

The regular meeting of the Page County Conservation Board was held Tuesday, January 13, 2026, at the Board's office.

Members present included William Greenleaf, Rick Rivers, Rudy Brownfield and Zac James. Connie Cade was absent. Also present were staff Spunaugle and Stevens.

Guests present included Alan Mortimore, Larry Shum and Jeff Eshelman.

The meeting was called to order at 6:30 p.m. by Vice-Chair Zac James.

Approve the Agenda: Motion by Greenleaf, seconded by Brownfield to approve the Agenda as presented. All in favor and motion carried.

Approve Minutes: Minutes of December 9th were submitted. Motion by Brownfield to approve the Minutes of December, seconded by Greenleaf. All in favor and motion carried.

Approve Claims: The claims for December 17th and December 31st were then reviewed. Motion by Greenleaf to approve the claims as discussed, second by Rivers. All in favor and motion carried.

Director's notes were then read:

- I had applied for \$21,000 grant from the Cy Rapp and Carolyn Rapp Charitable Trust back in October for the shower building at Pioneer and I got the acceptance letter on Friday!
- My new truck got in today, so I am hoping to pick that up tomorrow.
- They are almost finished with the new roof on the pit toilet by the oldest shelter at Pierce that was damaged during the storms last spring.
- Still working on the timber trails at Pierce Creek and now have all of the trees cut down to widen it and am working on cutting off the stumps. I still have an area at the entrance of the timber trail that I need to cut several trees down for a reroute because of erosion but will do that after I have cut my stumps and pushed back the tree debris on the rest of the trail.
- Office Work: I have been working on our budget, looking at grants, updated our information on mycountyparks website and still cleaning out old documents that need shredded.
- At the end of this month, I have a training called Winterfest that lasts for 2 ½ days. I have a copy of the many educational training sessions they offer.

Public comments from Jeff Eshelman regarding operation of range hours and would like to request Sunday 1 p.m. to 1 hour before sunset as like the other days. He would like this to be placed on the February agenda for further discussion.

Old Business was the review of parameters for board mileage compensation. According to Article V – Expenses and reimbursements. 5.1 – Actual and necessary expenses incurred in the performance of their duties as Board members and staff shall be paid from the Conservation board budget. Actual and necessary travel with personal vehicles shall be reimbursed at the maximum rate provided in Section 70A.9, Code of Iowa legislature. Motion entered by Greenleaf to keep paying mileage as discussed in Article V, seconded by Brownfield. All in favor and motion carried.

New Business included Election of Officers, range SOP updates, review of By-laws, PPE policy and County owned motor vehicle policy and 2026/2027 budget work.

Elections were then held. For position of Secretary, Greenleaf indicated he would like to remain as Secretary, seconded by Brownfield. For the position of Chair – Brownfield nominated Zac James, seconded by Rivers. All in favor. For the position of Vice Chair, Greenleaf nominated Brownfield, seconded by Rivers. Nominations then ceased. Slate of Officers for 2026 is as follows – Zac James – Chair, Rudy Brownfield, Vice-Chair and Bill Greenleaf as Secretary.

Yearly review of the gun range SOP then followed. The Director wanted to have law enforcement organizations (Section 4) exempt from following the SOP and cleanup but leave in proof of authority will be needed at all times. An amendment of references and changes will be placed in the SOP. Eshelman indicated that with the SOP and RSO or CRSO must be at the range; Greenleaf and Eshelman also mentioned about special events such as Ladies Basic Pistol class, hunter safety class and 4<sup>th</sup> of July open house (this will be placed on the February agenda for discussion). Motion by Rivers, seconded by Greenleaf to approve the exemption. All in favor and motion passed.

In review of the By-laws, the Director would like to discuss Article VII – Expenditure of Funds by removing Section 7.4 (Director is authorized to make purchases of up to \$5,000 without Board approval) and rename 7.5 to 7.4 to read expenditures over \$10,000 shall be made on the basis of at least three (3) quotations from qualified firms or suppliers with the approval of the Conservation Board before purchase for emergency situations. Motion by Brownfield to accept and approve the change in Section VII, seconded by Greenleaf. All in favor and motion carried.

The PPE policy was reviewed and no changes were noted. Motion by Brownfield, to accept the PPE policy, seconded by Rivers. All in favor and motion carried.

The Motor vehicle policy on county owned vehicles was reviewed with no changes noted. Motion by Greenleaf to accept the Motor Vehicle Policy, seconded by Brownfield. All in favor and motion carried.

Budget work commenced with the Director going through each line item explaining why it was budgeted the way it is. Director's salary was discussed at length with comparison to

other counties similar to Page County and her law enforcement status. Motion entered by Brownfield to accept the proposed 2026/2027 budget as presented, seconded by Rivers. All in favor and motion carried.

In Board communication, Greenleaf had reached out to a member of the equestrian group on scheduling of activities.

The Chair then called for an adjournment, Brownfield moved to adjourn, seconded by Rivers. Meeting then adjourned at 7:50 p.m. and will meet again on Tuesday, February 10, 2026.

Approved:

Chair \_\_\_\_\_

Secretary \_\_\_\_\_

The regular meeting of the Page County Conservation Board was held Tuesday, February 10, 2026 at the Board's office.

Members present included William Greenleaf, Rick Rivers, Connie Cade, Rudy Brownfield, and Zac James. Also present were staff Spunaugle and Stevens.

Guests present included Alan Mortimore and Jeff Eshelman.

The meeting was called to order at 6:30 p.m.

Approve the Agenda: Motion by Brownfield to approve the Agenda, seconded by Greenleaf. All in favor and motion carried.

Approve the Minutes: Minutes of January 13, 2026, were presented. Motion by Greenleaf to approve the Minutes as submitted, seconded by Brownfield. All in favor and motion carried.

Approve Claims: The claims for January 14<sup>th</sup> and January 28<sup>th</sup> were then reviewed. Motion by Brownfield to approve the claims as discussed, seconded by Cade. All in favor and motion carried.

Director's notes were then read:

- Finished cleaning out file cabinets and had almost 20 large totes of old documents shredded.
- Finished clearing stumps on the timber trails at Pierce. Pushed back the majority of debris from those trails. I will take the tractor out tomorrow and finishing pushing some of the tornado damaged trees off a section of the trail then run the mower to cut off all the small shrubs, then I will reach out to try a rent a skid loader with a mulcher to finish widening all of the rest of the trails at Pierce since those are mostly overgrown with bushes not full trees. We were given a \$925 donation for memorial monies to go towards the equestrian area and the trails out at Pierce so I will be able to use that to rent the skid steer.
- Got the new truck on Jan. 15<sup>th</sup> and am waiting for the estimate for the upfit. The sheriff's department is going to provide as much equipment as they can to help save us money and I have applied for a couple of small grants to try and help also but have not heard back from those yet.
- We unfortunately did not receive the grant to renovate Ross Park's prairie area, but we did learn a lot about this grant and its process and the board that reviews these grants graciously offered to help us with the summer grant series. So, we will try and apply again when that opens.
- Had my budget session with the Board of Supervisors, it went well they were very happy that we had shaved off almost 4.5% from last year to save the county money for the next fiscal year.

- I attended Winterfest at the end of January. It was a good experience; I learned a lot from the sessions I attended and talked to many vendors about different products they have to offer while also networking with other directors and people within our field. While I was there I got connected with a guy that does trail work professionally and he gave me a card for a free 2 hour consultation so I will be calling him as soon as I get done with Pierce Creek trails to have come look at Nodaway and see how much that will cost to fix. It will be expensive but there are several grants out there for trails.
- I signed up for career day down at Northwest Missouri State, that will be on April 16<sup>th</sup>. Charly and I will attend to see if this will be a good avenue for us to possibly get interns or seasonal staff for the summer.

There were no public comments.

Old Business included Range SOP, pickup of brass, changing range hours on Sunday, and July 4<sup>th</sup> open house. There was discussion on SOP as it relates to law enforcement being exempt, do we strike the wording or leave it in there as stated? This covers Section IV, Page 7 under Law enforcement organizations, however, law enforcement still needs to provide notice to use the range. Also was discussed were sections 6 and 7 under range regulations. Situation is different for law enforcement in firearm handling.

Motion: Motion by Rivers to leave law enforcement organizations will be exempt from the SOP as stated on page 7, seconded by Brownfield. All in favor and motion carried.

Picking up brass was discussed as it pertains to law enforcement, the Director said she would take care of the brass pickup rather than having the Sheriff's office come out and take care of it. Mention was made of having volunteers like high school kids come out and pick up brass. Eshelman was concerned about live rounds.

Discussion on change in range hours – this affects the Sunday hours only; 1 p.m. to an hour before sunset or 6 p.m. whichever comes first.

Motion entered by Brownfield to allow for the change in hours on Sunday, seconded by Greenleaf. All in favor and motion carried.

Board member Cade expressed concerns about range hours from the viewpoint of equestrian users, and the hours of the range being in use during the week. Eshelman stated that there isn't a high demand during the week.

Discussion by Eshelman on having an open house at the range July 4<sup>th</sup> weekend, to be opened Friday through Sunday with the emphasis on Saturday to possibly have a cookout, range use, and a membership drive.

Motion by Brownfield to be open the extra day( Friday), seconded by Greenfield. All in favor. Brownfield – aye, Greenleaf – aye, Rivers - aye , Cade – nay. Motion carried 3-1.

Under Board communication, the Director requested to pursue grants to purchase pit toilets. Board member Cade returned her board mileage fee of \$50.00 and it will be deposited into the reserve account. Board member Rivers passed on a request from the public about dog cleanup bag stations.

No further business to come before the board, the Chair adjourned the meeting at 7:30 p.m. Board will meet again on March 10, 2026.

Approved:

Chair \_\_\_\_\_

Secretary \_\_\_\_\_