

1. Call to Order

Jim Steer, Chair, called the regular meeting of the Des Moines County Conservation Board to order at 5.25 p.m. at the Des Moines County Conservation Administration Building.

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

Those Members Absent: None

Others Present: Lisa Walsh, Chris Lee and Office Manager Behne

2. a. Additions and Deletions to Agenda:

Moved 15 New Business a. Mississippi Parkway Commission with Lisa Walsh up. Lisa introduced herself to Conservation Board members. She took this opportunity to explain the mission of the MPC and indicated that they currently have two priority projects. That being the Cascade Bridge and the Montrose Road Crossing. Their goal is to continue to keep their priority projects in front of the public and those who have the ability to contribute to their continued progress.

3. Delegations/Public Input:

a. None

4. Member Agreement and Oath of Office

a. Angela Vaughan

Oath of office was read by Angela for the record and formally witnessed by Chairman Jim Steer & Secretary/Treasurer LaVon Worley.

5. Election of Officers

- a. Chairman – Jim Garnjobst
- b. Vice Chairman – LaVon Worley
- c. Secretary/Treasurer – Angela Vaughan
- d. Member – Cathy Ziglar
- e. Member – Jim Steer

#01. Motion by Cathy Ziglar, seconded by Jim Steer, to approve the Election of Officers for 2016 as listed above. Motion passed unanimously by those members present.

6. a. Committee Appointments

The following appointments were made by Chairman Jim Garnjobst.

Shooting Range Advisory: LaVon Worley

Flint River Trail: Angela Vaughan

Observatory: Jim Steer

REAP: (IWILL) - Cathy Ziglar

#. A motion by Cathy Ziglar, seconded by LaVon Worley, to approve the appointments for the upcoming year. Motion approved unanimously by all members present.

7. a. Approval of Minutes for December 02, 2015:

#02. Motion by Jim Steer, seconded by Angela Vaughan, to approve the minutes of the December 02, 2015 Board Meeting. Motion passed unanimously by those members present.

8. Approval of Minutes for December 14, 2015 Special Board Meeting:

#03. Motion by LaVon Worley, seconded by Cathy Ziglar, to approve the minutes of the December 02, 2015 Board Meeting. Motion passed unanimously by those members present.

Approval of Report of Activities for December 2015:

9.

- #04. a. Motion by Jim Steer, seconded by Angela Vaughan to approve the reports of activity for December 2015. Motion passed unanimously by those members present.

10. **Approval of Claims for December 2015:**

- #05. a. Motion by LaVon Worley, seconded by Cathy Ziglar, to approve the claims for December 2015. Motion passed unanimously by those members present.

11. **Acceptance of Donations**

- a. Tyler Stigge. 10 Wood duck boxes. Valued at \$200.00
- b. Jessica Johnson's Nature Club. Junior Explorers League. \$200.00. For EE supplies and program materials.
- c. J.R. Barr. \$30.00. Annual donation for the Big Hollow Lake Project and in Memory of Bob Zaiser.
- d. Katheryn R. Peck of Fairfield, IA. \$50.00 cash. Annual donation.

12. **Committee Reports:**

- a. **Shooting Range:** Jim Garnjobst advised that there was a meeting in December. Discussion was mostly regarding the possible use or implementation of a Guest or Day Pass for the Shooting Range. Members of the Advisory Committee were in agreement that there were a lot of day visitors and campers that could and/or would utilize the range in that manner. No changes at this time. Further information and a plan will be pursued.
- b. **Flint River Trails:** Cathy Ziglar had no report.
- c. **Observatory:** LaVon Worley reported that the next meeting will be on February 18, 2016 at 7:00 p.m. at the Burlington Public Library.
- d. **REAP:** Jim Steer had no report. Director Lee advised that the IWill Lobby Day at the Capital will be held on 03-03-16. The REAP Lobby Day at the Capital will be held on 03-22-16.

13. **Project Updates: By Director Lee**

a. **Big Hollow:**

Director Lee has recently been in contact, via conference call, with SHPO and those involved with the archaeological process for Big Hollow. The current area being planned for the Donor Wall may be used to provide the required information concerning the project and nothing further needs to be built or added. Wapsi Valley Archaeology, Inc. has been contacted as they have all the required information and they have completed this process for others in the past. Those involved with the call are ready to sign off on the project once the display is up and the website is updated with historic information.

Current Fundraiser: One donation has been received to date in the amount of \$500.00. That donation will appear on the listing for the February 2016 Board Meeting.


b. **Starr's Cave Nature Center Upgrades:**

The new office, restrooms and lower level upgrades are receiving their finishing touches. The open house is scheduled for January 16 from 4:00 to 5:30 p.m. just prior to the Volunteer dinner.

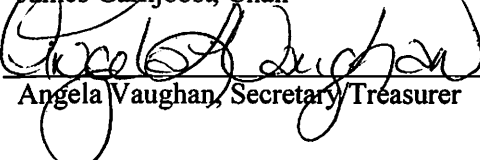
Renovation of the second floor will begin after the upcoming summer camp season has been completed.

During a recent conversation with a property owner it was determined that a parcel of land adjoining the existing SCP&P is available for purchase. Director Lee will be in contact with the State to see if they would be able to find the funding for the purchase. The State would be the reasonable buyer as they own the property that DMC Conservation manages for them.

- d. **Hickory Bend:**
IDOT has indicated that they are willing to move forward on the proposed purchase of the Wasson property that would be used for a stream mitigation program they need to address. DOT will work with Des Moines County Conservation going forward.
14. **Old Business:**
- a. **Big Hollow Donor Recognition Wall:**
It has been discovered that red tile is the only color available from Polar Engraving on all three sizes needed. The BHS Art class is working on designs for the tile layout. The estimated cost for Klingner to engineer the wall is \$7,000, well over what was expected. No Formal decisions were made. This item of old business will be continued at a later date.
15. **New Business:**
- a. **Mississippi Parkway Commission – Lisa Walsh:** See Additions and Deletions 2a.
 - b. **Big Hollow Shooting Range SOP:**
The SOP was reviewed by all board members.
- #06. A motion by LaVon Worley, seconded by Jim Steer to approve the Shooting Range SOP for 2016. Motion passed unanimously by all members present.
- c. **Bylaws review:**
The Bylaws were reviewed by all board members.
- #07. A motion by Angela Vaughan, seconded by Cathy Ziglar, to approve the Bylaws. Motion passed unanimously by all members present.
- d. **Director Review:**
The Board will meet immediately prior to the February 03, 2016 Board Meeting to discuss their individual reviews.
- e. **2017 Budget:**
The Board reviewed the proposed budget request provided by Director Lee for FY 16/17.
- #08. A motion by LaVon Worley, seconded by Jim Steer, to approve the proposed budget for FY 16/17 and to be presented to the Board of Supervisors. Motion approved unanimously by all members present.
16. **Informational Items/Correspondence:**
- a. **2016 Suspense Calendar:**
Board has reviewed the updated 2016 Suspense Calendar and found it to be laid out consistent with County Conservation needs.
 - b. **Residence Inspections:**
Both county residences are ready for inspections. A listing of available time's will be provided to board members so they can decide best times and dates to accomplish the inspections. Date and times to be determined in the future.
17. **Adjournment: Meeting adjourned at 6:39 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 February 03, 2016. The public is welcome.



 James Garnjobst, Chair



 Angela Vaughan, Secretary/Treasurer