

Story County Conservation Board  
Monday, August 9, 2010  
Story County Conservation Center, McFarland Park

1. Chair W. Clinton called the meeting to order at 7:00 p.m.
2. ROLL CALL

MEMBERS	STAFF	GUESTS
Wayne Clinton – present	Steve Lekwa	None
Erin Wilgenbusch – present	Jolene Van Waus	
Ted Tedesco – present	Carol Williams	
Don Toms – present	Rick Carter	
Joyce Hornstein – present	Ryan Wiemold	
3. INTRODUCTION OF GUESTS  
Director Lekwa introduced staff members.
4. REVIEW OF AGENDA AND HANDOUTS  
The chair noted supplemental packet materials and the IACCB ballot.
5. APPROVAL OF MINUTES  
MOTION by T. Tedesco, SECOND by J. Hornstein, to approve the minutes of the July 12, 2010 board meeting. MCU.
6. APPROVAL OF CLAIMS AND RECEIPTS  
MOTION by D. Toms, SECOND by E. Wilgenbusch, to approve all claims and receipts as submitted. MCU.
7. FINANCIAL REPORTS AND UPDATES  
Lekwa stated he did not have any additional reports. Chair Clinton acknowledged Financial Data Coordinator Van Waus for the reports she prepares for the board packets.
8. SCHEDULE OF UPCOMING EVENTS/MEETINGS  
Director Lekwa mentioned the September O.W.L.S. program about Gladys Black by Larry Stone. Lekwa has Stone's book if anyone wants to borrow it. Lekwa and Hornstein are planning to attend the IACCB fall conference. Clinton will make his decision soon.
9. COMMUNICATIONS  
None
10. PUBLIC COMMENTS  
None
11. APPROVE PREFACE FOR ELECTED OFFICIALS AND BOARDS RE: STORY COUNTY EMPLOYEE HANDBOOK  
Chair Clinton explained that the board of supervisors has spent a lot of time and effort in assembling and approving an employee handbook to address county policies and procedures. This is the first time elected officials and chairs of boards have been asked to

sign a preface acknowledging that they have seen and support the document, realizing that there will be areas where there are differences among departments.

Lekwa stated that Conservation attempts to pattern its policies and procedures as closely as possible to Story County's. Lekwa added that it will be a major task for administrative staff to update and format SCC's policies. Clinton reiterated that this board can adjust policy where they feel strongly and that no department is required to sign the preface.

MOTION by T. Tedesco, SECOND by E. Wilgenbusch, to approve the "Preface for Elected Officials and Boards" and to authorize Board Chair Wayne Clinton's signature on this document on behalf of Story County Conservation. MCU.

12. APPOINT RYAN WIEMOLD AS A PEACE OFFICER FOR STORY COUNTY CONSERVATION

Lekwa announced that Wiemold has successfully passed all preliminary tests provided by the Iowa Law Enforcement Academy and is eligible to be appointed in this role. On-the-job training will continue until Wiemold goes to the academy in September.

Chair Clinton read the statement of appointment, and Wiemold was sworn in by reading the affirmation of statement. Board members congratulated Wiemold on his new position.

13. IACCB STRATEGIC PLANNING COMMITTEE'S FINANCIAL STRUCTURE

Lekwa showed a PowerPoint presentation provided by IACCB. Since Don Brazelton will be retiring in June 2011, the organization has to make some changes. Due to a combination of factors, the association's cash reserves have been depleted. A new dues structure is proposed based on the amount of tax dollars each county provides to their conservation department. Story County's dues would increase from \$850 to \$2,000/year. Current services and proposed services (including Americorps opportunities, countyparksiowa.com, and Voter Voice) were compared.

Clinton noted the increase in dues and questioned where Story County Conservation would find these additional funds. Tedesco asked what benefits SCC would receive from Americorps. Lekwa said SCC could potentially have an intern; however, SCC has not had an employee in the past, and local cost share would need to be provided. Tedesco and Wilgenbusch were concerned that SCC would have to cut other areas to have these services. Lekwa stated that continuity is needed and to keep in mind that increased dues are necessary to keep the structure of the association.

Tedesco asked if there is a backup plan if counties do not pay their dues. Lekwa said that currently there is not. This decision will need to be made by the committee after the vote at fall conference. Hornstein added that the strategic planning committee is trying to move the organization forward, and it will be difficult to find someone to replace Brazelton.

Lekwa urged the board members to vote on the proposal recommended by the strategic planning committee, emphasizing that the association needs the board members' input to move forward.

14. SPECIAL PROJECTS, *PARTNERS*, AND HEART OF IOWA NATURE TRAIL CONSTRUCTION UPDATES

Carol Williams, special projects ranger, reported on her activities during the past year.

Major work areas included:

- Grants - Writing and administering water trail, wildlife habitat, fish habitat, and miscellaneous grants.
  - Williams is working on completing the grant for the Skunk River Water Trail.
  - Administrative work was involved in the Sleepy Hollow Access boat ramp; S. Lekwa helped with construction.
  - Story County now owns the Shreck Access.
  - Progress continues on the kiosk panels (part of the water trail grant). The Skunk River Paddlers are working on the text; Williams hopes to get the project out for bids soon.
  - The habitat grant (\$402,000) for the Jennett Heritage Area scored well due to the diversity of wildlife habitat. It will take around 7 years to convert corn fields to prairie. SCC will be meeting with the INHF to come up with additional funding arrangements. Public programs are planned to raise funds and awareness of this wonderful property.
- GIS - Color photos and images for updates to brochures and maps are prepared.
- Law enforcement – Increased activity occurs in the summer months. It has been a challenging summer, but the sheriff's office has been a big help.
- Public programs – Williams helped with Halloween Hike and Trek the Trails events.
- *Partners* – Most of Williams' time in this category is spent planning and attending spring and fall festivals and bi-monthly committee meetings. A photo contest sponsored by *Partners* is held during the spring festival. *Partners* budgeted \$7,500 towards the purchase of a 15-passenger van for EE, \$5,000 towards a toddler playground at Breezy Bay Campground, and pledged up to \$5,000 towards acquisition of the Jennett Heritage Area. Williams reported that the status of the endowment has not been resolved yet.
- Trails – Over 50 percent of Williams' time was spent on Heart of Iowa Nature Trail construction (phases VII and VIII), High Trestle Trail meetings, trails advisory committee meetings, and trail work days. Williams appreciated the opportunity to attend the legislative snowmobile ride on the HOINT. Williams helped host public meetings in communities along the HOINT, which were well attended by various trail user groups. The need for increased signage was mentioned, including emergency signs. Williams commented that it was not a bad summer for bridge work on the HOINT. The deck was poured in July. The overlook on pier 4 had to be eliminated because the beams weren't set far enough apart. Work on the trail portion of the project has not been started due to rain.

The board thanked Williams for her presentation.

15. RESIDENT RANGER POSITION UPDATE

Lekwa stated that the applications (due August 10) are coming in at a slower pace than the park ranger opening. Lekwa hopes to find and hire a candidate who is already law-enforcement certified before the Labor Day weekend.

16. DISCUSSION OF FOCUS GROUPS

E. Wilgenbusch distributed a list of focus group session questions for board members to review. Although a paid facilitator could charge up to \$25,000 for a focus group this size,

Wilgenbusch said she would be willing to take on this task as best as she can and facilitate sessions for the first four questions (preferably in the next month). Wilgenbusch welcomed help from the remaining board members and also recommended Donna Gilligan as a facilitator. Wilgenbusch added that one of the focus groups (5-7 people) could meet at the campground while others could meet at the conservation center. Trail users and anglers are other potential groups with whom to talk.

17. DISCUSSION OF CONSERVATION DIRECTOR'S JOB DESCRIPTION AND SUCCESSION PLAN

There was discussion regarding the director's job description. Lekwa mentioned keeping five key areas of the job description with one or two core statements under each of these categories. Lekwa will provide a modified version of the job description for the September board meeting.

The board will establish a timeline for filling the director's position at the September board meeting. Advertising could start as early as November 2010 to fill the position by June 2011. Lekwa stated he would be willing to consult after resigning from full-time employment.

18. OTHER

W. Clinton announced that he toured the Johnson County Conservation center recently. The interior of the facility was built entirely in-house by their staff. Clinton has pictures if other board members are interested in seeing them.

ADJOURNMENT

MOTION by T. Tedesco, SECOND by E. Wilgenbusch, to adjourn the meeting. MCU.  
Chair Clinton adjourned the meeting at 9:00 p.m.

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Recording Secretary

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