

# LEE COUNTY CONSERVATION BOARD

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## MINUTES OF THE JUNE 14, 2011 MEETING OF THE LEE COUNTY CONSERVATION BOARD

**BOARD MEMBERS PRESENT:** William Mullan, Kevin Taylor, Rodger Whitaker

**BOARD MEMBERS ABSENT:** Gary Johnson, Alexandria Helmick

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

**CALL TO ORDER:** The meeting was called to order by Chair, Rodger Whitaker at 6:00 pm in the Board's Office at Heron Bend Conservation Area, 2652 Highway 61, Montrose, Iowa 52639

### APPROVAL OF PREVIOUS MEETING MINUTES:

**MOTION:** Taylor/Mullan  
Accept minutes of the May meeting as presented.

Aye: Mullan, Taylor, Whitaker

**GUSETS OR INTEREST GROUPS:** Harry Sylvester, Three Rivers Conservation Foundation Board

**APPROVAL OF BILLS:** Buckley explained to the Board that due to the amount of money expended on the cabins at Wilson Lake that LCCB will carry some bills into the 2011-2012 budget year.

**MOTION:** Mullan/Taylor  
Accept bills as presented

Aye: Mullan, Taylor, Whitaker

**APPROVAL OF FINANCIAL/REVENUE:** Buckley went over the Financial and Revenue reports with the Board.

MOTION: Mullan/Taylor  
Approve financial and revenue reports as presented

Aye: Mullan, Taylor, Whitaker

**PARK REPORTS:** Buckley informed the Board that LCCB is paying the Host at Wilson Lake to inspecting the rental cabins, and that he would be hosting an Open House at the Cabins next Tuesday.

Buckley told the Board that 3 of the 5 areas prone to flooding are under water again, and informed the Board that LCCB is losing ground at Redwing Access.

A lengthy discussion took place about renewing the contract with the DNR for Galland School which was tabled until July 12<sup>th</sup> meeting.

Buckley informed the Board that we have had a loose agreement with the Croton Community Club for some time. Buckley stated that in the past the Community Club did not want us to place any Rules and Regulation posters on this area. They also balked at the shelter rental cost increase. It appears that the only use this area is receiving is by the Community Club. Buckley went on to say that this area is not providing the County with a whole lot of use compared to the cost of mowing, trash removal, staff maintaining the area, electric and water costs. Buckley informed the Board that even if LCCB was to take this area over, we would not receive enough revenue to be offset even a small portion of the costs. Buckley informed the Board that they will need to take a good hard look at some of these areas that are just simply not being used. Whitaker informed Administration to draft a letter to the Community Club challenging them to keep it open or phase the area out by the end of the year. Whitaker went on to say "we don't want to lead them on."

**FOUNDATION UPDATE:** Buckley told the Board that Three Rivers Conservation Foundation would be meeting this Thursday and that he would be asking the Foundation for financial support for Adventure Camp. Buckley also told the Board that the Foundation is moving their fund raising event to August. Buckley told the Board that Three Rivers Conservation Foundation had put close to \$10,000.00 toward the Cabins at Wilson Lake for furnishing and landscaping.

**APPROVAL OF DESIGN PARTNERSHIP FOR JOINT BUILDING ARCHITECT:**

MOTION: Mullan/Taylor  
Approve Design Partnership as the architect firm for the joint building venture with the Health Department

Aye: Mullan, Taylor, Whitaker

**APPROVAL OF PART-TIME SUMMER CONSERVATION AIDE:** Buckley informed the Board that he and Pawling held interviews and they offered Bryce Bartholomew the position, providing the Boards approval.

MOTION: Taylor/Mullan  
Approve Bryce Bartholomew as part time summer conservation aide for 24 hours per week at 7.25 an hour to begin on July 5,2011.

Aye: Mullan, Taylor, Whitaker

**APPROVAL OF CONCESSIONAIRE:** Buckley told the Board that he and Oldfield held interviews and have offered Emily Miner the position, providing the Boards approval.

MOTION: Taylor/Mullan  
Approve Emily Miner as Concessionaire at Pollmiller Park to begin on May20, 2011

Aye: Mullan, Taylor, Whitaker

**CONFIRMATION OF 1.5% PAY INCREASE FOR STAFF JULY 1 AND .5% PAY INCREASE ON JANUARY 1:** Buckley informed the Board that this is just a confirmation to follow Administration.

MOTION: Mullan/Taylor  
Approve 1.5% pay increase for staff July 1 and .5% pay increase on January 1

Aye: Mullan, Taylor, Whitaker

**FINAL REVIEW ADOPTION OF CHANGES TO PERSONNEL POLICY:** Buckley stated that this will simplify things for Staff and Auditors.

MOTION: Mullan/Taylor  
Approve personnel policy as presented to take effect July 1, 2011

Aye: Mullan, Taylor, Whitaker

**UPDATE ON POLLMILLER PROJECT:** Buckley told the Board that LCCB has withheld money to repair the roadway as requested by the County Attorney. At this point there has been no new update.

**CABINS POLICY AND REVENUE PLANNING AND OPEN HOUSE:** Buckley told the Board that he did present this to the Board of Supervisors today. Buckley told the Board that the money from hotel/motel tax goes to the Board of Supervisors and they will put the sale tax toward advertisement for the Cabins at Wilson Lake. The Supervisors also agreed to allow us to use 55% of the income earned to address maintenances and future revenue generating developments. The remaining 45% of the revenue will count against the tax asking.

**MOTION:** Mullan/Taylor  
Accept the proposal to place 55% of cabin revenue into the Land Acquisition and Capital Improvements Trust Fund.

Aye: Mullan, Taylor, Whitaker

**PROJECT REPORTS AND UPDATES:** Buckley told the Board that Johnson and Tebbs are planting as much as possible and Johlas-Szalkowski and Geerdes have finished the school programs.

Buckley told the Board that there where around 80 people that showed up for the Trail Kick off event here at the Heron Bend Conservation Area.

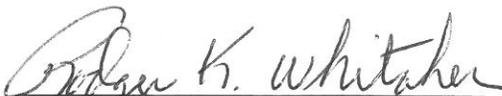
**COMMENTS/COMMITTEE REPORTS FROM THE BOARD** Mullan asked when LCCB will start taking reservations for duck blinds. He deadline is June 30<sup>th</sup>.

**NEXT MEETING:** July 14, 2011 at 6:00 PM.

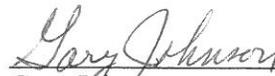
**ADJOURN:**

**MOTION:** Mullan/Taylor  
To adjourn 7:15 pm

Aye: Mullan, Taylor, Whitaker



Rodger Whitaker  
LCCB President



Gary Johnson  
LCCB Secretary