

The regular meeting of the Page County Conservation Board was held Tuesday, January 8, 2019 at the Board's office. The meeting was called to order at 6:30 p.m. by Vice-Chair, Kevin Christensen.

Board members present included Kevin Christensen, Kathy Jordan and Katy King.

Board members absent were Holly Martin and Tom Johnson.

Staff present included Rich Wallace, Charly Stevens and Terry Broyles.

Present as guests were Stephen Rusco representing the SW IA Bow hunters Club and Joyce Kruse.

MOTION: A motion was entered by Jordan to approve and accept the agenda for January 8, 2019, second by King. All in favor and motion carried.

MOTION: A motion was entered by King to approve the Minutes of December 11, 2018, second by Jordan. All in favor and motion carried.

CLAIMS: The December month end claims were presented for review. Claims for mid-month January were presented for approval and payment. Explanations of expenditures were given by staff.

MOTION: A motion was entered by Jordan to approve both sets of claims as submitted, second by King. All in favor and motion carried.

New Business included SW IA Bow hunters Club in regard to Ross Park electric fees, board elections and budget work. Wallace and Stevens asked that the budget work be moved to the end of the agenda.

MOTION: A motion was entered by King to move the budget discussion to the end of the agenda, second by Jordan. This was approved unanimously.

A discussion with Stephen Rusco, SW IA Bow hunters Club, in regard to the electric bill at Ross Park and the amount of electricity used during the summer months that they use the park. He thought there was only one refrigerator unit but will check. In the meantime, Charly will retrieve claims for March thru September and will contact United Electric Co-op to see what the actual minimum electric charge is at Ross. We will share that information with Mr. Rusco to see if an arrangement can be made for them to pay what is used over the minimum. Further discussion will be placed on the February agenda.

Board elections were tabled until February meeting to allow full participation by all board members.

Old Business included park updates, playground equipment and Rapp Park farm lease. Rich relayed that this time of year is spent fixing and repairing equipment and picnic tables. Several frames are bad and wood needs replaced. The storm shelter is being worked on when the weather is stable. McAllister is also waiting on completion of the storm shelter and better weather so he can install the backflow preventers.

Playground equipment that was donated from the City of Shenandoah has been looked over by ICAP Safety Loss Coordinator after we took possession of the equipment. She found several hazard items including the hundreds of nuts and bolts that need replaced. Upon inspection of the unit it was determined that re-construction of the donated equipment may not be in the best interest of the park users. Replacement of playground equipment that was removed last spring was discussed and Charly will check with Hockenberry Foundation to see if an applicable grant may be available.

MOTION: A motion was entered by Jordan to return the playground equipment to the City of Shenandoah due to liability the Board faces and recommendations from the Safety Loss Coordinator, and see if City of Shenandoah can find some other entity that can use it, second by King. All in favor and motion carried.

At the December meeting, the Board approved a \$2 per horse trail fee starting with the upcoming spring camping season. Joyce Kruse inquired if the \$2 trail fee would include non-profit groups being charged that fee since several of those groups donate monies back to the park for trail improvements. She was also concerned where the non-primitive equestrian users were going to camp since there will only be electrical sites available. A change in the county website will be updated on non-availability of primitive sites at Pierce Creek equestrian campground once the changes are fully approved. It was the consensus of the board in attendance that the \$2 trail fee is included in the \$17 camping fee otherwise if not camping then the riders would only pay the \$2 per horse trail fee. This discussion was tabled until February meeting.

The crop lease at Rapp Park was briefly discussed. The current lease does not expire until March 1, 2020. This was tabled till the February meeting and Charly will have copies of the scale tickets and SCS map/ground information available for further discussion.

Rich and Charly presented the preliminary budget for FY19-20 and discussions on various line items were covered. We will ask the Board of Supervisors if the trail fee revenues can be retained to assist with trail maintenance.

MOTION: A motion was entered by Jordan to adjourn, second by King. All in favor and motion carried. The meeting then adjourned at 9 p.m.

The next meeting is scheduled for February 12, 2019 at the Conservation Center.

APPROVED: 2/12/2019

Chair Kathleen A. Jordan

Secretary Holly Martin

The regular meeting of the Page County Conservation Board was held Tuesday, February 12, 2019 at the Board's office. The meeting was called to order at 6:30 p.m. by Chair, Tom Johnson.

Board members present included Tom Johnson, Kathy Jordan and Holly Martin.

Board members absent included Kevin Christensen and Katy King.

Staff present included Rich Wallace, Charly Stevens and Terry Broyles.

Present from the public was Joyce Kruse.

MOTION: A motion was entered by Martin to approve and accept the agenda for February 12, 2019, second by Jordan. All in favor and motion carried.

MOTION: A motion was entered by Jordan to approve the Minutes of January 8, 2019, second by Martin. All in favor and motion carried.

CLAIMS: The month end claims for January were presented for review. Claims for mid-month February were presented for approval and payment. Explanations of expenditures were given by staff.

MOTION: A motion was entered by Jordan to approve both sets of claims as submitted, second by Martin. All in favor and motion carried.

New Business included election of officers, discuss and approve bylaws and Operation Relief.

Election of Officers was then held: For the position of Chair – Johnson nominated Jordan, second by Martin. Nominations then ceased for the position of Chair. For the position of Vice- Chair – Jordan nominated Martin, second by Johnson. Nominations then ceased for the position of Vice-Chair. For the position of Board Secretary – Martin nominated Christensen, second by Jordan. Nominations then ceased for the position of Secretary.

MOTION: Slate of Officers is as stated. Chair – Kathy Jordan, Vice-Chair – Holly Martin, Secretary – Kevin Christensen. Board Members Tom Johnson and Katy King. All in favor and motion carried for the slate of officers/board members as nominated.

A set of Bylaws were drafted and reviewed. No former Bylaws have been found in the Conservation Board Minutes and with a set of Bylaws this allows a foundation from which the Board operates to control the functions of the Board, its employees and facilities.

The Bylaws should be reviewed annually for any changes or amendments as necessary. Upon review by the Board, Article VIII - Section 8.2 – Board Member Attendance; “Board members missing more than four (4) meetings with unexcused absences per calendar year may be cause for removal from the Board.”

MOTION: A motion was entered by Martin to adopt the Bylaws as presented with the change in absent from meetings clause, second by Jordan. All in favor and motion carried.

Charly presented the Operation ReLeaf proposal to the Board. This is a partnership between IA DNR, Alliant Energy and Conservation Board. 75 trees will be made available for sale for \$25.00 payable to Page County Conservation. The trees must be picked up on April 23 between 4:30 and 6 p.m. at the Conservation office. Order forms will be available soon. There will be 5 species offered. These trees include shade trees that are 5 to 8 feet tall while the conifers and ornamental trees will be 3 to 5 feet tall, all are containerized trees. Ordering is through April 17th. Charly noted to the Board that we had not participated in this partnership since 2010 and it is a good PR tool. A question was asked about advertising and Charly indicated that Alliant Energy/ IA DNR will take care of the marketing campaign.

MOTION: A motion was entered by Jordan to have Charly go ahead with Operation ReLeaf, second by Martin. All in favor and motion carried.

Old Business included FY 20 budget updates, discussion of electric usage at Ross Park, and clarification of trail fees at Pierce Creek.

Staff members Wallace and Stevens discussed the budget meeting with the Board of Supervisors and some of the line items pertaining to road repair monies, vehicle purchases and additional patrol on weekends.

A spreadsheet was provided to show the electric usage at Ross Park from March thru September, the electric rates versus the kilowatts used since there were concerns on usage. Rich will talk to the Bow Club and get back to the Board.

A clarification on trail fees at Pierce Creek was reviewed. During the December meeting the Board approved a \$2 trail fee beginning with the 2019 camping season. Clarification is as follows; the camping fee of \$17 in the equestrian campground includes the \$2 trail fee. If not camping then the equestrian riders would only pay the \$2 per horse trail fee. An individual (\$15) or family (\$20) trail pass will be made available.

Joyce Kruse addressed the Board with her concerns on previous trail work done at Pierce Creek.

MOTION: A motion was entered by Jordan to adjourn, second by Martin. All in favor and motion carried. The meeting then adjourned at 7:30 p.m.

The next meeting is scheduled for March 12, 2019 at the Conservation Center.

APPROVED: 3/12/2019

Chair Kathleen A. Jordan
Secretary Ally Martin

The regular meeting of the Page County Conservation Board was held Tuesday, March 12, 2019 at the Board's office. The meeting was called to order by Chair, Kathy Jordan at 6:30 p.m.

Board Members present included Kathy Jordan, Tom Johnson and Holly Martin.

Board Members absent included Kevin Christensen and Katy King.

Staff present included Rich Wallace and Charly Stevens.

MOTION: A motion was entered by Johnson to approve and accept the agenda for March 12, 2019, second by Martin. All in favor and motion carried.

MOTION: A motion was entered by Martin to approve the Minutes of February 12, 2019, second by Johnson. All in favor and motion carried.

CLAIMS: The month end claims for February were presented for review. Claims for mid-month March were presented for approval and payment. Explanations of expenditures were given by staff.

MOTION: A motion was entered by Martin to approve both sets of claims as submitted, second by Johnson. All in favor and motion carried.

New Business included adoption of By-Laws, Rapp Park crop lease, and the City of Shenandoah event at Rapp Park,

The Page County Conservation By-laws were discussed pertaining to the correction of "board meeting attendance". There being no further discussion on the adoption of the By-laws and no additional corrections necessary for them to be finalized.

MOTION: The motions from the February meeting to adopt said By-Laws remain in effect with a motion by Martin to adopt and Jordan seconded still carried.

The Rapp Park crop lease currently held by Hilger Farms was discussed. The number of acres with a lease versus cash rent was reviewed and payments received since we've been working with Mr. Hilger. It was determined at the May meeting to discuss any changes in the lease contract for the upcoming crop year and send a letter in July.

The City of Shenandoah has requested permission to host a father/daughter fishing event at Rapp Park on June 9th. This is not sponsored by the PCCB although we may provide them with activity packets and the loan of DNR rod and reels for the event.

MOTION: A motion was entered by Martin to allow the City of Shenandoah Parks and Recreation to proceed with the father/daughter event scheduled for June 9th at Rapp Park, second by Johnson. All in favor and motion carried.

Old Business included clarification of trail fees at Pierce Creek, campground host and playground equipment.

The 2019 camping season will see a \$2 per horse trail fee at Pierce Creek initiated; this will also apply to special events by any non-profit group. Staff is working on camping receipt envelopes to reflect this and also notices on bulletin board at the equestrian campground. This \$2/per horse trail fee will be amended back into the budget to be used for trail maintenance.

In a discussion with the Board of Supervisors it has been determined that PCCB will be able to acquire some playground equipment for NVP, PC and Rapp. This will be accomplished due to some budget work and payment of storm shelter out of a different fund thereby allowing some funding to be freed up to allow for the purchase of much needed playground equipment from the Conservation budget.

Staff has had several inquiries about a campground host for this season. The Board has determined that with our parks small in size and the loss of revenue of one site for the April thru September period that they do not feel it is to our advantage to have a campground host. Law enforcement coverage will be expanded and this will help curtail some activity in the parks.

Park updates included equipment being readied for spring, and working on picnic tables. Wallace informed the Board that he will shut down the south road at Rapp to the first parking lot due to the weather conditions and slowing down the vehicles tearing up the roads in the park.

MOTION: A motion was entered by Martin to adjourn, second by Johnson. All in favor and motion carried. The meeting then adjourned at 7:45 p.m.

The next meeting is scheduled for April 9, 2019 at the Conservation Center.

APPROVED: 4/9/2019

Chair Kathleen A. Jordan

ACTING

Secretary Tom R. Johnson

The regular meeting of the Page County Conservation was held Tuesday, April 9, 2019 beginning at 6:30 p.m. The meeting was called to order by Chair, Kathy Jordan.

Board Members present included Kathy Jordan and Tom Johnson.

Board Members absent included Katy King, Kevin Christensen and Holly Martin.

Staff present included Rich Wallace, Charly Stevens and Terry Broyles.

Present from the public included Brian Holmes, Robert Heflin, Amy Heflin, Peggy Slagle, Joyce Kruse, Judith Blay, Connie Cade, Jo Stessman, Diane Motz, Gerry Lundgren, Dan & Shelley Jennings, Vicki Engstrand and Beth Carlson.

Kathy Jordan, Board Chair, informed those present that since we did not have a quorum a formal board meeting could not be conducted. Most of the visitors that were present had driven a distance so in all fairness we let the equestrian visitors voice their concerns about the motion was that made September 11, 2018 on the removal of the facilities at the primitive equestrian campground only.

Robert Heflin, a member of the Back Country Horsemen Iowa Chapter is the contact person for the current group of volunteers that are working on the trails. He distributed a spread sheet showing the number of volunteers, hours worked, and equipment used equated to a dollar amount. He discussed trail work that had been done last year and cutting back the trail so the Board employees can mow a 10 foot clearance.

Joyce Kruse asked where riders will go if all the electric sites are full. Why equestrian riders are not welcome at Pierce Creek? She has some poles there that she has at Pierce Creek and would like to have them back.

Other concerns included the fire rings and other equipment that was donated or purchased thru a grant and shouldn't a series of 3 public meetings been held to discuss the removal of the proposed changes at the primitive equestrian campground.

Brian Holmes was in attendance to discuss options that might be available for the pond at Pioneer Park as a temporary measure. Trenching, hauling away of fill dirt, replacing pipe, building jetties, and finding appropriate contractors.

No action was taken on any discussion. The Chair would like to meet on Monday, April 15th at 6:30 p.m. to have a board meeting to go over the remaining agenda items when a quorum will be present.

APPROVED: 4/15/2019

Chair Kathleen A. Jordan

ACTING Board Secretary Tom R. Johnson

The regular meeting of the Page County Conservation Board was held April 15, 2019 beginning at 6:30 p.m. The meeting was called to order by Chair, Kathy Jordan.

Board members present included Holly Martin, Kathy Jordan and Tom Johnson.

Board members absent included Kevin Christensen and Katy King.

Staff present included Rich Wallace, Charly Stevens and Terry Broyles.

Present from the public included Joyce Kruse, Judith Blay and Alan Jordan.

MOTION: A motion was entered by Johnson to approve and accept the agenda for April 15, 2019, second by Martin. All in favor and motion carried.

MOTION: A motion was entered by Martin to approve the Minutes of March 12 and the summary of discussion of April 9, 2019, second by Johnson. All in favor and motion carried.

CLAIMS: The month end claims for March were presented for review. Claims for mid-month April were presented for approval and payment. Explanations of expenditures were given by staff.

MOTION: A motion was entered by Johnson to approve all claims as submitted, second by Martin. All in favor and motion carried.

New Business included FEMA related policies and resignation of Board member Kevin Christensen.

The Board reviewed the Procurement Resolution, Conflict of Interest Resolution and the Fraud Resolution as they relate to FEMA damage risk assessment due to flood events. The County Auditor expressed the opinion that all county departments should be under the umbrella of the Board of Supervisors as far as the above mentioned resolutions are concerned to maintain a chain of consistency.

MOTION: A motion was entered by Martin to adopt said resolutions as signed by the Page County Board of Supervisors, second by Johnson. All in favor and motion carried.

The Board was informed that Board Secretary, Kevin Christensen, has resigned due to relocation of employment and that a letter advising the Board of Supervisors of his resignation was sent in February. Charly will follow up with the Board of Supervisors on ad placement for vacancy on board notice.

MOTION: A motion was entered by Martin to accept Mr. Christensen's resignation, second by Johnson. All in favor and motion carried.

Old Business included discussion on cash rent on Rapp crop ground, Alliant Energy tree sales update, playground equipment purchase/deliver, discussion/approval on purchase of a dump trailer and park updates.

Information on cash rental rate survey was distributed to the board. Rates of \$205 versus \$202 (quality of cropland) were discussed versus the current 2/3 – 1/3 lease agreement that is currently in place until March 1, 2020. It was in common agreement that Rich and Tom Johnson might visit with Mr. Hilger in regards to the options available and invite Mr. Hilger to the May 14th board meeting.

Charly updated those present on the tree sales, 75 trees were made available for \$25 each. Distribution date is Tuesday, April 23rd. As of the board meeting there are 9 trees left. Once all sales are done, paperwork will be completed and a request for reimbursement for administrative fee will be sent to the IA DNR.

The playground equipment previously approved for \$20,122 has been ordered and delivery date is set for later this month. Portions of playground equipment will be installed at NVP, PC, PP and Rapp.

Discussion on a purchase of a dump trailer to assist with the loading/unloading of gravel to the parks was then reviewed with some estimates obtained from Wrangles Sales – 12 ft. trailer @ \$6,295 or 14 ft. @ \$6,650. Hull Trailers estimates were 12 ft. @ \$6,695.00 and 14 ft. @ \$6,895.00 with additional options such as tarp kit and a spare tire. Costs from renting a dump trailer from McConkey's for \$250/day was also mentioned. There is approximately \$5,706 available from the motor vehicle purchase line item to go towards the purchase of the trailer with the remainder being paid from REAP funds.

MOTION: A motion was entered by Martin to allow the purchase of the dump trailer from Wrangler Sales for \$6,650 with the remainder of \$944 being paid from REAP funds, second by Johnson. All in favor and motion carried.

Park updates were then given. Rich is making progress on working with the Reserve Deputies for park patrolling. Storm shelter at Rapp is in progress. The Backflow preventer will be installed behind the storm shelter and that project is waiting on the completion of the storm shelter. The cost of that installation is to be split between the City of Shenandoah and the Conservation Board. The handicapped fishing pier at Rapp will need to be re-set by the company and is in a holding position due to high water. Road work at Rapp Park to scarify the roads is on the Secondary Roads schedule so waiting on notification for a work date. Work on the roads at NVP, PC, and PP is still on the list for the Sta-Bilt contractor but may not happen until end of June.

A conversation was held with Brian Holmes, NRCS staff, about renovation work on the pond at Pioneer Park. Breaching overflow, drying it out for two years were discussed as viable options. Access to the park for camping and other activities will not interfere.

News release will be prepared once work is to begin. Brian gave a list of contractors who are familiar with the work that needs to be done.

MOTION: A motion was entered by Martin to let Rich proceed with talking with contractors on options, second by Johnson. All in favor and motion carried.

Short discussion was held about spraying the trails at Pierce Creek. We had Brad Sorenson's bid from last year. Charly will contact him to see if he still interested. Rich indicated that he still has the chemicals on hand.

Signage at Pierce on Ave A/140th was re-discussed, will need to check on signage size requirement for the roadway and permission from landowner. Holly indicated that she will visit with Hillary Rodewald on that intersection, also replacing signs with arrows and no signage at the boat ramp was discussed.

MOTION: A motion was entered by Martin to replace equestrian camping signs by the A Ave driveway, second by Johnson. All in favor and motion carried.

Visitors' portion was then opened to the public. Joyce Kruse inquired about the non-electric sites being opened when needed, are campers allowed to double up on sites and how would annual trail passes be handled? Joyce also indicated about a work day on the obstacle course and wanted 2 grills back at the day use area. She also inquired about the use of a wagon and 4 wheeler on the trail and some signage waiting to be installed.

Non-electric sites will be re-opened when usage is shown. Campers are allowed to double up as long as both campers are in agreement and both parties pay the \$15 campsite fee. This is how it is handled in our other camping areas. Some grills were installed too close to the electric transformer and had been uninstalled at least on two occasions after having been re-installed too close to the transformer. Rich has talked with Mid American Energy and their recommendations are to have the grills no closer than 50 ft. to the transformer. The annual trail pass fees may be paid onsite by marking the appropriate box on the camping envelope, upon being sent to the office to process the revenue receipts then the pass will be mailed out. Permission was given to use a four wheeler and wagon to haul equipment to work on the trail.

Rich Wallace asked to go to closed session. **MOTION:** On a motion by Martin, seconded by Johnson, the Board moved to approve to go into closed session per Chapter 21.5.1.c of the Code Of Iowa, Martin, aye, Johnson, aye, Jordan, aye at 7:30 p.m.

MOTION: On a motion by Martin, second by Johnson, the Board moved to go out of closed session at 8 p.m. Johnson, aye, Martin, aye and Jordan, aye. Work will begin on recommendations as discussed during closed session.

MOTION: A motion was entered by Martin to adjourn, second by Johnson. All in favor and motion carried. The meeting then adjourned at 8:10 p.m.

The next meeting is scheduled for Tuesday, May 14, 2019 at the Conservation Center.

APPROVED: 5/14/2019

Chair Kathleen Agordan

(Acting) Board Secretary Tom R. Johnson

The regular meeting of the Page County Conservation Board was held May 14, 2019 beginning at 6:30 p.m. at the Board's office. The meeting was called to order by Chair, Kathy Jordan.

Board Members present included Tom Johnson, Holly Martin and Kathy Jordan.

Board Members absent were Katy King.

Staff present were Charly Stevens and Terry Broyles. Wallace was absent.

Visitors present included Judith Blay, Joyce Kruse and Dan Hilger.

MOTION: A motion was entered by Martin to approve the agenda as submitted, second by Johnson. All in favor and motion carried.

MOTION: A motion was entered by Martin to approve the Minutes of April 15, 2019 as submitted, second by Johnson. All in favor and motion carried.

CLAIMS: The month claims for April were presented for review. Claims for mid-month May were presented for approval and payment. Explanations of expenditures were given by staff.

MOTION: A motion was entered by Martin to approve all claims as submitted, second by Johnson. All in favor and motion carried.
New Business included crop lease at Rapp Park, budget amendment request and job description.

Dan Hilger was present to discuss with the Board his current farm lease at Rapp Park. We are currently under the 2/3 share (tenant) and 1/3 (landlord). He has been planting corn over the years but this year he is switching to beans. Discussion was on the difference between types of leases and the income from each. The current lease expires on March 1, 2020.

MOTION: A motion was entered by Martin to proceed with the renewal of the farm lease at Rapp Park with Hilger Farms on the same arrangement as now; 2/3 – 1/3, second by Johnson. All in favor and motion carried. Charly with work with the County Attorney to get the new lease drawn up.

Charly submitted a budget amendment request totaling \$4,986.00. This includes revenue received of \$1,985.00 for the gun range memberships and Rapp Park revenue of \$3,001.00 to amended to offset expenditures. We budgeted \$3,000 which is a transfer to the Conservation Reserve line item. No action needed on the transfer.

Old Business included work on the pond at Pioneer Park. We have received an estimate from Chad Mascher with an explanation of work to be completed at a cost of \$1,553.00. No action was taken at this time.

Other park updates included some burning and re-seeding at Rapp Park, trails mowed, and some additional seeding completed, a new sign is up at Rapp Park (east entrance) paid by Pella Corporation and employee match, a smaller donor sign needs to be ordered.

MOTION: A motion was entered by Martin to proceed with the smaller donor signage, second by Johnson. All in favor and motion carried.

Charly indicated that the tree sales in partnership with the IA DNR and Alliant Energy went smooth; all 75 trees were sold, and one new tree planted at the office. We are to receive a reimbursement from the IA DNR in the amount of \$4,035.00.

Wallace has been meeting with the Sheriff and the Reserve Officers on obtaining their services for additional enforcement thru Pierce Creek and Rapp Park. His next meeting is scheduled for 5/5/2019. They will use Wallace's patrol truck, our fuel and their pay is from our budget.

Charly indicated she had attended a FEMA meeting and is waiting on further instructions on applying for flood damage assistance for Rapp Park.

Public comment period was then opened. Judith Blay has concerns about one of the bridges at Nodaway Valley Park. This was the first report the staff had been made aware of the issue. It had been rebuilt two years ago. She also indicated that there was a downed tree blocking the trail (SE of bridge) and the trail to the north needs mowed. She indicated that she could do some mowing but due to county liability policy the Board didn't see that as an option, but Charly will check with the Auditor about the liability waiver. It isn't allowed in the other parks.

Joyce Kruse indicated that on 4/24 as she was setting up camp in the equestrian area that someone took a photo of her license plate. She wondered if this was the norm at all the parks or just at the equestrian area? She asked about the donated fire rings from the FFA to have them put back in the campground and 1 in the day use area, she also indicated there were no picnic tables in the shelter and that a table is needed in the day use area and there is one missing in the campground. She asked if non-profit groups had to pay the trail fee. It was thru early board minutes that the consensus was that everyone pays the trail fee.

Broyles discussed a request to have a clay pigeon shooting event in the public hunting area. The event will be scheduled including a rain date. It will be towards the west fence line – 250 yards.

Comp time was addressed. The current county policy is accrued comp time at 120 hours, each department has a different limit as stated in the personnel policy. A discussion on job descriptions were briefly reviewed.

MOTION: The Conservation Board would like to initiate a policy change effective January 1, 2020 to lower maximum hours of comp time from 120 hours to 80 hours for full time Conservation employees.

MOTION: A motion was entered by Martin to accept the policy change in comp hours from 120 hours to 80 hours, second by Johnson. All in favor and motion carried.

MOTION: A motion was entered by Johnson to adjourn, second by Martin. All in favor and motion carried. The meeting then adjourned at 8:33 p.m.

The next meeting is scheduled for Tuesday, June 11, 2019 at the Conservation Center.

APPROVED: 6/11/2019

Chair Beth Ann Jordan

(Acting) Board Secretary Tom R. Johnson

The regular meeting of the Page County Conservation Board was held June 11, 2019 beginning at 6:30 p.m. at the Board's office. The meeting was called to order by Chair, Kathy Jordan.

Board members present included Tom Johnson, Holly Martin and Kathy Jordan.

Board member absent was Katy King.

Staff present were Charly Stevens, Rich Wallace and Terry Broyles.

MOTION: A motion was entered by Johnson to approve the agenda as submitted, seconded by Martin. All in favor and motion carried.

MOTION: A motion was entered by Johnson to approve the Minutes of May 14, 2019, seconded by Martin. All in favor and motion carried.

CLAIMS: The month end claims for May were presented for review. Claims for mid-month June were presented for approval and payment. An explanation of expenditures was given by staff.

MOTION: A motion was entered by Martin to approve all claims as submitted, seconded by Johnson. All in favor and motion carried.

New Business included employee job description and handling of animal control calls.

Jordan and Johnson met with the Board of Supervisors regarding Rich Wallace's pending retirement later in the year and advertising for the position of an Executive Director. Also discussed with the Board of Supervisors was the filling of a board member vacancy left by Christensen's resignation. There is one applicant and the Board of Supervisors is expected to appoint later this month.

MOTION: A motion was entered by Martin to move ahead with the process of posting ads for the position of a Director, seconded by Johnson. All in favor and motion carried. An ad will be posted for position on IACCB portal, county website and local newspapers.

Animal control calls were discussed as a carryover from an earlier Board of Supervisors discussion as Conservation staff are handling animal control calls and both boards felt this is an DNR issue and shouldn't be using county resources. After a lengthy discussion; the staff was advised to tell the caller no and to refer them to the appropriate conservation officer; and in the meantime, to keep track of animal related calls.

Charly received a call from Cindy Axne's office. She is doing an environmental tour through SW Iowa and would like to meet at one of the county parks. Charly suggested Rapp Park; this is scheduled for June 17th. Invitation was extended for those who can make the meeting. Topics to be discussed with Ms. Axne will include the addition of the storm shelter, hybrid bass project and flood damage.

Old Business included Pioneer Park renovation, storm shelter progress and fishing derby results. Rich explained the process stages of the renovation under the estimate provided by Chad Mascher in lowering the water level. His suggestion is to drain Pioneer down this fall and allow it to dry and then proceed with renovations. REAP budget could fund the project as well as reapplying for the Fish Habitat grant in November.

MOTION: A motion was entered by Martin to move forward with the lowering of the lake this fall, seconded by Johnson. All in favor and motion carried.

Charly reviewed the fishing derby that was held on June 8 at Pioneer Park. There were 65 participants with a total of 116 fish caught.

Rich reviewed the progress being made on the storm shelter and working with the Reserve Officers on additional patrols and continuing certifications being made to have more Reserve Deputies available.

Park updates included equipment repair, beaver dam control at Rapp Park with assistance from Secondary Roads and pending law enforcement actions in 2 parks. A bridge at Nodaway Valley Park has been repaired but trail work must wait until the trail dries up. Rich indicated that there is a drainage issue at Ross Park and explained actions to correct the issue.

MOTION: A motion was entered by Martin to table any improvements on the drainage issue for now at Ross Park, seconded by Johnson. All in favor and motion carried.

Jordan revisited the Board member attendance per the By-laws as adopted at the March 12, 2019 meeting and discussion at length of Katy King's attendance. The consensus of the Board was to send a letter referencing "Article VIII – Section 8: Board member missing more than four (4) unexcused absences within a calendar year may be cause for removal from the Board. Failure to do so may cause removal from the Board by request of the remaining Board members". The letter will reference that portion of the By-laws and a list of board meetings attended. An additional letter will be sent to the Board of Supervisors asking for her removal due to non-attendance and ask for the position to be advertised.

MOTION: A motion was entered by Martin to proceed with letter to Katy King and follow up letter to the Board of Supervisors, seconded by Johnson. A roll call vote then followed: Aye – Martin, Aye – Johnson – Aye – Jordan.

MOTION: A motion was entered by Johnson to adjourn, seconded by Martin. All in favor and motion carried. The meeting was then adjourned at 8:45 p.m.

The next meeting is scheduled for Tuesday, July 9, 2019.

APPROVED: 7/9/2019

Chair Kathleen A Jordan

Board Secretary William Roberts

The regular meeting of the Page County Conservation Board was held July 9, 2019 at Rapp Park beginning at 6:30 p.m. The meeting was called to order by Chair, Kathy Jordan.

Board members present included Kathy Jordan, William Robertson, and Tom Johnson.

New Board member William Robertson was introduced by Kathy Jordan.

Absent was Holly Martin.

Staff present included Rich Wallace, Charly Stevens, Roger Martin and Randall Carlson.

Visitors included Alan Armstrong, Board of Supervisor, Joyce Kruse and Susan Woodford.

MOTION: A motion was entered by Johnson to approve the agenda as submitted, seconded by Robertson. All in favor and motion carried.

The remainder of the meeting was set aside to allow for discussion with Susan Woodford about the mammoth and its placement. Susan had indicated that she and several others had met with Dave Lashier (Rapp Foundation) about the mammoth and the potential for installation at Rapp Park. She reviewed the history behind the proposal, the unearthing in 1990 of pieces of an original mammoth at the sand pits, the educational components of incorporating field trips to the Shenandoah Museum to see the artifacts and then bussed out to see the sculpture and working on a mock archaeology dig. Location was discussed at length; it will need quite a size of green space as well a buffered location due to it being a light weight metal structure. She also indicated that there were donations from the community and others invested in the project so there are no grant dollars involved to match the project. Wallace indicated that the east entrance location with a tree line to protect structure would be the ideal location for the structure measuring 18'x20'. Liability issues including upkeep, ownership and other legalities were briefly mentioned. More discussion will be held, Wallace will visit with Jeff Miller (Miller Lumber) and Charly will talk with insurance representative about safety hazards and accessibility from park visitors. Susan indicated that she has turned all aspects of the mammoth over to Jeff Miller. Susan invited everyone out to her studio located at 2175 C Ave to look at the mammoth pieces (not welded together).

The Board then moved over to the bridge on Ave A and the proposed river access. JD King, County Engineer, had visited with each Board member and left a packet (see Board member insert in Minutes) on the bridge replacement and acquiring the ROW easement needed for the project. Paperwork indicated that 0.87 acres (\$4,032.44) would be needed for a permanent easement and during construction an additional 0.54 acres (\$1,080.00) for a temporary easement which would be returned after the project is completed along with \$100 for bringing abstract up to date. Total revenue from the County Engineer would be a sum of \$5,212.44. The Board and Alan Armstrong, BOS, discussed road

work maintenance at Rapp in lieu of the cash payment. Estimate to scarify the roads at Rapp Park 2 x a year for 3 years. (This would be roadway from East entrance on Hwy 48 thru the park to Ave A). JD will be contacted to discuss the alternative plan.

The meeting then moved to the Veteran's Office to complete discussion on claims and other agenda related items.

MOTION: A motion was entered by Johnson to approve the Minutes of June 11, 2019, seconded by Robertson. All in favor and motion carried.

CLAIMS: The month end claims of June and status of FY19 budget were reviewed. The mid-month claims for July were presented for approval and payment. An explanation of expenditures was given by staff.

MOTION: A motion was entered by Johnson to approve all claims as submitted, seconded by Robertson. All in favor and motion carried.

Old Business included trail related items at Pierce Creek with Joyce Kruse and park updates.

Joyce indicated that she would like 4 picnic tables returned to the day use area and the FFA donated grill returned to the campground in the equestrian area. She inquired about a trail mowed on the east end from the south fence line now that the primitive area isn't in operation. Rich relayed that he was fielding calls about the trails being opened and questions on the day use fee and that those fees would go back into the maintenance of the trails. Some trail work had been completed by BCHM. Joyce asked if the bridge at NVP had been fixed.

Other park updates included the closing of east entrance at Rapp Park due to railroad crossing repair. Fishing pier contractor called to say that they would be on-site to re-set the pier after July 4th. Sta-Bilt indicated that will begin seal coat this week at NVP, PP and PC. A new tube was installed at Ross Park due to drainage issues and a berm was built. Also included in the discussion was the draining of the pond at Pioneer. Chad Mascher, contractor, said he could work the project in after Labor Day – drain pond, let it dry. Alan Armstrong discussed working with the NRCS on development of the watershed above Pioneer Park and trying for the Fisheries grant that is due end of November. A news release should be prepared mid to late August to make the public aware of the draining, it will not affect traffic in and out of the park or camping. The impact will be on the fishing.

MOTION: A motion was entered by Robertson, to allow Chad Mascher to begin draining down the pond at Pioneer while the staff works on the fisheries grant, seconded by Johnson. All in favor and motion carried.

The Chair then moved to go to closed session per Chapter 21.5.1.i to review the applications received for the Director's position.

The Board then came out of closed session and a motion was entered by Johnson to adjourn, seconded by Robertson. All in favor and motion carried. The meeting then adjourned at 9:25 p.m.

APPROVED: 8/13/2019

Chair Nathan A. Jordan
Board Secretary [Signature]

The Page County Conservation Board met in session on Tuesday, July 23, 2019 at 10 a.m. at the Conservation Board office. The meeting was called to order by Chair, Kathy Jordan.

Board members present included Kathy Jordan, Holly Martin and William Robertson.

Staff present included Rich Wallace and Charly Stevens.

MOTION: A motion was entered by Martin to approve the agenda as submitted, seconded by Robertson. All in favor and motion carried.

The Board went into closed session per Chapter 21.5.1.i

The Board met with the first candidate regarding the Conservation Director's position. The Board went through the interview questions.

The Board met with the second candidate regarding the Conservation Director's position. The Board went through the interview questions.

The Board then discussed the applicants.

The Board moved to come out of closed session with the Board adjourning at 12 noon and will meet again on Thursday, July 25, 2019.

APPROVED:

Chair Kathleen A. Jordan

Board Secretary William Robertson

The Page County Conservation Board met in session on July 25, 2019 at 9:45 a.m. at the Conservation Board office. The meeting was called to order by Chair, Kathy Jordan.

Board members present included Kathy Jordan, William Robertson and Holly Martin.

Staff present included Rich Wallace and Charly Stevens.

MOTION: A motion was entered by Robertson to approve the agenda as submitted, seconded by Martin. All in favor and motion carried.

The Board then went into closed session per Chapter 21.5.1.i

The Board met with the first candidate regarding the Conservation Director's position.
The Board went through the interview questions.

The Board met with the second candidate regarding the Conservation Director's position.
The Board went through the interview questions.

The Board met with the third candidate regarding the Conservation Director's position.
The Board went through the interview questions.

The Board then discussed the applicants.

The Board moved to come out of closed session with the Board adjourning at 1 p.m.

APPROVED:

Chair Kathleen A. Jordan

Board Secretary Rich Wallace

The Page County Conservation Board met in session on Friday, August 2, 2019 at 6 p.m. at the Conservation Office. The meeting was called to order by Chair, Kathy Jordan.

Board members present included Kathy Jordan, William Robertson, Tom Johnson and Holly Martin.

Staff present included Rich Wallace and Charly Stevens.

MOTION: A motion was entered by Martin to approve the agenda as presented, seconded by Johnson. All in favor and motion carried.

The Board and staff then went into closed session per Chapter 21.5.1.i to discuss the candidates that were interviewed.

The Board moved to come out of closed session with the Board adjourning at 7:15 p.m.

APPROVED:

Chair Kathleen A. Jordan

Board Secretary [Signature]

The regular meeting of the Page County Conservation Board was held August 13, 2019 at the Board's office beginning at 6:30 p.m. The meeting was called to order by Chair, Kathy Jordan.

Board members present included Kathy Jordan, Tom Johnson, Holly Martin and Bill Robertson.

Staff present included Rich Wallace, Charly Stevens and Terry Broyles.

Visitors included Rod Badertscher and John Schwab.

MOTION: A motion was entered by Martin to approve the agenda for August 13, 2019 as submitted, seconded by Johnson. All in favor and motion carried.

MOTION: A motion was entered by Robertson to approve the Minutes of July 9, July 23, July 25 and August 2, 2019, seconded by Martin. All in favor and motion carried.

CLAIMS: The month end claims of July were reviewed. The mid-month claims for August were presented for approval and payment. An explanation of expenditures was given by staff.

MOTION: A motion was entered by Martin to approve all claims as submitted, seconded by Johnson. All in favor and motion carried.

New Business included hiring of new Director, discussion on Essex school rodeo shooting sports club and insurance recommendations on the mammoth sculpture.

The position of Conservation Director was discussed briefly.

MOTION: A motion was entered by Martin to hire John Schwab as the Director, seconded by Robertson. All in favor and motion carried. John was then introduced to those in attendance.

Terry Broyles stated he and several others of the gun range committee had been approached by the Essex School Board about a new shooting sports program which would utilize the range at Pierce Creek (copy of shooting sports guide in the Minutes book), Broyles also indicated that he had visited with ICAP representative and Pete Stansbury with Nordland Insurance. In the discussion with insurance companies it was indicated that a county employee or board member should not be teaching the class, there is a need to find a sponsoring entity other than the county and an agreement would be written between county and Essex School Board. It was determined that Roger Martin would visit with Essex School, Terry Broyles will visit with 4-H leaders and other counties about the shooting sports program and visit with the Board of Supervisors at some point. This agenda item was then tabled.

The ongoing discussion on the placement of the mammoth sculpture at Rapp Park was reviewed. A Statement of Action letter has been received by ICAP regarding a site visit to look at the components of the mammoth sculpture. It was ICAP's recommendation to "help prevent potential injury, placement for the raw steel mammoth sculpture should be in an area in the park that is not easily accessed by the public or in a location where it can be secured to prevent kids from playing on or around it. Signs should be posted indicating that climbing is prohibited on this art work". This should be implemented to reduce potential liability exposure.

MOTION: A motion was entered by Martin to address these recommendations in a letter to Susan Woodford that with the insurance restrictions, cost and the liability are too high and that the Page County Conservation Board is declining the offer of the gift of the mammoth sculpture, seconded by Johnson. All in favor and motion carried.

In Old Business a short discussion on the flood damage and repair of the river access at Shambaugh. Rod Badertscher, a local air boat owner and frequent user of the river access, indicated what he thought needed to be done as in a longer approach, addition of more sand and a desire to see a concrete ramp developed. Charly had visited with FEMA and FEMA would only restore the access to pre-flood conditions. Wallace discussed why the river access was developed by the Engineer's office; which was to facilitate keeping the new bridge accessible to his crews to clean out debris that may collect underneath the bridge. Rod was instructed to check with JD on the repair or mitigation procedures that may be available thru FEMA. Charly indicated that there are DNR grants available to assist with boat ramp development.

An update on the Pioneer Park pond renovation was reviewed by Wallace. He has talked again with Chad Mascher about delaying work due to an upcoming wedding at Pioneer Park on October 5, 2019. Chad indicated that he cannot move later than after Labor Day weekend but also might not be able to do the work due to other jobs scheduled. Rich indicated that he would visit with Trent Tiemeyer about the draining of the pond and see if he would be willing to match Mascher's quote with a deadline after October 7th deadline or mid-November. Other park updates included normal work patterns and that the handicapped fishing pier at Rapp Park has been repositioned. The boat ramp also needs to be addressed by completing a 20% slope to allow better boating access. The pre-installation of the playground equipment to be installed at Rapp Park is approximately 80% completed. The water leak at Nodaway Valley Park has been found and fixed. The highway construction project on Highway 48 has given us the leftover recycled asphalt that can be used on park project.

MOTION: A motion was entered by Martin to adjourn, seconded by Robertson. All in favor and motion carried. Meeting then adjourned at 7:40 p.m.

APPROVED: 9/10/2019

Chair Kathleen A. Jordan

Board Secretary [Signature]

The regular meeting of the Page County Conservation Board was held September 10, 2019 at the Board's office beginning at 6:30 p.m. The meeting was called to order by Chair, Kathy Jordan.

Board members present included Kathy Jordan, Tom Johnson, Holly Martin and Bill Robertson.

Staff present included John Schwab, Charly Stevens, Terry Broyles and Roger Martin.

Also present was Joyce Kruse.

MOTION: A motion was entered by Johnson to approve the agenda for September 10, 2019 as submitted, seconded by Robertson. All in favor and motion carried.

MOTION: A motion was entered by Martin to approve the Minutes of August 13, 2019, seconded by Johnson. All in favor and motion carried.

CLAIMS: The month end claims of August were reviewed. The mid-month claims for September were presented for approval and payment. An explanation of expenditures was given by staff.

MOTION: A motion was entered by Martin to approve all claims as submitted, seconded by Johnson. All in favor and motion carried.

New Business included ILEA status for John Schwab, update from the gun range committee members and pay concerns for the reserve deputies.

Discussion was held regarding the potential for hiring a park ranger; the Board was in consensus that they will need to meet with the Board of Supervisors. This item was tabled.

A discussion on having John Schwab designated as law enforcement for coverage in the parks under Chapter 350 but the Board will not be sending him to the ILEA.

MOTION: A motion was entered by Martin to designate Schwab as law enforcement officer under Iowa Code, Chapter 350, seconded by Robertson. All in favor and motion carried.

Terry Broyles and Roger Martin presented an update on the gun range. They have been working with Kory Kline, Page County IT personnel, to develop a closed Facebook page for the range membership and to allow for easier sharing of gun range activities. They indicated that Mr. Kline is the Facebook administrator.

The Essex Shooting sports was updated. There has been a talk with the students. Nothing has evolved, they will need more volunteers. The Essex School Board has provided a Certificate of Liability to the Conservation Board and approved the program

in general but there are items still to be worked out. Precision rifle team and potential for Dawn Hadden providing services for archery instruction were briefly mentioned. If this is formally approved by all parties; classes would be done during normal range hours only.

Gun range renewals for July and August have been coming in. 12 new individual memberships and 3 new families. New ten-yard range is almost completed and will be closely monitored which is mainly for new shooters which is separate from the 100-yard range. They indicated they are waiting on an onsite inspection from ICAP's loss coordinator.

The Reserve Deputies patrolling on the weekends through Pierce Creek and Rapp Park seem to be working out well. One Reserve Officer works for several county departments and we (Conservation Board) end paying him at the overtime rate. His pay status needs to reflect the change of pay from \$15 to \$10 per hour due to overtime rate. John indicated that he would talk with the Officer before the next payroll.

MOTION: A motion was entered by Robertson to approve the payroll change from \$15 to \$10/hour due to overtime for the one Reserve Deputy, seconded by Martin. All in favor and motion carried.

Old Business included park updates and Pierce Creek equestrian area. The discussion of Pioneer Park pond was updated. It was determined that the wedding scheduled for Saturday, October 5th will be allowed and then the initial draw down of the pond can begin the week after. Colton Berry gave an estimate of \$2,000+/- for the project and potentially late November/early December to breach the outlet and let it dry. The renovation grant will be delayed for a year to a year and a half.

Pierce Creek water levels were discussed in the past with DNR Fisheries, if the water level would be raised to ten feet it would take out the north campground. The discussion on this was tabled.

Boat ramp at Rapp Park is currently having the grade fixed to assist with boat access. John is applying for a DNR grant for a boat dock as the current one is too narrow and could create a hazard getting in and out of the boats. The DNR grant is due September 30th with a 75/25 match or approximately \$4800.00. The old boat dock could go to Pierce Creek if the grant is approved.

The backflow preventer should be installed early October by Professional Waste Water Services. The storm shelter was also discussed.

MOTION: A motion was entered by Martin to have a contract in place with future development projects with a timeline in place, seconded by Robertson. All in favor and motion carried.

Joyce Kruse inquired about having a poker ride/scavenger hunt at Pierce Creek with tentative dates of October 26th or November 9th. She indicated that monies left from the

ride would come back to the county for improvements at Pierce Creek, she mentioned about a cement floor in the shelter. She also indicated about changing and finishing up a revised obstacle course (off the ground) for ease of maintenance and weed control.

MOTION: A motion was entered by Martin to adjourn, seconded by Johnson. All in favor and motion carried. The meeting then adjourned at 7:25 p.m.

APPROVED: 10/8/2019

Chair Kathleen A. Jordan

Board Secretary [Signature]

The regular meeting of the Page County Conservation Board was held October 9, 2019 at the Board's office beginning at 6:30 p.m. The meeting was called to order by Chair, Kathy Jordan.

Board members present included Kathy Jordan, Tom Johnson, Holly Martin and Bill Robertson.

Staff present included John Schwab, Terry Broyles and Charly Stevens.

Present as guests were Alan Driskell, Tom Nordhues, Page County Safety Coordinator, John VanNostrand and Jim Varley, Assistant County Attorney,

MOTION: A motion was entered by Johnson to approve the agenda for October 9, 2019 as submitted, seconded by Martin. All in favor and motion carried.

MOTION: A motion was entered by Martin to approve the Minutes of September 10, 2019, seconded by Robertson. All in favor and motion carried.

CLAIMS: The month end claims of September were reviewed. The mid-month claims for October were presented for approval and payment. An explanation of large expenditures was given by staff. A claim from a previous month was questioned and it was towards the installation of playground equipment.

MOTION: A motion was entered by Martin to approve all claims as submitted, seconded by Johnson. All in favor and motion carried.

New Business included safety updates and proposal for park closures for the winter season.

Tom Nordhues was present and introduced himself as the new county safety coordinator. He toured Pierce Creek to check on signage and labeling, will provide a maintenance checklist for monthly playground equipment inspections and overall check for any hazard concerns he may come across and help each department bring themselves into compliance.

A proposal from the Director to close portions of the parks for the winter season was explained in depth. He would like to provide a crossing barrier off Highway 48 to the main parking lot past the campground but leave Ave A open to the main parking lot to allow access for ice fishing and shutting down portions of the park would slow down traffic and protect the roads. Other park areas were discussed for winter closure, close both campgrounds at Pierce Creek. Leave the road open at Pioneer so access can be allowed to the porta pot and Nodaway Valley Park sees a lot of cross-country skiers and hikers, so NVP would remain unaffected. John felt that with the water off and bathrooms closed, people didn't need to be in the parks and there would be less maintenance concerns. He did concur that Rapp Park was the main concern since the roads there are rock versus the paved roads in the other parks. It was decided to table the issue and wait

until we have severe winter weather and the Director can make that decision on closures at that time.

Alan Driskell, frequent camper at Rapp Park, visited with the Board about work that had been done at the boat ramp and funding for it. There are concerns about users of the boat ramp due to it being so shallow and boaters getting stuck. Mr. Driskell indicated that Mr. Stevenson had talked with Trent Tiemeyer on boat ramp repair with an estimate of \$1,000; Mr. Driskell then talked with Colton Beery and received an estimate of \$500.00. Colton then went in and worked over the area of the boat ramp to increase the depth since that area was so shallow. Mr. Stevenson and Mr. Driskell went ahead and had the work done by Mr. Beery and then to figure out how to pay for it and/or recoup the money. Rich Wallace and other park maintenance staff just knew it was taken care of and the Board wasn't approached about it.

MOTION: Martin entered a motion to pay Colton Beery upon the receipt of an invoice for fixing the ramp area, seconded by Johnson. All in favor and motion carried.

The proposed work at Pioneer Park was discussed. Plans are to still drain down the pond mid-October by siphon method; due to the topography of the pond, there may be some re-engineering of the siphons. Once the draining has been completed by park staff, then Mr. Beery will come back and re-evaluate the proposed work. He tentatively thought his portion of the work might be around \$2,000.

It was proposed that the public comment portion of the meeting be moved forward.

MOTION: A motion was entered Martin to proceed with the public comment portion of the meeting ahead of the closed session; seconded by Johnson. All in favor and motion carried.

John VanNostrand, Clarinda Herald Journal, asked why the storm shelter wasn't completed. John reviewed when the project bids were approved in the fall of 2018. No further comments from the public were heard.

Jim Varley, Asst. County Attorney, explained the procedures and reasons of going into closed session according to Chapter 21.5.1.i of the Iowa Code and in this meeting is to discuss the performance and or personnel issues pertaining to Charly Stevens.

MOTION: A motion was entered by Martin to go into closed session, seconded by Johnson. All in favor and motion carried.

MOTION: A motion to adjourn from open meeting to closed session at 7 p.m.

MOTION: A motion was entered by Martin to adjourn the closed session portion and to re-open the public meeting, seconded by Robertson. All in favor and motion carried.

MOTION: A motion was entered by Martin to have John send a letter to Doug Wright requesting him to attend the November meeting, seconded by Robertson. All in favor and motion carried.

MOTION: A motion was entered by Martin to adjourn, seconded by Johnson. All in favor and motion carried. The meeting then adjourned at 7:50 p.m.

APPROVED: 11/12/2019

Chair Kathleen A Jordan

Board Secretary William Robertson

A special meeting was held on Wednesday, October 23, 2019 at the board's office at 6 p.m. The meeting was called to order by Chair, Kathy Jordan.

Board members present included Kathy Jordan, Tom Johnson, Holly Martin and Bill Robertson.

Staff present included John Schwab and Charly Stevens.

Present from the public were John VanNostrand and Allan Jordan.

MOTION: A motion was entered by Martin to approve the agenda for October 23, 2019, seconded by Robertson. All in favor and motion carried.

New Business was the issue of the storm shelter.

John read a text message he received from Doug Wright on Monday, October 21st indicating that Mr. Rucker had moved away, and Doug was trying to work on the storm shelter. Doug indicated that he did not have the knowledge to work on the roof, the additional labor or the finances to complete the storm shelter. John replied to Doug's text indicating that he would talk with the Conservation Board and several others about the best way to move forward.

John said the walls are up and a door is installed but not a FEMA rated door. The block he used for the walls is 8-inch block not 12-inch block. The portion that is done is not built to spec size and cannot be safely used as it stands for a storm shelter. John suggested tearing it down or utilizing it as a utility shed and any modifications made would be cheaper since we're not looking at a concrete roof. Suggestions for alternative use is to finish it and use it as an electrical/plumbing structure if bathrooms were to be built or finish it and use it as a utility shed. Allan Jordan had measured the structure (inside measured 12ft. 9in. x13ft. 6 in.) and (outside 14ft. 8 in. x14ft) and it did not conform to the size suggested in the bid letter of 15x15 that was sent out to the contractors with ADA guidelines for door width and FEMA storm shelter guidelines.

Johnson asked what has been paid out thus far, the county has paid \$11,000 to Doug Wright and the Conservation department has paid \$1,633 for concrete which was for the foundation.

Jordan reviewed the process to date including the installation of water at Rapp Park, and the BOS suggested PCCB researching a storm shelter, perhaps the pre-fabricated kind. The Board thought about what kind of structure to put up, large enough to consider a storm shelter and then adding on in the future for modern bathrooms. Specs were drawn up and bid letters were sent out to contractors for a storm shelter.

Recommendations for alternative uses was discussed at length including a pre-fabricated storm shelter, (size to be determined by the potential number of people/square footage needed) or design a FEMA rated bathroom. Waste removal was discussed as per septic

holding tanks, which we already have estimates on three sizes of tanks. It was suggested to finish the block work, add height and add a metal roof and pre-stressed concrete was discussed by adding to the existing structure to strengthen the walls or having a poured concrete walls and roof.

The Board needs to figure out exactly what they need to come up with a set of specifications that will be required for bids. The plan is to obtain costs on running a sewer line (to eliminate the cost of pumping expense) for a proposed bathroom, develop specifications for a bathroom that would also double as storm shelter, to obtain the cost of a pre-fabricated shelter and the cost to finish that to include the needed amenities under ADA and FEMA guidelines and to obtain bids to finish the utility building.

The Board will be meeting with the BOS to discuss what plans they have arrived at.

MOTION: A motion was entered by Martin to obtain the cost of running a sewer line, to obtain the cost of a pre-fab storm shelter, check on the price of pre-made walls for the existing building, check on FEMA specifications, and obtain bids to finish the existing structure, seconded by Johnson. All in favor and motion carried.

MOTION: A motion was entered by Martin to adjourn, seconded by Robertson. The meeting then adjourned at 7:50 p.m.

APPROVED: 1/12/2019

Chair Heather A Jordan
Board Secretary William Rhetbee

The regular meeting of the Page County Conservation Board was held November 12, 2019 at the Board's office beginning at 6:30 p.m. The meeting was called to order by Chair, Kathy Jordan.

Board Members present included Kathy Jordan, Tom Johnson and Bill Robertson. Absent was Holly Martin.

Staff present were John Schwab and Charly Stevens.

Present from the public was Joyce Kruse.

MOTION: A motion was entered by Johnson to approve the agenda for November 12, 2019, second by Robertson. All in favor and motion carried.

A correction to the October 9, 2019 Minutes "a claim from a previous month was questioned and it was towards the installation of playground equipment" an addendum to that includes; (Vendor – Central Iowa Ready Mix in the amount of \$440 that was paid 9/13/2019 for concrete to anchor the playground equipment at Rapp Park). Also, to be noted from a September 11, 2018 meeting, whereas Tom Stevenson was present at a board meeting to discuss forming an organization called "Friends of Rapp Park". The intent was to assist with making improvements utilizing volunteers at Rapp Park on projects including work on the boat ramp, tree planting, security light, creation of more fish habitat, etc. It was understood that the group would make written recommendations to the Conservation Board for consideration and approval. A motion was entered by Jordan to approve the creation of this "Friends of Rapp Park" with all project ideas to come before the Conservation Board and to be approved before the work is carried out, second by Martin. All in favor and motion carried. (The Minutes for that meeting was approved on October 9, 2018). At the October 9, 2019 board meeting, Alan Driskell was present to inquire about monies that were paid by either him or Mr. Stevenson to have some work done on the boat ramp that has been completed and inquiring how to recoup those funds. The Board wasn't fully aware of the project and Wallace assumed it was being done free. No representation from the "Friends of Rapp Park" had contacted the board prior to having the work on the boat ramp completed. The Board asked Mr. Driskell to have the contractor to present an invoice and the contractor would be paid (per claim of \$500 to Beery Construction that was paid 10/31/2019).

MOTION: A motion was entered by Johnson to approve the Minutes of October 9th and October 23, 2019 and include the corrections to the Minutes regarding the concrete claim that was paid on 9/13/2019 and the clarification of procedures for volunteer entities for projects within the parks, second by Robertson. All in favor and motion carried.

CLAIMS: The month end claims of October were reviewed. The mid-month claims for November were presented for approval and payment. An explanation of large expenditures from both claim pay periods was given by staff. A report of year to date camping revenues and the income from the farm lease at Rapp for the sale of 297.78 bushels of soybeans @ \$8.47/bushel with a net of \$2,505.14 was also reviewed.

MOTION: A motion was entered by Robertson to approve all claims as submitted, second by Johnson. All in favor and motion carried.

New Business included forestry initiatives at Pierce Creek and Nodaway Valley Park, trail issues at Pierce Creek and Nodaway, and Ave A bridge at Rapp Park.

John has visited with Lindsey Barney, District Forester, about a pilot program regarding a large population of Autumn Olive, Honeysuckle and Multi-flora Rose at Pierce Creek. She would like to do a walk-thru between Thanksgiving and Christmas. She indicated that there may be grants available to assist in this inventory of these species. Lindsey also referred to the 2012 Woodland Stewardship plan at Nodaway Valley Park which also has the same three species and the presence of dead/dying pines in the pine plantation due to pine wilt. She recommends that we should be pro-active on timber stand improvement. If we clear out the pines she would recommend only Page County residents having the wood to burn and not allowing transport of the wood out of the county. A time frame for the clearing was not set at this time.

A trail issue at Pierce Creek in the boat ramp area, north of the latrine, is washing out underneath the road. One of the horse trails is washing out underneath the road, need to excavate the area and put in a new culvert to prevent further collapse. For now, some rip rap has been put in and snow fence installed for safety.

There is also a large washout far northwest corner of the campground at Nodaway Valley Park approximately 15ft x 20ft. Some barriers have been installed at the higher end of the trail and that portion of the trail has been shut off to usage. If we decide to keep trails in that portion of the park suggestion would be follow the perimeter trail and build a bridge which would be a huge and costly project and the location is difficult to get to with heavy equipment. Brush clearance/trail maintenance at NVP will be implemented as weather permits.

Ave A bridge at Rapp Park has now been closed to 170th St. The park can be accessed but trails to the north parking lot has been closed by erecting barricades. We will have a river access to maintain for general maintenance (mowing) adjacent to our north parking lot which the mowing area is not a large area. The reason for the access is mainly to benefit Secondary Roads on maintenance of the bridge.

Old Business was some questions/issues at Pierce Creek, Joyce Kruse was present from the public. She indicated that the trails look the best she has ever seen, and she appreciates the work that has been done. If more trail clearing is needed she may be able to get some volunteers. She asked about some rails thrown by the fence, she doesn't see the tie rails now. The horse pens need dirt filled due to earlier compaction at the entrance to the pens. She also indicated about additional items on the obstacle course, basically poles on the ground for the horse's step-over training; these would be stationary in order not to move under the horse's feet. She would like to meet with John on-site to look at potential projects. Does she need to come before the Board about the projects or just talk

to John like she had previously with Rich? Jordan inquired about safety concerns and Johnson wondered about costs involved in any proposed projects at the equestrian area. Joyce informed the Board there wouldn't be safety concerns as the objects would lay flat and no costs to the Board. The consensus of the board was to visit directly with John and then if it involves more than that, he can bring it to the Board. Day use and camping revenues at the equestrian area were reviewed. Some additional signage for day use was discussed.

The storm shelter/bathrooms at Rapp Park was then discussed. John gave the Board an initial rough drawing of a proposal for bathrooms, approximately 16ft x 12ft each. Capacity of campers in a campground setting is a gray area, but we do not need to have a commercial shelter if we were to build 2 separate bathrooms (12 people per side) with handicapped accessibility to utilize as a storm shelter. He indicated that the existing building that is on-site now would be housed in between the 2 bathrooms. The existing building could be used for the plumbing, electrical, hot water heater and minor storage for garbage bags and toilet paper. The floor plan shown is a general and initial design only, board members in attendance stated that it's a starting point and able to modify. A block building will be cheaper than poured concrete walls. Holding tank sizes, cost, and pumping frequency opposed to running a sewer line was discussed at length. Board suggested getting some current estimates on holding tanks. We will need to meet with the City of Shenandoah to discuss the potential of connecting to the city's sewer line.

The backflow preventer would be on the outside of the existing structure or inside a smaller structure and heated to prevent freezing of the backflow preventer. This project is on hold until spring. Drainage needs to be available as the backflow preventer would be sitting on a low area. John has had discussion with Don McAllister (Professional Waste Water Services) regarding what needs to be done with the backflow preventer and its more involved than what the Board was initially told.

Board suggested obtaining some estimates on getting the roof put on that structure.

A discussion on animal control services then ensued. John reviewed a discussion that he had with a DNR representative at a meeting he attended and discussed the issue that Page County does not currently have a Conservation Officer and we've been filling the void and fielding telephone calls from the Sheriff's office, both police departments and the DNR to assist in handling of these calls. The DNR in several conversations has expressed their appreciation in our handling of the calls. A review of an earlier discussion (June 11, 2019) whereas the Board of Supervisors and the Conservation Board stance was that we shouldn't be using county resources since this is a DNR issue. At that time the staff was advised to tell the caller no and to refer them to the appropriate conservation officer and keep track of calls. John reiterated that currently we are filling a void due to lack of a Conservation Officer. Charging for these services was discussed or instituting a policy. The Board suggested that staff use their discretion and contact the DNR regarding the animal handling by case.

John distributed the REAP assembly schedule that will be held at the Shenandoah Library on December 5th from 6:30-8:30 p.m. We've been asked to provide refreshments which we will be reimbursed.

MOTION: A motion was entered by Johnson to adjourn, second by Robertson. All in favor and motion carried. The meeting then adjourned at 8:00 p.m.

APPROVED: 12/10/19

Chair Bathleen Jordan

Board Secretary William W. He

The regular meeting of the Page County Conservation Board was held December 10, 2019 at the Board's office beginning at 6:30 p.m. The meeting was called to order by Chair, Kathy Jordan.

Board members present included Kathy Jordan, Tom Johnson, Bill Robertson and Holly Martin.

Staff present included John Schwab and Charly Stevens.

Present from the public was Joyce Kruse.

MOTION: A motion was entered by Johnson to approve the Agenda for December 10, 2019, second by Robertson. All in favor and motion carried.

MOTION: A motion was entered by Robertson to approve the Minutes of November 12, 2019, second by Johnson. All in favor and motion carried.

CLAIMS: The month end claims of November were reviewed. The mid-month claims for December were presented for approval. An explanation of large expenditures from both claim periods was given by staff.

MOTION: A motion was entered by Martin to approve all claims as submitted, second by Robertson. All in favor and motion carried.

New Business included FEMA update, REAP meeting, hunting policy within the parks, budget work and county vehicle policy.

The FEMA update included the work to be completed on the west berm. We have been approved for mitigation, to reinforce the west side of the berm; according to the mitigation specialist if the work to reinforce the dam was passed up, in the event of another disaster to the same area, we would not be eligible to claim any costs for assistance. The work will consist of removal of 52 cubic yards of vegetation growth and debris, restore 52 cubic yards of fill and restore 9.3 cubic yards of rip rap along the embankment. Basically, the west side of the berm and the east portion of the berm that goes off into the lake will be reinforced according to FEMA specs. John indicated that he had received one written bid in the amount of \$5,000 from Colton Beery for the work to be completed as described and one unwritten bid (which was due November 9th). The completion date of the project is June 30, 2020. He also indicated that he understood that FEMA was to supply us with 80-100 tons of riprap next spring.

MOTION: A motion was entered by Martin to accept the bid of \$5,000 for the proposed work to be completed on the west berm at Rapp Park from Colton Beery Construction, second by Robertson. All in favor and motion carried.

John attended the REAP Assembly that was held at the Shenandoah Public Library on December 5th. Discussion included the IWILL proposal of the 1 cent sales tax and if

passed, 3/8 of that amount would go to CCB's to help fund projects. John was elected to be a delegate to the REAP Congress. The sunset on REAP funding in 2021 was not discussed in detail.

John distributed copies of a Hunting Policy for public hunting areas owned and maintained by the Page County Conservation Board. He had visited with the DNR regarding the policy affecting our areas. The policy prohibits snare trapping, paint ball, motor vehicles not allowed except in designated parking areas, tree stands/blinds, (cannot be physically attached to the tree), hunters must maintain 30 yards from property lines, no baiting, the cutting of trees is prohibited, and no discharge of weapon or hunting allowed within 450 feet of an occupied building. A complete list of the regulations will be posted at the public hunting areas. It was mentioned that horse riding is not allowed in the public hunting areas and should be included within the new policy. (Copy is attached in these Minutes).

MOTION: A motion was entered by Martin to adopt the Regulations for Hunting in Public Hunting Areas owned and maintained by the PCCB and to include the "no horse policy" within the same public hunting areas, second by Robertson. All in favor and motion carried.

Board Chair had received a call from Chuck Morris, Board of Supervisor, about county vehicles being driven home by personnel who is not classified as being on 24/7 call. John will visit with the County Attorney and the Board about the matter.

Budget work for FY20-21, was moved to after the public comment period. No objections on the revised order of business was found.

Old Business included sewer line at Rapp Park, forestry programs and park updates.

The proposal to install a sewer line at Rapp Park was investigated with a conservative price tag of \$450,000 for 6000 ft. (1.5 miles) to the sewer hookup which would also depend on if it was gravity fed or if not enough grade then a pressurized pump system which equals more money. John also investigated the cost of several sizes of holding tanks, the average cost of \$12,000 (7000 gallon holding tank) this would be with no shower or usage of 5,000 gallons/month during peak camping season. A 7000-gallon holding tank would cost approximately \$1,000 to pump per every 7000 gallons. The Board tabled the septic installation until we can work thru our budget process.

Forestry programs initiated by Lindsey Barney, DNR District Forester, has resulted in a tour of Nodaway Valley Park and Pierce Creek. Both parks share some of the same invasive plant issues. Lindsey will be working on an updated woodland maintenance plan for Nodaway Valley Park and Pierce Creek. She indicated she would also, if time allows, to GPS the trails as maps of the trails is often a big request thru the office. Lindsey may try to attend the January meeting to present the maintenance plans.

Park Updates included the trails at Pierce Creek and Nodaway making them 3 ft. wider due to brush clearing. The washout at Nodaway is still barricaded off. The drainage problem next to a trail at the boat ramp area is 99.9% completed. In the spring, it will be reinforced by the addition of a drainage tube in the low sections.

John indicated that we've had several vehicles in the shop including the patrol truck, the tan truck and the Dodge and that the dump truck is still in the shop and they're waiting on a wiring diagram, the issues with the dump truck may not be as what originally thought.

Public comment portion was then opened to the floor. Joyce Kruse inquired about trail work at Pierce Creek and she is very pleased with the results of the work completed this fall.

The Board then proceeded to work on the preliminary FY20-21 budget.

MOTION: A motion was entered by Johnson to adjourn, second by Martin. All in favor and motion carried. The meeting then adjourned at 8:15 p.m.

APPROVED: 1/14/2020

Chair Kathleen Jordan

Board Secretary [Signature]