

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 4th 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 _____