

**Regular Meeting
Buchanan County Conservation Board
July 16, 2019**

The regular meeting of the Buchanan County Conservation Board was held on July 16, 2019 at the Fontana Interpretive Nature Center. The meeting was called to order by Board President Loren Hamilton. Board members present: Anita Miller, Andy Crump, Ron Wolfe and Karen Stephenson. Others present: Director Dan Cohen and Secretary Diane Johnson.

Motion Crump/Miller to approve agenda and June 16, 2019 minutes. All Ayes, motion carried.

Motion Wolfe/Stephenson to approve claims as follows. All Ayes, motion carried.

Alliant Energy	\$1174.05	Andrew Anderson	\$1565.00
Blake Streicher	\$100.00	Bruening Rock	\$408.64
Consolidated Energy	\$894.78	Cy & Charley's	\$107.00
Dan Deery	\$328.50	Diane Johnson	\$600.09
Elaine Walker	\$530.57	Fareway Foods	\$41.04
Hawkeye Alarm	\$72.00	IA. Reg. Utilities	\$564.53
Independence Bulletin Journal	\$72.99	Indp. Light & Power	\$125.04
Jacob Schwarting	\$1520.00	JD Financial	\$396.35
Michael Maas	\$68.07	Paul Niemann Const.	\$35.40
Precision Plumbing	\$208.65	RACOM Corp.	\$36.25
Samantha Hanson	\$1512.50	Signs & More	\$123.50
Spahn & Rose	\$189.44	Steve Sauer	\$15.00
Treasurer of Iowa	\$289.00	Walmart Community	\$38.19
Waste Mgmt.	\$187.00	Windstream	\$271.47

Cohen updated the Board on the Iron Bridge Access. A pre-construction meeting will be held July 18 at 9:00 am. Cohen stated cost for using limestone retaining wall could be \$10,000 over estimate, and the subcontractor suggested using "Rosetta Stone" as lower cost alternative. Cohen passed around information about this product. Motion Wolfe/Stephenson to have Rosetta Stone installed rather than limestone. All Ayes, motion carried.

Cohen informed the Board that a \$10,000 check was received from the Buchanan County Community Foundation for the Iron Bridge project.

Cohen informed the Board that the Richardson-Jakway house roof has been losing wooden shingles, with some rotting and falling apart. He further stated that the Richardson-Jakway Foundation has offered to fund to a roofing project. Research needs to be done to determine what type of materials can be used to meet the standards for the House's listing on the National Register of Historic Places. No action taken.

Cohen read the Board the resignation letter of Park Tech Steve Sauer. Motion Crump/Miller to accept the resignation. All Ayes, motion carried.

Cohen discussed the Park Technician job description, wage and pre-employment physical with the Board. Motion Wolfe/Stephenson to approve posting of the position and hiring at the recommended wage range. All Ayes, motion carried.

A draft of the proposed East Cabin floor plan was discussed. The Board would like to meet at the site at the beginning of next month's meeting. No action taken.

The Directors report was submitted as follows:

- Attended meetings of Upper Wapsipinicon River Watershed Management Authority Technical Committee; Buchanan County Community Foundation; Buchanan County Department Heads; Buchanan County Safety Committee; Buchanan County Tourism; Bird Friendly Iowa (phone).
- Field Staff: Staff maintained park roads, conducted plantings for landowners; cut dead trees and invasive shrubs, worked on Buffalo Creek pavilion road, began spraying/mowing roses, parsnip, vetch, and other invasive species; and spraying food plot and tree-planting prep area at Roberts Wildlife Area. Cracked stools were replaced in showerhouse. Some staff took vacation ahead of their anniversary dates. One staff person is no longer working.
- Naturalist Staff: Naturalists (and intern) have been busy with the summer camps schedule (multiple sessions four days a week) as well as several civic and youth programs. Public programs included: Animal Encounters (eagle, foxes, snakes); Nature Kids – raccoons; owl program for Outdoor Journey for Girls, OWLS – stroll through our ecosystem; Sneaky Snakes and things that Crawl; Rain Garden Development; Young Families Canoe Float; Nature STEM (water). Mourning kayak paddling was cancelled due to weather. Michael will be gone on paternity leave in the coming month. Cabell is planning a youth wilderness trip (trip is full).
- Still awaiting written confirmation of the verbal notification that FEMA will approve the mitigation plan to install concrete steps from the Main Shelter to Otter Creek at Fontana. Completed final document for 2017 FEMA flood (included alternative project for Buffalo Creek pavilion).
- Planned a dedication for the new pavilion at Buffalo Creek to coincide with a dedication for the larger county bridge project east of Winthrop – July 17 – 11:30 a.m. Developed an informational pamphlet (agenda item)
- Submitted the request to receive the grant funds from Wellmark Foundation (check should arrive in August). Attended the Buchanan County Community Foundation Grant Awards Ceremony and received the check for Iron Bridge Access. (agenda item)
- Sent and received a signed contract from Eastern Iowa Excavating and Concrete. Also requested and received the certificate of liability insurance and listing of subcontractors. Printed sales tax exemption forms from Department of Revenue for use by general and subcontractors. Scheduled the preconstruction meeting for July 18. (agenda item)
- Sold heifer bison as per the June meeting. The bison cow donated from Polk CCB arrived very skinny and with some wounds, which were being doctored. Ended up putting the bison down after she had a ruptured gut (possibly gored).
- Contracted to have hay mowed and bailed at Ham Marsh. The hay is for feeding our bison herd.

- Developed and distributed a survey monkey poll to all county conservation directors, assessors, and boards of supervisors, ahead of a panel discussion to be held during ISAC in August. This is ahead of the anticipated legislative attack next session.
- Was notified about an assault incident at Littleton Dam. Engaged in a conference call with Nate Hoogeveen (Rivers Program and McGlaughlin Easement) and Dakota Drisch (DNR Conservation Officer).
- Sought quotes to replace air conditioner at Jakway Ranger residence, as per FY20 budget. Old unit required repair.
- Contacted East Buchanan telephone regarding providing wifi/satellite television options in Jakway Campground, as per the June meeting. Work should be installed by fall (available for 2020 camping season. Also inquired about a similar option for Fontana.
- Shingles at Richardson-Jakway House have been rotting and falling off. The R-J Foundation has funds for new roofing. I will be checking with the National Register of Historic Places about other roofing material. (agenda item)
- Edited some of the drone video for parks display, and ordered the interactive whiteboard for display in the nature center (funded by FFP).
- Worked on a new draft for a potential floor plan for East Entrance building (Agenda Item).
- Purchased additional mattress covers for cabins, due to rentals occurring on more weekdays. Checked with City Laundry for options for laundering service (perhaps donated).
- Worked with the Buchanan County Tourism marketing group on a logo and other outreach needs.
- Completed all employee evaluations and staff interviews. Notified a staff person he had not made meaningful progress on areas from past evaluation. He chose to resign effective July 8. Karen Stephenson (Buchanan County HR) attended the meeting and conducted the county portion of the exit interview. (agenda item)
- Updated the Conservation Technician job description, and began advertising to fill the position (agenda item).
- Was notified about another well that exists at Cortright. Still searching to locate it among the sea of nettles and brambles.

Cohen stated he would like to move ahead with the budgeted replacement of the old air conditioner at the Jakway Ranger Residence. Motion Wolfe/Crump to accept low quote on the replacement air conditioner and proceed. All Ayes, motion carried.

A dedication for the new Buffalo Creek Pavilion was held on July 17 at 11:30 am.

The next regular meeting of the Buchanan County Conservation Board will be held Monday, August 19 at 6:00 pm. Members should first meet at the East Entrance cabin site, before proceeding to the Board room.

Motion Wolfe/Stephenson to adjourn. All ayes, meeting adjourned at 7:00.

Diane Johnson
Secretary