

Meeting Minutes September 3rd, 2025

Call to Order:

Meeting was called to order at 6:34pm by Chair Wacha

Board Present:

Wacha, Kenkel, Allen, Dunning, Behrens

Staff Present:

Behrens, Tague

Public Comment: None

Approval of Consent Agenda:

Motion by Kenkel to table meeting minute approval until minutes are amended to reflect change in motion notes within prior month meeting minutes, and to include a copy of June and July meeting minutes for final approval. Second by Behrens. All voting in favor. Motion Passes.

Motion by Kenkel to approve September claims with the edit of August monthly expenses to remove a repeat, copy paste error on expenditures for Archery equipment that was approved at the prior month's meeting. Second by Behrens. All in favor: Kenkel, Behrens, Dunning. Against: Allen. Motion passes.

Information Items:

Maintenance Report:

Maintenance Supervisor Horne provided his maintenance report for the month of August.

Naturalist Report:

Naturalist Tague provided her report for education and outreach for the month of August.

Director Report:

Director Behrens provided his report for the month of August.

Director Behrens presented an update on Fall Fest planning: Several vendors and food trucks have been enlisted, target challenge games will take place under nature center deck, looking for music to play outside, free canoe rentals will be offered at concrete main boat ramp, passive yard games available at top parking area, all public for Fall Fest to park in temporary parking field.

Action Items:

Fall Fest Raffle Items: Director Behrens presented his ideas for raffle item packages and prices, suggesting a raffle ticket range from \$1-\$20.

Motion by Wacha to set a \$500 allowance for purchase of raffle ticket price items, not including any potential gift card or monetary donations from suppliers. Seconded by Behrens. All in favor: Wacha, Behrens, Kenkel, Dunning. Against: Allen. Motion passes.

Motion by Wacha to set Kayak prize package raffle ticket price to be \$10 and available for presale. Second by Behrens. All in favor. Motion passes.

Motion by Kenkel to set Fareway Gift Card prize raffle price at \$10 if Fareway giving away single \$100 gift card. Second by Dunning. All in favor. Motion passes.

Motion by Wacha to set gun raffle ticket price to \$10 and to decide if or how to combine gun packages once knowing gun values, and to make available for pre-sale. Seconded by Behrens. All in favor. Motion passes.

Motion by Wacha to set most other raffles at \$5 price and not available for pre-sale. Seconded by Kenkel. All in favor. Motion passes.

The group suggested the director establish 12 and under appropriate prizes that could be set at \$1 raffle ticket prices.

Motion by Wacha to direct Director Behrens to generate weekend camping coupons/certificates to be available as raffle prizes for target challenge participants, being awarded one raffle ticket if individual makes a bullseye, limit one per participant, to be entered into a weekend camping coupon raffle with 8 total winners. Seconded by Kenkel. All in favor. Motion passes.

Motion by Dunning to direct Director Behrens to generate full week camping coupons/certificates to be available as door raffle prizes for anyone who enters the nature center for Fall Fest, limit one per individual, to be entered into a weeklong camping coupon raffle with 2 total winners. Seconded by Kenkel. All in favor. Motion passes.

Ranger Approval and Specifics: Director Behrens provided an update on a job offer for Park Ranger that went to Owen Eli, and his subsequent acceptance. Director Behrens presented a formal offer letter to the Conservation Board for approval. The Board had some edit suggestion for Work Schedule and inclusion of language regarding enrollment in ILEA for Peace Officer Certification.

Motion by Kenkel to direct Director Behrens to add to the job offer letter language that states employment as Park Ranger is contingent on completion of ILEA academy by December 31, 2026 and payback be noted at a stepped rate similar to the previous Park Ranger. Second by Behrens. All in favor: Kenkel, Behrens, Dunning. Against: Allen. Motion passes.

TF Clark Fencing: The group discussed boundary and fence circumstances surrounding TF Clark for the newest Board members.

Ike's Funding: Director Behrens presented historical deposits since 2023 for the Ike's funds and explained to the Board that Ike's fees are tracked separately but ultimately go into the General Fund and do not show up normally on Expense/Income Ledgers.

Motion by Allen to establish an Ike's Savings Account similar to the LAD and REAP accounts at Lincoln Savings Bank. Second by Kenkel. All in favor. Motion passes.

Spending Limit: Director Behrens presented historical large spending (over \$500) since 2023 noting projects, new equipment, repairs, etc that have warranted large spending bills, emphasizing that spending has continued to remain within the budgetary limits for essential expenses and things that go towards the mission of the conservation department.

Motion by Dunning to set a spending limit for the department at \$1000 requiring 3 signatures from Conservation Board members for approval, prior to purchase. Seconded by Allen. All in favor: Dunning, Allen. Against: Wacha, Kenkel, Behrens. Motion fails.

OnBoard AI: Director Behrens presented his findings on OnBoard AI utility and function and presented a case against the software, based on talks with IT consultants, auditors office, Supervisors, claiming the program does not appear to add any time saving features, likely wouldn't translate minutes well if the AI add on was purchased, doesn't integrate well with auditor requirements for claims and signatures, and is too expensive. Director Behrens was operating a Free Trial version of the software along with an add on AI transcriber for the meeting.

Motion by Dunning to purchase OnBoard AI software Premium package for \$3000 for a 1 year subscription. Seconded by Allen. All in favor: Dunning, Allen, Behrens. Against: Kenkel. Motion passes.

Staff Vehicle Use/Director Review:

Motion by Behrens to table these items until Closed Session can be scheduled with HR included. Seconded by Kenkel. All in favor. Motion passes.

Discussion:

The Board suggested bringing a transcript of the free trial AI to the next meeting to review effectiveness.

Adjourn:

Motion to adjourn by Kenkel. Seconded by Behrens. All in favor. Meeting adjourned at 9:47pm