

**1. Call to Order**

David Riley, Chairman, called the regular meeting of the Des Moines County Conservation Board to order at 5:30 p.m. at the Starr's Cave Nature Center

**Those Members Present:** David Riley, Cathy Ziglar, James Steer, Stacey Rector and Jim Garnjobst

**Those Members Absent:** None

**Others Present:** Supervisor Beck, LaVon Worley, Chris & Hillary Lee, Kim Perlstein and Joel Behne

**2. Additions and Deletions to Agenda:**

- a. None.

**3. Delegations/Public Input:**

None.

**4. Election of Officers**

- a. Member Appointment.

LaVonn L. Worley has been appointed to the board to replace outgoing member David T. Riley. LaVonn read his Oath of Office and signed his Board Member Agreement.

- b. Members will hold following office on the Board for 2013.

- Chairman - Stacey Rector
- Vice Chairman - Cathy Ziglar
- Secretary - Treasurer – Jim Steer
- Member - Jim Garnjobst
- Member - LaVonn Worley

**#64** : Motion by Jim Garnjobst, seconded by LaVonn Worley, to approve the election of officers for 2013. Motion passed unanimously by all members present.

**5. Approval of Minutes:**

**#65** Motion by Jim Steer, seconded by Cathy Ziglar, to approve the minutes of the November 07, 2012 board meeting. Motion passed unanimously by all members present.

**6. Approval of Report of Activities for November 2012:**

**#66** a. Motion by Cathy Ziglar, seconded by LaVonn Worley, to approve the reports of activity for November 2012. Motion passed unanimously by all members present.

**7. Approval of Claims for November 2012:**

**#67** a. Motion by Jim Steer, seconded by Cathy Ziglar, to approve the claims for November 2012. Motion passed unanimously by all members present.

**8. Acceptance of Donations:**

- a. Phyllis H. Rothlauf, Robert H. Rothlauf Memorial. \$25.00 yearly donation for wetland development.
- b. David L. Wiemer. \$500.00 Big Hollow Lake Project.

**9. Committee Reports:**

- a. **Shooting Range:** Jim Steer advised that he would leave this report for discussion under Old Business #a. Shooting Range.

Jim Garnjobst distributed copies of a newly drafted Safety Plan. A request was made that all those receiving copies read it and make changes, additions, corrections if needed and return them to the committee for review by January 02, 2013.

- b. **Flint River Trails:** Director Perlstein reported that they are still anticipating the trail being completed by the end of the year as required. Most of the trail has been recently rocked. Required displays will be erected prior to January 1<sup>st</sup>, 2013.
  - c. **Observatory:** Cathy Ziglar, no report.
  - d. **REAP:** David Riley, No report.
- Committee assignments for 2013 were made at this time.**
- **REAP – Stacey Rector**
  - **Observatory – Cathy Ziglar**
  - **Shooting Range – Jim Steer**
  - **Flint River Trails – Jim Garnjobst.**

**#68** Motion by Cathy Ziglar, seconded by LaVonn Worley, to approve committee appointments for 2013. Motion passed unanimously by all members present.

**10. Project Updates:**

Operations Supervisor Lee:

- The Big Hollow Cabin is progressing. Windows, doors, interior trim has been completed. Kevin Moore, volunteer, is currently making heavy shutters so that the cabin can be closed securely for the off seasons.
- Deer season is approaching. Rangers will be sharing patrol duties during this time.
- Winter work has started. Staff will be working on repairing and updating equipment for the much anticipated arrival of spring.

**11. Old Business:**

**a. Shooting Range**

The earthwork for the 25 and 50 year shooting ranges has been completed. Both berms are now approximately 20 feet in height. Top soil was applied to the top and sides so that grasses will grow after seed has been placed. Sand has been removed from the face of each range and will soon be moved to the side. Lead mining will then take place as possible. New sand will be placed so that ranges can be re-opened. The shelter will need to be moved to be better utilized for the new angle that the 50 yard range now sits. It is anticipated that the 25 yard range can be opened in late December. The 50 will be opened as soon as it is feasible in early 2013.

**New Business:**

**a. DMCC Fiscal Year Annual Report**

Joel presented the board with the annual report. Handouts were presented to all members.

**b. Gahn Shooting Complex Proposal**

Operations Supervisor Chris Lee presented a proposal for a new shooting complex that could be built at the Gahn Site behind the Administration building.

This initial proposal contained a letter of support from the Des Moines County Sheriff's Office. Local law enforcement could become a primary user of the range(s) and proposed garage style building which would be used as a classroom.

A shooting station would be built as there is much demand for that type of clay bird shooting in our area. Chris has been in contact with IDNR Range Coordinator, Ben Burka, and he indicated that the facility could be built properly and safely. Several area residents have been contacted for comment. No opposition at the present time. A public hearing would be required to proceed.

Distances between adjacent lands have been initially approximated and an easement has been requested of the landowner to the east. Chris believed that landowner was very much onboard with this project. The land to the north is owned by the DMC Landfill and should remain green space for a long time.

This project is being presented at this time so that the needed groundwork had been completed for a grant application to be made in the early part of 2013.

Discussion concerned: Size, type and price of an automatic throwing machine. Number of stations. Cost to access or use the facility for the public and law enforcement. Notification to surrounding neighbors, sound/noise total cost of the facility and anticipated continuing expenses. Board Member Jim Garnjobst asked that Chris bring back more numbers for the board.

**c. Perlstein, Resignation**

Director Perlstein presented the board with her letter of resignation. Directors letter gave a date of February 01, 2013 as a final date. The board accepted, with regret, Kim's resignation.

**#69** Motion by Jim Steer, seconded by Cathy Ziglar, to approve the resignation of Executive Director Kim Perlstein. Motion passed unanimously by all members present.

**d.** Hiring Committee. Director Perlstein offered several options to the board to facilitate the hiring of a new director. After board discussion it was determined that a search committee would be formed consisting of Jim Garnjobst, Jim Steer and Supervisor Beck. The position is to be advertised in the local media, our website and other locations where the position will be publicly noticed.

**#70** Motion by Jim Garnjobst, seconded by Jim Steer, to approve the advertising of the position of Executive Director with the media. Motion passed unanimously by all members present.

**13. Informational Items/Correspondence/Board Comments:**

**a.** The budget for FY13/14 is being worked on at the present time. Meeting has been set for January 04<sup>th</sup>, 2013 to officially begin the process by meeting with the board.

There will be a staff meeting on December 06, 2012. Board members are welcome.

**14. Adjournment:**

**#71 a.** A motion by Jim Steer, seconded by Cathy Ziglar, to adjourn the December 05, 2012 board meeting. Motion passed unanimously by all members present. Meeting adjourned at 7:02 p.m.

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Stacey Rector, Chair

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Jim Steer, Secretary/Treasurer