



# LEE COUNTY CONSERVATION BOARD

P.O. Box 218, 2652 Highway 61 Montrose, Iowa 52639  
Phone: 319-463-7673 Fax: 319-463-5013

email: [conservation@leecounty.org](mailto:conservation@leecounty.org).

web site: [leecounty.org / mycountyparks.com](http://leecounty.org/mycountyparks.com)

## MINUTES OF THE JANUARY 11, 2011 MEETING OF THE LEE COUNTY CONSERVATION BOARD

**BOARD MEMBERS PRESENT:** William Mullan, Gary Johnson, Rodger Whitaker

**BOARD MEMBERS ABSENT:** Alexandra Wright, Kevin Taylor

**EMPLOYEES PRESENT:** Tom Buckley, Diana VerDught, Clint Oldfield, John Pawling

**CALL TO ORDER:** The meeting was called to order by Vice Chair, William Mullan at 2:00 pm in the Board's Office at Heron Bend Conservation Area, 2652 Highway 61, Montrose, Iowa 52639

**EMPLOYEES PRESENT:** Tom Buckley, Diana VerDught, Clint Oldfield, John Pawling, Karen Johlas Szalkowski

**INTRODUCTION OF NEW BOARD MEMBERS WRIGHT AND TAYLOR:**  
Buckley informed the Board that Alexandra Wright will be here soon, but Kevin Taylor will not be able to make this meeting.

### APPROVAL OF PREVIOUS MINUTES:

**MOTION:** Whitaker/Johnson  
Accept minutes of the December meeting as presented.

Aye: Mullan, Whitaker, Johnson

**GUSETS OR INTEREST GROUPS:** Buckley introduced Mel Allison and Brad Wilson to the Board and suggested that the Board move to item 8 on the Agenda. Buckley went on to say that for the last 14 years, the Lee County Conservation Board has sponsored the Lee County Pheasants Forever at the 250.00 level and recommended the Board support them again this year.

**MOTION:** Whitaker/Johnson  
To sponsor Lee County Pheasants Forever Banquet.

Aye: Mullan, Whitaker, Johnson

**APPROVAL OF BILLS:** Buckley asked the Board to look over the bills and informed them if they had any questions he would be glad to answer them. Johnson asked of the e-pay and speed pay charges on the water and electric bills.

MOTION: Whitaker/Johnson  
Accept as presented

Aye: Mullan, Johnson, Whitaker

**APPROVAL OF FINANCIAL/REVENUE:** Buckley went over the Revenue and Financial reports with the Board and told the Board that we are over extended due to the cost of the cabins.

MOTION: Whitaker/Johnson  
Approve as presented

Aye: Mullan, Johnson, Whitaker

**PARKS REPORT / SIGN MOWING CONTRACT:** Buckley told the Board that we have received the contract from Flex Deck and it will need to be signed by the Board.

Buckley informed the Board that Pawling and Oldfield continue to work on the Cabins and the projected completion date of the first cabin is in February and that the staff is just waiting for the Electrician to complete his inspection before covering interior walls.

Buckley went on to tell the Board that we have flood work that needs to be done, but we are waiting for our budget to get back in line, Buckley continued to inform the Board of a log that is down across the creek at Burks Run which will need to be removed before spring flooding, that the Administration and Environmental Education is preparing for Eagle Days and Maintenance is busy with snow removal.

**FOUNDATION UPDATE:** Buckley informed the Board of the donations received from the since the December meeting

**ELECTION OF OFFICERS FOR 2011:**  
Mullan nominated Whitaker for Chair

MOTION: Mullan/ Johnson  
Nominate Whitaker for Chair

Aye: Mullan, Johnson Whitaker

**ELECTION OF OFFICERS FOR 2011(continued):**

Gary Johnson nominated Mullan for Vice Chair,

MOTION: Johnson/Whitaker  
Nominate Mullan for Vice Chair

Aye: Johnson Whitaker, Mullan

Mullan nominated Johnson for Secretary.

MOTION: Whitaker/ Mullan  
Nominate Johnson for Secretary

Aye: Mullan, Whitaker, Johnson

**ADOPT CHANGE TO BOARD POLICY IN DIRECTORS ABSENCE:** Buckley told the Board that we talked about this in December's meeting; Buckley reads LCCB will follow the following procedure in the Directors absence for more than three consecutive days; the Director will designate the person in charge during his absence at least 3 days before his planned absence. This will replace the procedure established in 1997.

**REVIEW/APPROVE 2011/2012 BUDGET:** A lengthy discussion took place between the Director and the Board

MOTION: Whitaker/Johnson  
That the Budget for \$690,227. be presented to the Board of Supervisors at next meeting.

Aye: Mullan, Whitaker, Johnson

**CLARIFY PERSONNEL POLICY REGARDING VACATION CARRYOVER:** Buckley informed the Board that there has been some confusion of this policy and it needs to be clarified. A discussion followed.

MOTION: Whitaker/Johnson  
LCCB vacation policy will allow 1 year plus 40 hours

Aye: Mullan, Dusanek, Whitaker

**CABIN PROGRESS:** Pawling told the Board that Maintenance is waiting for the final electrical inspection on the first cabin before they can cover the interior walls which will complete the first cabin.

The second cabin is on a list for the foam insulation to be sprayed, and the plumber should be here next week.

**PROJECT REPORTS AND UPDATES:** Buckley told the Board that Eagle Days are this weekend. Winterfest will follow, Environmental Education is busy doing school programs and Maintenance is continuing work on the cabins. Buckley invited the Board members to work Bald Eagle Days.

**NEXT MEETING:** February 8, 2011 at 2:00 PM.

**ADJOURN:**

MOTION: Whitaker/Johnson  
To adjourn 3:12 pm

Aye: Mullan, Whitaker, Johnson

  
Rodger Whitaker  
LCCB President

  
Gary Johnson  
LCCB Secretary