

The Tama County Conservation Board met in regular session on Wednesday, January 10, 2018, at the Tama County Nature Center, Otter Creek Lake & Park. The meeting was called to order by Chair Atchison at 7 p.m.. Members present were: Adolphs, Atchison, and Wrage. Also present: Etzel and Wise.

Minutes from the regular session of December 13, 2017, were read. It was moved by Adolphs, seconded Wrage to accept the minutes as read, carried. (All voting aye)

The following bills were presented:

TO BE PAID FROM GEN'L FUND		Amount of Bill	Category Total
Etzel, Robert	15-Dec-17	2,049.25	
	29-Dec-17	<u>2,049.25</u>	
		4,098.50	4,098.50
0001-22-6100-000-41400 Telephone			
Verizon	1Dec18, Office 484-2231	16.52	16.52
0001-6110-100-22-223 Salary- Main Supervisor			
Wise, Craig	15-Dec-17	1,806.40	
	29-Dec-17	<u>1,806.40</u>	
		3,612.80	3,612.80
Salary- Conserv Tech/Park Ranger			
Ryan Rieger	15-Dec-17	1,551.20	
	29-Dec-17	<u>1,551.20</u>	
		3,102.40	3,102.40
Salary- Naturalist/Park Ranger			
Roberts, Logan	15-Dec-17	1,551.20	
	29-Dec-17	<u>1,551.20</u>	
		3,102.40	3,102.40
TOTAL ALL PAYROLL		9,817.60	
0001-22-6110-000-25450 Mt Veh- Minor Repair			
J&V Auto Parts	#514228 HD truck cable;#514006 snow plow kit;#513544 battery- '12 Chev PU	378.95	
Van Wall Equip	#751094 wet charged battery- International 4900 dump truck	<u>358.28</u>	
		737.23	737.23
0001-22-6110-000-29252 Main & Supplies			
Bauch & Lechtenberg Law Office	Legal fees- OMG/Cessford land acquisition	2,260.00	
Clapsaddle Garber	Land Survey Inv#35994 OMG/Cessford property	2,707.00	
Dolezal Farm Supply	#0112545 black oil sunflower seed (NC)	18.00	
Hrabak Lumber	#0184421 misc lumber, hardware; #0184519 hex nuts, carriage bolts	273.68	
Poweshiek Water Assoc.	Water, OCP- West for Nov/Dec, Prev: 1246K, Current: 1247K, Used: 1K	41.50	
	Water, OCP- East for Nov/Dec, Prev: 697K, Current: 699K, Used: 2K	46.00	
	Water, OCP- residence, for Nov/Dec, Prev: 77K, Current: 81K, Used: 4K	58.60	
Scharnweber Water Cond., Inc.	15 & 18 Dec17 work on NC heat pumps, 31Dec17 misc parts	753.60	
Shopko	#2465, #6592, #00135 misc Env Ed supplies	56.94	
Tama County Abstract	Continuation of Abstract OMG/Cessford Property	410.00	

Tama Co. Highway Dept	#1455 2.05T sand/salt mix @ \$50 per T	102.50	
Tama Co Solid Waste Disp Comm	Landfill fees- Dec	49.00	
Tama Toledo Ace Hardware	#013244 ball valve, sharkbite conn, adapter;#013347 kerosene (5 gals)	86.53	
VISA	Walmart- space heater- oil for NC; Theisen's- birdseed- peanuts	50.40	
Wilkerson Hardware	#B199605 15W clear exit bulb	5.49	
Whannel Hardware	#A37497 pipe. Ball valve, 90 degree elbow, adapter	47.64	
		6,966.88	6,966.88
0001-22-6110-000-43000 LP Gas			
New Century FS	Pre-paid LP purchase, Ticket #48909, 5Jan18		
	1000 gals LP @ \$1.129/gal = \$1129, LPER = \$6.00, HAZ = \$9.00		
	Shop= 550 gals, Main residence = 200 gals, boat bldg = 250 gals		
	Rem Bal \$1,394.66- \$1,144.00 = \$250.66		
	Total Bills Submitted, Gen'l Budget		21,636.73
From REAP Account			
0023-22-0210-000-60096 REAP Account			
Tama County	FY '18 1/2 of County Conservation Board share- Naturalist/Ranger	8,385.00	8,385.00
From Nature Center Trust Account			
0031-22-6120-000-29272 Main & Supplies			
Fareway Stores	#00008874 EE supplies- knee high naturalists; #00008596 misc supples- Env Educ	49.04	
	Remainder paid from REAP account		
	Total Bills Submitted, Nature Center Trust		49.04
	Total All Bills Submitted		30,070.77

Moved by Wrage , seconded Adolphs to approve bills as presented, carried. (All voting aye).

Reports and Correspondence. Maintenance Report Wise updated the Board on work started or completed during December. The work included: Otter Creek Park: burn brush piles, cut stups, fix broken line- Nature Center heta pump, repair water heater- Nature Center, move snow, repair lights on plow truck, cut Autumn olive in road ditch, replace rollers- warehouse doors, **TF Clark Park** Main gate vandalized by pickup, chained up gate as damage allowed/
Naturalist/Park Ranger The monthly report from the Naturalist was presented to the board. / **Legislation** A flier was handed out to the Board regarding the need to fund the Natural Resources and Outdoor Recreation Trust Fund. The IWill initiative was passed resoundingly in 2010 and has yet to be funded, A poll conducted in November, 2017, showed that 69% of Iowan's support funding the trust by increasing the state sales tax by 3/8 of one cent.

Election of Officers for 2018 It was moved by Adolphs, seconded Wrage that John Keenan shall serve as Chairman during 2018, carried. (all voting aye)

It was moved by Adolphs, seconded Atchison that Wrage serve as vice-chairman during 2018, carried, (all voting aye)

OMG/Cessford Property Etzel relayed that he had met with Marty McCoy, son of Bob McCoy, an adjoining land-owner. Marty was inquiring as to the Conservation Board's plans with the property. The Board discussed a right-of-way corridor to allow the McCoy's cattle to access pasture ground on the east and west side of the newly acquired property. The Board indicated they did not wish to see the property grazed but were willing to discuss a short crossing easement to allow moving cattle from one pasture to the other on occasion. The easement would connect the SW corner of the

McCoy property lying east and south of the newly acquired property through the planned parking lot to the SE corner of the McCoy property lying west of the tract. Board members agreed they were not in favor of granting a ROW easement from the SE corner of the newly acquired property to the proposed parking lot using county property rather than McCoy property. The Board also indicated they are open to discussing other questions or requests relative to the property.

Salaries- FY '19 The Board discussed salaries of staff for FY '19. The Board discussed the salary of the Maintenance Supervisor/Park Ranger. The Board discussed salary levels agreed upon through discussion with the Supervisors in 2006. At that time the conservation staff was tied to levels within the County Engineer's pay grade. After discussion it was agreed that a salary adjustment for the Maintenance Supervisor/Park Ranger was justified based on his performance, responsibilities and eighteen years of experience.

Regarding the remaining two positions: Naturalist/Park Ranger and Conservation Technician/Park Ranger the Board discussed continuing to move the salaries to the salary levels agreed to in 2006. It is hoped that both positions will reach the agreed upon wage by FY '20.

After discussion it was moved by Adolphs, seconded Wrage that salaries for FY '19 be set at the following levels:

POSITION	BASE WAGE (per hour)	LONGEVITY BONUS	FY '19 WAGE (per hr)
Maintenance Supervisor/Park Ranger	\$23.66	\$0.35	\$24.01
Conservation Technician/Park Ranger	\$20.23	NA	\$20.23
Naturalist/ Park Ranger	\$20.23	NA	\$20.23

Motion carried (all voting aye).

[**Note:** The Director's salary is tied to the Auditor's Salary as agreed upon in 2006. The Auditor's salary for FY '19 will not be determined until the Board of Supervisors take action on the recommendations of the Compensation Board.]

FY '19 Budget Presentation Etzel presented a proposed budget for FY '19. The Board reviewed the budget and supporting documents on how certain line items were determined. Particular discussion centered on the following major budget considerations, challenges and needs:

1. Salary adjustments for FY '19 and beyond
2. Vehicle, Machinery Replacement Strategy
3. Capital Projects upcoming and how to fund them
4. LAD Account- challenges relative to upcoming lake restoration and increasing the balance to be used as a match for potential lake restoration grants. A blind estimate of the match needed when, and if, the lake is targeted for restoration could be from \$300,000- \$450,000. It is hoped the lake restoration will occur within 5- 8 years.

Etzel presented a suggested budget to the Conservation Board including the salaries as approved. The budget was as follows:

2018- 2019 TAMA COUNTY BUDGET WORKSHEET					
Dept Name: <u>Conservation</u> Dept No.: <u>22</u>					
					Proposed
CAPITAL PROJECTS	Actual	Actual	Budgeted	Re-estimated	Budget
Description	2015- 2016	2016- 2017	2017- 2018	2017- 2018	2018- 2019
Buildings-Perm Improvmnt					
0001-22-0210-000-61094	4,770	49,039.78	72,500	72,500	100,000
Buildings-Perm Landscape					
0001-22-0210-000-62494					

Activity Totals	4,770	49,039.78	72,500	72,500	100,000
					Proposed
	Actual	Actual	Budgeted	Re-estimated	Budget
ADMINISTRATION	2015- 2016	2016- 2017	2017- 2018	2017- 2018	2018- 2019
Salary- Director					
0001-22-6100-100-661	50,428.00	52,520.09	53,892	53,892	55,860
Stationery & Forms					
0001-22-6100-000-26000	1,287.00	557.22	1,800	1,800	1,400
Magazines/Books					
0001-22-6100-000-26100	105.00	105.00	100	100	100
Wearing Apparel					
0001-22-6100-000-29400	140.00	202.55	250	250	250
Off Pub, Legal Not					
0001-22-6100-000-40000	1,374.00	863.44	1,000	1,000	1,400
Postage					
0001-22-6100-000-41200	457.00	335.03	450	450	450
Employee Mile/Subsist					
0001-22-6100-000-41300	821.00	786.15	800	800	800
Telephone					
0001-22-6100-000-41400	2,827.00	1,982.79	3,000	3,000	2,200
School of Instruction					
0001-22-6100-000-42200	1,000.00	1,520.46	2,375	2,375	3,160
Dues & Memberships					
0001-22-6100-000-48000	1,590.00	1,570.00	1,650	1,650	2,150
Office Equip & Furniture					
0001-22-6100-000-63600	7,388.00	2,355.00	2,700	2,700	2,700
Activity Totals	67,417.00	62,797.73	68,017	68,017	70,470
2018- 2019 TAMA COUNTY BUDGET WORKSHEET					Approved by Board:
Dept Name: <u>Conservation</u> Dept No.: <u>22</u>					
					Proposed
PARK MAINTENANCE	Actual	Actual	Budgeted	Re-	Budget

				estimated	
& OPERATIONS	2015- 2016	2016- 2017	2017- 2018	2017- 2018	2018- 2019
Main Supv/Ranger					
001 6110 101 22 223			47,983	47,983	49,941
Conservation Tech/Park Ranger					
001 6110 101 22 226			40,622	40,622	42,078
Ranger Naturalist					
			40,622	40,622	42,078
Seasonal Workers					
001 6110 101 22 224			28,859	28,859	29,440
Total Salaries	207,106.00	155,755.44	158,086	158,086	163,537
Fuels					
0001-22-6110-000-25050	3,733.00	8,471.11	9,500	9,500	9,500
Tires & Tubes					
0001-22-6110-000-25350	1,294.00	2,811.53	1,600	1,600	1,552
Minor Motor Vehicle Parts					
0001-22-6110-000-25450	6,062.00	9,135.10	13,000	13,000	10,000
Minor Equip & Hand Tools					
0001-22-6110-000-29050	309.00	130.44	615	615	955
Recreational Supplies					
0001-22-6110-000-29252	58,862.00	57,785.09	70,000	70,000	68,000
Wearing Apparel					
0001-22-6110-000-29400	817.00	259.16	750	750	750
Natural & LP Gas					
0001-22-6110-000-43000	3,515.00	2,385.34	8,000	8,000	6,500
Electric Light & Power					
0001-22-6110-000-43100	15,210.00	15,795.35	18,000	18,000	17,000
FEMA 2013					
0001-22-6110-000-44720	0.00	22,332.89	0	0	0
Agricultural & Horticultural					
0001-22-6110-000-63000	5,300.00	19,950.00	26,000	26,000	36,000
Motor Vehicle					
0001-22-6110-000-63597	0.00	0.00	0	0	
Shop Equipment					
0001-22-6110-000-63700	744.00	963.49	1,755	1,755	2,930
Activity Totals	302,952.00	295,774.94	307,306	307,306	316,724
Total General Basic Fund	375,139	407,612	447,823	447,823	487,194
General Supplemental Funds					
ADMINISTRATION					
FICA (7.65%)			(7.65%)	(7.65%)	(7.65%)
0002-22-6100-000-11000	3,803.00	3,962.60	4,123	4,123	4,273
IPERS			(10.14%)	(10.14%)	(10.21%)
0002-22-6100-000-11100	4,904.00	5,108.94	5,303	5,303	5,703
Health Ins- Co Share (Admin.)					

0002-22-6100-000-11300	17,324.00	17,324.00	17,324	17,324	20,753
TOTALS	26,031.00	26,395.54	26,750.00	26,750.00	30,730
PARK MAINTENANCE & OPER.					
FICA (7.65%)			(7.65%)	(7.65%)	(7.65%)
0002-6110-000-11000	15,770.00	11,837.15	12,094	12,094	12,511
IPERS (8.67%)			(8.93%)	(8.93%)	(9.44%)
0002-6110-000-11100	12,464.00	10,954.34	11,540	11,540	12,659
Health Ins- Co Share (Pk. Main.)					
0002-6110-000-11300	23,109.00	24,596.24	25,320	25,320	19,125
TOTALS	51,343.00	47,387.73	48,954.00	48,954.00	44,294
Activity Totals General Supp	77,374.00	73,783.27	75,704.00	75,704	75,024
Department Totals	452,513.00	481,395.72	523,527.00	523,527.00	562,217.97

After considerable discussion it was moved by Wrage, seconded Adolphs to accept the budget as presented, carried. (all voting aye)

After discussion of assorted conservation topics it was moved by Adolphs, seconded Wrage to adjourn, carried. (all voting aye) Adjourned 9:15 p.m..

CHAIR

VICE-CHAIR