,999
- Level 2 Range: \$5,000 – 9,999
- Level 1 Range: \$1,000 – 4,999

#61. a. Motion by Jim Garnjobst, seconded by Angela Vaughan, to approve above listed Donor Levels for the Donor Wall. Motion passed unanimously by those members present.


11. New Business:
a.

12. Informational Items/Correspondence:
a. Asana program tutorial/discussion:

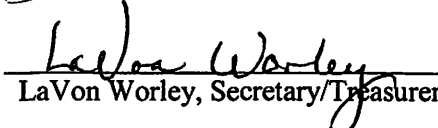
Director Lee shared a request, via Asana, with the board. Director requested that they move away from the Intranet that has been used in the recent past. Using this system along with Asana for staff is a duplication of data entry. All documents can be viewed on Asana as they have been on Google Intranet without the difficulty of signing in and out of a program they do not use for anything else.

#62. a. Motion by Jim Garnjobst, seconded by Angela Vaughan, to approve using Asana in place of the Google-based intranet site. Motion passed unanimously by those members present.

13. Adjournment: Meeting adjourned at 6:55 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 07, 2015. The public is welcome to attend.



Jim Garnjobst, Vice Chair



LaVon Worley, Secretary/Treasurer