

1. Call to Order

Jim Steer, Chair, called the regular meeting of the Des Moines County Conservation Board to order at 5:30 p.m. at the Des Moines County Conservation Administration Building.

Those Members Present: James Steer, Jim Garnjobst, LaVon Worley and Cathy Ziglar.

Those Members Absent: Angela Vaughan.

Others Present: Matt Mitchell, Shaun Langan, Kent Rector, Alex Buhmeyer, Chris Lee and Office Manager Joel Behne

2. Additions and Deletions to Agenda:

- a. Added Approval of Special Meeting Minutes at 4b.
- b. Moved up #11: New Business, b. Mowing Contract as Matt Mitchell and Shaun Langan were present to hear the bid that had been received.

3. Delegations/Public Input:

- a. None.

4. a. Approval of Minutes for October 07, 2015:

#73. Motion by Jim Garnjobst, seconded by LaVon Worley, to approve the minutes of the November 04, 2015 Board Meeting. Motion passed unanimously by those members present.

#74. Motion by Cathy Ziglar, seconded by Jim Garnjobst, to approve the minutes of the November 16, 2015 Special Board Meeting. Motion passed unanimously by those members present.

5. Approval of Report of Activities for November 2015:

#75. Motion by Cathy Ziglar, seconded by LaVon Worley, to approve the reports of activity for November 2015. Motion passed unanimously by those members present.

6. Approval of Claims for November 2015:

#76. Motion by Jim Garnjobst, seconded by LaVon Worley, to approve the claims for November 2015. Motion passed unanimously by those members present.

7. Acceptance of Donations

- a. None

8. Committee Reports:

a. **Shooting Range:** No report. Next meeting will be December 16th at which time the SOP will be reviewed.

b. **Flint River Trails:** Cathy Ziglar. No report.

c. **Observatory:** LaVon Worley reported that December thru February the Observatory will be closed. They will re-open the 3rd weekend of March 2016.

d. **REAP:** Director Lee reported that there is no current activity. Lobby Days will be in Des Moines in March.

REAP grant application for Nature Center was not approved. Our grant application was #10 of 15 submitted. The grant will be re-written and resubmitted without the software funding request.

9. Project Updates: By Director Lee

a. Starr's Cave Nature Center Upgrades:

Renovation continues. Conservation Staff has been assisting Kevin Moore with the final touches. The office move has been completed.

- b. North Gorge Trail:** Alex Buhmeyer submitted a document outlining the progress of the North Gorge Trail. Much has been accomplished in a short time with many volunteer hands. Maps of that which has been completed and that which will, hopefully, be completed in the future. Funding sources are being sought and others are donating already.

c. Big Hollow

Director Lee will be addressing the SR Advisory Committee at their next meeting. He would like to visit with them about changing some of the requirements and perhaps having a day pass on certain days so that those who cannot get to our classes or visit the park might be able to shoot. There would be a charge and someone would be at the range to collect fees etc.

Director and Staff recently completed a camping survey. The survey was of 29 campers who had camped at least two times this season at Big Hollow. The survey was conducted to better determine what these campers liked most, least and what they would like to see in the future. In just this short survey it was clear that RV campers wanted a Dump Station, Shower House. They were not particularly interested in more cabins, the beach or even a convenience store type of availability. This survey will help to better determine the direction needed to provide what is important to our customers.

10. Old Business: Donor Wall.

Jim Garnjobst brought another sample of quarry tile so that the board members might better see the difference from previous samples.

A work session will be scheduled for the near future in order to complete this item.

11. New Business:

a. IWILL Resolution

An Official IWILL Resolution was presented and signed by Chairman Steer. Des Moines County Conservation Board had previously passed a resolution that was more informal. The resolution will be forwarded to the proper individuals representing IWILL.

#77. Motion by LaVon Worley, seconded by Cathy Ziglar, to approve the Resolution supporting Funding the Outdoor Recreation Trust Fund. Motion passed unanimously by those members present.

b. Mowing Contract.

A request for Proposal (RFP) for a new Mowing Contract was sent out to interested contractors. Bids were to be returned prior to 3:00 p.m. Friday November 20, 2015. Bid proposals received as follows:

- Blades of Green/Dan Wirt – Cost per cycle (10-14 day) Total per cycle: \$1,145.00
- Burlington Lawns/Ryan Barngrover – Cost per cycle (10-14 day) Total per cycle: \$1,245.00
- Langan Painting & Lawncare LLC/Shawn Langan – Cost per cycle (10-14 day) Total per cycle: \$1,440.00

Director Lee noted that one of the bids had a lower alternative cost for a 5 year contract. However, since that was not a requested alternative within the RFP, therefore, that portion on that bid was not considered.

The award of this contract was with the stipulation in the RFP that if County Conservation was satisfied with the work and/or service provided by the awarded contractor after the first year that the mowing contract could be extended for 5 years without a rebidding of the contract.

#78. Motion by Jim Garnjobst, seconded by Cathy Ziglar, to approve the low bid by Blades of Green in the amount of \$1.145 per 10-14 day cycle. Motion passed unanimously by those members present.

c. Strategic Plan review:

Director Lee provided the Board Members with the updated 2016 Strategic Plan. The priorities are still the same for Big Hollow and the Trail. Much has been done this past year.

#79. Motion by LaVon Worley, seconded by Jim Garnjobst, to approve the 2016 Strategic Plan. Motion passed unanimously by those members present.

d. Budget.

Director Lee updated the Board Members on the Land and Water Conservation Fund Grant. It appears, at this time, that LAWCON was allowed to expire and therefore, no funding will be available. Director will continue to monitor that program.

Director Lee intends to request funding for double the seasonal help for FY16/17 as well as some adjustments to other line items. He will also be exploring the possibilities of having the Supervisors utilize a revenue bond to assist conservation with the completion of the Big Hollow infrastructure if fundraising and grant awards fall short of goals. Director will keep the board updated as he proceeds.

e. Trapping Policy:

Des Moines County Conservation currently has a Trapping Policy that was adopted on 12-06-1978 and revised on 08-06-1980.

In November an individual contacted the department to inquire about a permit to trap at Big Hollow for this upcoming season. According to current policy he would have had to have made application during the month of August.

In revisiting the Iowa DNR Licensing process it was recommended that this policy be rescinded and to allow those few individuals that trap to do so utilizing existing law, Iowa DNR seasons, licensing, rules and regulations.

After discussion a motion to rescind was made.

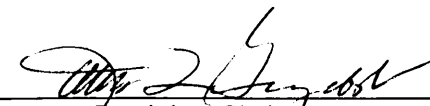
#80. Motion by Jim Garnjobst, seconded by Cathy Ziglar, to rescind the existing Trapping Policy. Jim Garnjobst, Aye. Cathy Ziglar, Aye. Lavon Worley, Nay. Motion passed.

12. Informational Items/Correspondence:

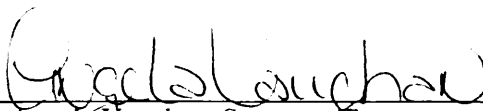
- a. ISAC Conference Report – Director Lee reviewed by board.
- b. NAI Conference Report – EE Manager Rector review by board.

13. Adjournment: Meeting adjourned at 7:02 p.m.

Next meeting will be held at the Des Moines County Administration Office at 13700 Washington Road in West Burlington, IA. Meeting will be held at 5:30 p.m. on Wednesday January 06, 2016. The public is welcome.



James Garnjobst, Chair



Angela Vaughan, Secretary/Treasurer