

Louisa County Conservation Board - Regular Meeting Minutes

Thursday, January 11, 2024, at 3:00 pm (rescheduled from 1/8/24 due to weather)

Louisa County Complex, 12635 County Road G56, Wapello, IA 52653

Zoom: <https://us02web.zoom.us/j/89045963632>; Meeting ID: 890 4596 3632

Attendance: Jacob Ewart, Noah Robb, Dani Boysen, Lana Artz-McComb, Elizabeth Kling, Joellen Schantz, Josh Hardin, Shawn Maine, Randy Schlutz, Jim Rudisill

1. Agenda Approval (action)
Motion – Elizabeth Kling, Second – Joellen Schantz, Passed – all ayes
2. Audience Consideration (informational)
None
3. Officer Election (action)
Following a short discussion:
Motion by Joellen Schantz for Shawn Maine to be Chair. Second – Elizabeth Kling. Passed – all ayes
Motion by Josh Hardin for Joellen Schantz to be Vice Chair. Second – Elizabeth Kling. Passed – all ayes
Motion by Josh Hardin for Elizabeth Kling to be Secretary. Second – Elizabeth Kling. Passed – all ayes.
Discussion that Lana Artz-McComb will also record minutes and then combine with Elizabeth’s minutes.
4. Officer’s Oath (action)
Completed
5. Consent Agenda
a. Minutes (12-4 regular meeting, 12-4, 12-5, 12-7, 12-15 special meetings)
Motioned by Josh Hardin to Approve all minutes. Second – Joellen Schantz. Passed – all ayes
b. Bills
c. Financial Report
6. Interim Director Update (informational)
Artz-McComb reported that the park patrol cell phone is up and running. Staff is working on getting the number listed on all documents at kiosks, on louisacountyconsevation.org, and on mycountyparks.com. Reported that she completed compiling a list of all the grants that LCC has previously applied for to aid the future director with grant planning. The bulk of her Interim Director time has been spent on the budget with budget hearings taking place towards the end of January. Any work for FY25 at Eden Park can be asked for from the Eden trust through Jay Schweitzer by February 9th, 2024. TSI at Virginia Grove began on Thursday. Noah and Jacob have put physical closure signs in place. Lana has posted information on facebook.
7. Maintenance Update (informational)
Robb reported that they’ve been using the forestry mulcher on HNT portions and on Flaming Prairie road between the campground and landing. Installed new cable barriers on the HNT due to reported side by side usage. Pesticide applicator renewals are complete. TSI at Virginia Grove is expected to last 3 days.

8. Director Position Description

(possible action)

Following discussion, Josh Hardin motioned to leave the Director Position Description as written with the removal of applicants with a two-year degree being allowed. Second – Elizabeth Kling. Passed – all ayes

9. Director Pay Scale

(possible action)

Kling reported that she contacted Adam Shirley with ICCS to get a spreadsheet of the salary survey for all 99 counties. She indicated that Louisa County is in line with similar sized counties with regard to director salary. Outlier counties with higher paid directors are directors that have been in the position for many years.

Discussion on advertising a pay range based on qualifications of \$60,000 to \$75,000.

Motion by Josh Hardin to table any action on establishing the Director Pay Scale until after the FY25 budget is approved and COLA is established. Second – Joellen Schantz. Passed – all ayes

10. Director Hiring Process

(possible action)

Advertisement will be made with the pay range listed above. Publicize position opening through MyCountyParks.com, Louisacountyconsevation.org, in the newspaper, and notifying Auditor.

Motion by Josh Hardin to have the position open for 30 days from date of newspaper publication on 1/17/24 for 30 days closing on 2/16/24. Second – Joellen Schantz. Passed – all ayes

11. Chinkapin Bluffs Shelter Progress

(possible action)

Hardin reports that Geo has pushed beginning work three times due to winter delays and work at the Complex. Plans to start on 1/15/24

12. FY 25 Budget

(discussion)

Artz-McComb provided budget worksheets to all board members comparing FY24 to proposed FY25. She explained any additions, deletions, or major adjustments needed for FY25

13. FY 25 Budget Approval

(action)

Motion by Josh Hardin to approve the FY25 budget. Second – Elizabeth Kling. Passed – all ayes

14. Next regular meeting: Monday, February 5, 2024, at 3:00 pm

at the Louisa County Complex & Via zoom

(informational)

A hiring committee for the second round of applicants for the Director position will be established.

15. Adjournment

(action)

Motion to Adjourn by Josh Hardin, Second – Joellen Schantz, Passed – all ayes.

Chair

Secretary/Treasurer

Date Approved

*Chair – Maine Vice-chair – Schantz
Secretary/Treasurer – Kling*

*Louisa County Bylaws regarding voting by the Chair/Acting Chair:

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LOUISA COUNTY CONSERVATION



12635 County Rd G56, Suite 101
Wapello, IA 52653
P: 319.523.8381
dboysen@louisacountyia.gov

Board Members

Joellen Schantz
Vacant
Josh Hardin
Shawn Maine
Elizabeth Kling

Louisa County Conservation Board - Regular Meeting Minutes

The Louisa County Conservation Board met in regular session on Monday, February 5, 2024; 3:00 pm at Louisa County Complex.

Board Present: Josh Hardin, Elizabeth Kling, Joellen Schantz, and Shawn Maine

Staff Present: Lana Artz-McComb, Noah Robb, and Jacob Ewart

Public Present: Jim Rudisill (press), Randy Schlutz

Meeting Called to Order: at 3:02 pm by Maine.

Agenda Approval: Hardin motioned to approve the agenda. Schantz second. Motion passed all ayes

Audience Consideration: none

Consent Agenda: Hardin motioned to approve. Kling second. Motion passed all ayes

Interim Director update: Met with Tom Wahl regarding the future plans for the pawpaw grove at Chinkapin Bluffs. The research project is complete. Artz-McComb will include information in the newsletter for those who are interested. Artz-McComb made contact with Jay Schweitzer regarding the FY25 request for Eden Trust. Mike Heller from Foth Infrastructure will be coming to the March meeting to discuss possible easements on the Honey Creek Mitigation project. Friday is the kickoff event for the Drake Capstone projects – Artz-McComb will attend to meet with the students who will be working on the management plan for Toolesboro. EE reports that all summer staff have been hired – Brelynn Randall and Griffin Schoonover. EE received \$1500 grant from the Schlutz Foundation to increase accessibility at Langwood for the camp for Visually Impaired youth.

Maintenance Update: Robb reports that Luke Perkins is returning as the 6 mo seasonal and Bryar Runnells will be one of the 3 mo seasonals. Still waiting to hear on the other candidate. The new pickup truck has been picked up from Mincer and will be getting the logos this week. Added to the report on the meeting with Tom Wahl – the fruit of the original trees are at the end of their palatable life and need to be refreshed with grafted genetics. Tom has offered to donate his expertise and genetic stock to help LCC invigorate the pawpaw grove so that hopefully they can be harvestable fruit trees for public enjoyment. Discussion of the plans for the accessibility improvements at the Virginia Grove pond – inquired if the Board would like LCC to hire out concrete work. Board said yes and then LCC will take care of the construction and fish habitat. Robb will reach out for bids (it is a very small area) and get that process started.

Director Hiring Process – establish hiring committee: Elizabeth Kling and Josh Hardin will be on the committee with Robb and/or Artz-McComb sitting in to assist with answering candidate questions. Elizabeth Kling will handle the communication aspect of the hiring committee. Position closes Feb 16.

Chinkapin Bluffs Shelter Progress: Geo is underway. Ewart checked on the progress today. Hardin says they expect to be done this week. The contractors set aside the wind vane and the original sign from the side of the shelter. Both are at the maintenance shop.

FY25 Budget: Maine indicates meetings this week to go over final numbers. LCCB will hold a special meeting before the March meeting if the budget needs to be changed.

General discussion held on trash issues at River Forks Access which led to general discussion of a plan for that boat landing (sand work, dirt work, trashcans, planting etc.)

Next Regular Meeting: Monday, March 4, 2024, at 3:00 pm at the Louisa County Complex and via Zoom.

Adjournment: Josh Hardin motioned to set the meeting and adjourn. Second by Kling. Motion passed unanimously.

Chair

Secretary/Treasurer

Date Approved

*Chair – Maine Vice-chair – Schantz
Secretary/Treasurer – Kling*

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Board Members

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Elizabeth Kling

Louisa County Conservation Board - Special Meeting Minutes

The Louisa County Conservation Board met in special session on Monday, February 12, 2024; 10:00 am at Louisa County Complex.

Board Present: Josh Hardin, Elizabeth Kling, Joellen Schantz, and Shawn Maine

Staff Present: Lana Artz-McComb, Dani Boysen, Noah Robb, and Jacob Ewart

Public Present: Jim Rudisill (press)

Meeting Called to Order: at 10:04 am by Maine

Agenda Approval: Motion by Schantz, Second by Hardin, Passed all ayes

Budget Revision Discussion: Maine provided a quick report in his role as Louisa County Supervisor. Louisa County is above the minimum tax rate. The State has capped the tax rate. The County is taking in less while expenses are going up. Taxes can't be raised. Plan is to reduce county-wide budget by \$1 million.

There was discussion on Revenue vs Expenses and questions were asked to clarify at what point the "10% reduction" was being taken from. Budget revision went line by line – looking at past expenditures and discussion where reductions could happen. Reductions included office supply, board member mileage, board member school of instruction, seasonal naturalists salaries were moved to REAP funding from general basic, equipment and machinery costs were waitlisted until future years. Reminders of ongoing expenses like the Virginia Grove Maebus Repayment and the Indian Slough survey work. Total reductions: \$38661

Budget revision moved to revenue line by line – looking at past revenue and discussing changes. \$15000 was added into estimated land sales revenue with the intent to schedule a meeting regarding Hoover Nature Trail sections. Revenue is less than in previous years because no major federal or state grants are planned for FY25. Kling said that Board should review revenue at December 2024 meeting to see what actual summer revenue ended up being as compared to today's projected revenue. Total revenue projection: \$152849

Budget Revision Approval: Motion by Hardin, Second by Schantz, Passed all ayes

Adjournment: Motion by Hardin, second by Schantz. Passed all ayes. 10:59 am

Chair

Secretary/Treasurer

Date Approved

Chair – Shawn Maine Vice-chair – Joellen Schantz
Secretary/Treasurer – Elizabeth Kling

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Louisa County Conservation Board - Special Meeting Minutes

The Louisa County Conservation Board met in special session on Tuesday, February 20, 2024; 1:00 pm at the Louisa County Complex.

Board Present: Josh Hardin, Joellen Schantz, and Shawn Maine

Staff Present: Lana Artz-McComb, Dani Boysen, Noah Robb, and Jacob Ewart

Public Present: Jim Rudisill (press) via Zoom

Meeting Called to Order: at 1:00 pm by Maine

Agenda Approval: Motion by Hardin, Second by Schantz, Passed all ayes

Budget Revision Discussion: Maine provided a quick report in his role as Louisa County Supervisor. BOS requests no 10% raise though salary steps are still in operation. Looking at ~\$50,000 cuts per department and 1 staff reduction. Discussion moved to the Director position. LCC is required by Iowa Code to have a Director. Due to hiring freeze, LCC will have a working Director and leave a position open as staff reduction. Final personnel decision will be made at the March meeting with all Board present. Artz-McComb will contact Paul Greufe to have him contact the two outside applicants for the Director position to inform them of the hiring freeze.

Board raised concerns about getting line items and dollar amounts back in future FYs after all of these cuts needed for FY25. There is no information on when budgets may be able to be built back up. Depends on what happens.

Discussion of budget amendments. More information will be provided during a Department Head meeting on Friday.

Discussion of seasonal hiring as related to changes in the budget. Able to maintain hiring 3 seasonal maintenance positions due to cuts in other line items. Mowing and park maintenance has to be a priority. Artz-McComb mentioned that individuals had reached out asking about the possibility of helping with mowing on a volunteer basis. Not needed currently but Schantz asked Artz-McComb to reach out to Horak Insurance regarding details of volunteers either mowing or using machinery (chainsaws etc.) because it has come up in the past.

Paying Chinkapin Bluff Shelter Improvements which will be received soon: Motion made by Schantz to move 100% of the Reserve Trails fund from the sale of the portions of the HNT for the purpose of paying Evolve for the improvements of the Chinkapin Bluffs Shelter and Restrooms. The Reserve Trails fund line item will remain open. Second by Hardin. Passed all ayes.

Budget Revision Approval: Motion by Schantz, Second by Hardin, Passed all ayes

****Note:** per 3-4-24 meeting - Hardin made note that the Board made an error during the special meeting on Tuesday, Feb. 20. There were 3 board members present, 1 absent, 1 vacant. Only 2 board members voted on the budget approval. All 3 board members present should have voted per quorum rules. A note will be made in the minutes from that meeting and a budget approval vote was made 3-4-24.

Adjournment: Motion by Schantz, second by Hardin. Passed all ayes. 1:55 pm

Chair

Secretary/Treasurer

Date Approved

Chair – Shawn Maine

Vice-chair – Joellen Schantz

Secretary/Treasurer – Elizabeth Kling

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Louisa County Conservation Board – Regular Meeting Minutes

The Louisa County Conservation Board met on Monday, March 4, 2024 at 3:00 pm at the Louisa County Complex.

Board Present: Josh Hardin, Joellen Schantz, Elizabeth Kling, and Shawn Maine

Staff Present: Lana Artz-McComb, Dani Boysen, Noah Robb, and Jacob Ewart

Public Present: Jim Rudisill, Randy Schlutz, Mike Reid, Michael Heller

Meeting Called to Order: at 3:00 pm by Maine

Agenda Approval: Motion by Hardin, Second by Schantz, Passed all ayes

Consent Agenda: Hardin made note that the Board made an error during the special meeting on Tuesday, Feb. 20. There were 3 board members present, 1 absent, 1 vacant. Only 2 board members voted on the budget approval. All 3 board members present should have voted per quorum rules. A note will be made in the minutes from that meeting and a budget approval vote will be made tonight. With those changes, Hardin motioned to approve the consent agenda, Kling second, passed all ayes

Honey Creek Mitigation Bank: Michael Heller presented on the Honey Creek Mitigation Bank being established by Sandy Creek LLC south of Wapello, west of HWY 61, near the Bethel Church. Sandy Creek LLC is required to have an organization hold the land in easement for the 10-12 years that the mitigation bank will be active. Heller presented on the goals for the property and answered board and audience questions regarding mitigation banks, easement wording, and the logistics going forward. Reis, a neighbor of the property, expressed his support for stream restoration work on the property but he does not want public access to the area. Currently the only decision needed is if LCC wants to hold the easement at no cost to LCC. Sandy Creek LLC will control access to the land until the bank is complete. The decision will be put on the agenda for April 1.

Interim Director Report: Artz-McComb has been working on organization of files and understanding where LCC is at on various projects. Work revolved around the LCC Reserve Account and the inability to find a comprehensive list of transfers in to Reserve from Revenue and payments out of Reserve for earmarked projects. She has approached Selena but didn't receive what was needed, she will meet with Selena on Wednesday. Schantz mentioned that she may be able to pull reports through secondary roads so she will try on Tuesday to see if she can alleviate some of Selena's workload. Artz-McComb also did a live interview with WQAD regarding the Indian Slough MSIM report.

Maintenance Report: Robb reported meeting with Gretchen at Virginia Grove to discuss the ruts left from the timber harvest. Agreed that Ceasar will be coming back to fill in the ruts left behind in the playground area. They've been working on forest reserve surveys, clearing brush, clearing storm damage. Limbs fell on and damaged the restroom at Flaming Prairie – may be turning it in for insurance. Ewart, Robb, Martinez, and Boysen all got certified as Iowa Hunter Education Instructors.

Snively Lease Contract Report: Artz-McComb reported on the Snively Campground Lease Renewal. See included document detailing the changes in enforcement of the USACE Contract. Hardin directed Artz-McComb to reach out to the DNR to discuss that LCC does not want to pay back USACE revenue from Snively that above any expenses spent at Snively.

Indian Slough Survey Update: Artz-McComb reported that French-Reneker has not communicated further regarding the stoppage of the survey at Indian Slough. Hardin (echoed by Kling and Schantz) expressed the displeasure that the Supervisors should not have stopped the survey because it was a Board decision. Maine indicated that it was an emergency decision made with Artz-McComb because the work was supposed to start the day immediately following the hiring freeze and budget issues.

FY 25 Budget: The Board updated Kling on the budget changes made during the special meeting from Feb. 20th regarding the final budget discussion and approval. As indicated in the consent agenda, the Board will be voting on the FY 25 Budget Approval. Schantz made a motion to approve, Hardin second. Passed all ayes.

Director Position Moving Forward: Discussion on job descriptions moving forward. Noted that staff will make note of how their day to day jobs change based on a 5 person staff with a working director. Staff and Board expressed concern with getting the position back in the future. Schantz asked Ewart if he had any questions about how his role as working director would work. Discussion turned to details surrounding Ewart's promotion to Director. Hardin motioned to promote Ewart to Director at the salary of \$60,000 effective today, carrying on his years of service, with 2 weeks of vacation at his hiring anniversary in July. Artz-McComb to overlap with Ewart at her Interim Director salary until April 30th. Kling second. Passed, all ayes.

Next Regular Meeting: Monday, April 1, 2024 at 3:00 pm at Chinkapin Bluffs Recreation Area Shelter with drive to River Forks Access after meeting (weather permitting). Zoom will not be an option.

Adjournment: Hardin Motioned to Adjourn, Schantz second, passed all ayes

Chair

Secretary/Treasurer

Date Approved

Chair – Shawn Maine

Vice-chair – Joellen Schantz

Secretary/Treasurer – Elizabeth Kling

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Louisa County Conservation Board - Special Meeting Minutes

The Louisa County Conservation Board met in special session on Monday, March 25, 2024; 3:00 pm at the Louisa County Complex.

Board Present: Josh Hardin, Joellen Schantz, Elizabeth Kling and Shawn Maine

Staff Present: Jacob Ewart

Public Present: Jim Rudisill (press)

Meeting Called to Order: at 3:00 pm by Maine

Agenda Approval: Motion by Hardin, Second by Schantz, Passed all ayes

Office : Update from Maine on supervisors meeting - supervisors soliciting bids to farm the office prairie; One person bid roughly \$500 for the year, for three years. Maine also explained the supervisors made note that it was technically county ground, so county conservation shouldn't have a say; however at the end of the meeting it was called upon LCCB to meet and discuss options around management of the prairie, with concern about number of individuals of staff time.

Shantz brought up that in the past, conservation was mowing the existing prairie, but stopped to reduce workload. She also thought there should be some sort of management plan to keep it looking nice but with signage to better indicate to the public what a prairie is, and its purpose. Hardin wanted supervisors to put the land into Conservation's name if LCCB were to be the ones managing it. An audience member raised a question about what the supervisors actually wanted, citing the newspaper article posted by the supervisors only wanted a 1-year lease. No resolution. Ewart explained the two management plans in place: Enhance the existing prairie, as is, or lease the land for 2 years with a prairie planting the third year. All plans revolve around an agreement with the USFWS; they will supply LCCB with prairie seed, but it requires a 10-year management agreement. Hardin also suggested a tree-planting to generate money for the county. All members liked the idea of prairie instead of row crop, discussion was based on logistics of county owned land, but managed by LCCB and the consequences thereof.

Hardin motion to approve proposed management plan and management agreement pending ownership of land – (died on floor)

Kling motion to recommend to the board of supervisor LCCB wants to keep and enhance existing prairie and adopt management agreement as written for 10 years – second by Schantz

Kling – Aye ; Shantz – Aye ; Hardin – Nay ; Motion Passes

Conflict issues moved next regular meeting to **Tuesday, April 2nd at Chinkapin Bluffs @ 3:00**

Adjournment: Motion by Schantz, second by Hardin. Passed all ayes. 3:55 pm

Chair

Secretary/Treasurer

Date Approved

Chair – Shawn Maine

Vice-chair – Joellen Schantz

Secretary/Treasurer – Elizabeth Kling

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Louisa County Conservation Board – Regular Meeting Minutes

The Louisa County Conservation Board met on Tuesday, April 2, 2024 at 3:00 pm at Chinkapin Bluffs Recreation Area. Prior to the Meeting, the Board viewed the renovated shelter and restroom facilities including new concrete, tin roof on both the restroom and the shelter, tin walls and a tin ceiling at the shelter.

Board Present: Josh Hardin, Joellen Schantz, Elizabeth Kling, and Shawn Maine

Staff Present: Lana Artz-McComb, Noah Robb, and Jacob Ewart

Public Present: Jim Rudisill, Randy Schlutz, Mike Reid

Meeting Called to Order: at 3:00 pm by Maine

Consent Agenda: Schantz motioned to approve the consent agenda, Hardin Second, Motion Passed all ayes

Director Report: Ewart asked the Board if they would like to continue using Creelman Firewood for the campgrounds. Board said yes. Ewart met with the DOT regarding Indian Slough and the hwy 61 construction. Indian Slough will be getting hit; however, VERY minimal property loss (<1 acre likely). - Indian slough property will be bought with cash. They will simply buy it from us as if we were a private entity. Then, they will mitigate all they need to through their own sources (banks, likely). They will not give us money/land for mitigation on the land they took. They could... use our land as a “bank” and give us improvements as projects. Moving forward, they may contact us (2025?) to improve our land as a mitigation project. They are instructed to use a bank if there is a bank open. There is one open right now but could need more.

Spoke with Mike Heller and Scott from Harrison County regarding easement wording for Honey Creek Mitigation Bank. The entire easement document is negotiable including fees, future costs, etc.

Met with Andy Robbins regarding Snively Campground. Odessa Wildlife Unit is funded by Habitat money, and legally CANNOT manage a campground. The state level parks system has been asked if they will take it back and they won't. If we shut it down, it will be shut down forever. Per the lease agreement “At the expiration of term or if either party cancels the county will yield possession of the premises to the DNR and will, within 90 days, remove all improvements, structures, and equipment thereon from said land”. (permanent structures could stay if written approval), “said premises at the time...shall be in as good order and condition as when the same was entered upon by the County”. USACE has marked the area with pins indicating that essentially the entire campground falls on USACE ground and therefore LCC will track and report all expenses and revenue for Snively.

Columbus Concrete provided the lowest estimate for the CFLC Grant work at Virginia Grove to provide a paved sidewalk to the accessible fishing doc. Hopefully complete this late next week but the current wet weather may cause a delay.

Met with Selena and Vicki to get a full understanding of the Reserve Account and make sure all numbers are matching up. Everything is verified and balances are correct.

Board of Supervisors chose Management Plan B for the Complex Prairie. Two years of farming followed by re-evaluation for prairie with USFWS. LCCB will continue to manage the landscape at the complex



Maintenance Report: Robb reported the installation of a donated bench at Chinkapin, met with leaseholders about food plots, and working on cleaning up wind fall at areas. The dump truck is fully repaired and aligned. Luke Perkins (6 month seasonal) started on Monday.

Environmental Education Report: Artz-McComb reported that LCC received a 17ft aluminum canoe as a donation and it will replace one of the Langwood canoes that has a broken rib. She will take care of switching the registration at the courthouse. Summer camp registration begins next week and field trip season begins this week. She's working with SWCD to submit a grant for creek signs throughout the county which will hopefully lead to an increase in water quality and watershed public programs particularly around Long Creek. She invited the Board to reach out if anyone would like to volunteer on 6/1 for Langwood Adventure Day.

Snively Lease Contract: Background was provided in Ewart's Director Report. LCC is already under a signed management agreement with the DNR from 2009 through 2032. The Board would like the winter maintenance/cabin owner use of the Snively Hill road on the next agenda.

Honey Creek Mitigation Bank Easement: Mike Heller needs a motion for "To start negotiations process for accepting the easement for the Honey Creek Mitigation Bank Site owned by Sandy Creek LLC"

Motion by Hardin, Second by Kling, motion passed all ayes.

Ewart asked for two Board members to be designated as contacts for negotiations moving forward. Kling and Maine will be the contacts. The final easement will be read and voted on by the full Board.

Mike Reid, landowner to the east of the easement area which is the only area where future public could access the land, made the following statements to the Board.

Reid asked "What is LCCB's plan with the Honey Creek area?" Reid's concerns are directly related to traffic and public use. Where would a parking lot go? How many people would be coming in and out of the single lane county road off of 61? He understands that LCCB does not now how long the mitigation bank will be open but he wants the record to show that he is concerned about what will happen. "Put yourself in my place where everything that you planned for and worked for could be disrupted" Re public access "most people are fine, some people are not". "I like green space but I have issues with public access of the area, traffic on the road, and traffic around his property".

Next Regular Meeting: Monday, May 6th 3:00 pm at Snively Campground.

Motion to adjourn by Hardin, Second by Kling, Meeting adjourned at 3:45 pm.

Chair

Secretary/Treasurer

Date Approved

Chair – Shawn Maine

Vice-chair – Joellen Schantz

Secretary/Treasurer – Elizabeth Kling

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Louisa County Conservation Board – Regular Meeting Minutes

The Louisa County Conservation Board met on Monday, May 6, 2024 at 3:00 pm at Snively Campground.

Board Present: Josh Hardin, Joellen Schantz, Elizabeth Kling, and Shawn Maine

Staff Present: Lana Artz-McComb, Noah Robb, and Jacob Ewart

Public Present: Jim Rudisill

Meeting Called to Order: at 3:00 pm by Maine

Agenda Approval: Schantz motioned to approve the agenda, Hardin Second, Motion Passed all eyes

Consent Agenda: Hardin motioned to approve the consent agenda, Schantz Second, Motion Passed all eyes

Director Report: The goal is to fix what we've got with the remaining FY 24. Projects include: Langwood Lodge Improvements, A-Frame Improvements, Chinkapin Overlook Replacement, Chinkapin Bathroom Vent System and Beautification, VG Vent system, Eden Parking Lot Expansion, Various Shop equipment, Skid steer Diamond Mower - (possible trade in for drum mulcher and/or mower?) and maybe a dump trailer if we get busy. As the monthly reports come in, I will adjust what we can buy. Obviously the goal is to not spend money we don't have. As of now though, I think these could all be funded.

1. Project funding acquired!!! – see letter from Orion Renewable.

- a. Prairie Signage project at Wilson Prairie
- b. 8 Aluminum Picnic tables at Chinkapin
 - i. 8X800 = \$6400 for 8 tables
 - ii. 9x1000 = \$9000 for 9 signs – 2x3, 2 on each side, one in parking lot
- c. Just need approval to receive/spend money (later in the meeting)

2. Disc golf at an area? – NEXT FY

- a. I was contacted by the same guy as last year. Nothing came of it, but he asked and so I said I would run it by you all
- b. Interest? Where? – Initially thought Chinkpin, but was moved to Eden

Kling remembers that the disc golf setup uses removable posts.

Board asks Ewart to follow up with disc golf contacts and potentially have them come to a meeting to learn more.

3. Projects Working on:

- a. Chinkapin Drinking fountain
 - i. Donation of roughly \$6,000. This pays for the concrete and the fountain; we will cover installation out of the reop budget.
- b. Deck at chinkapin
 - i. I have the email out to RPlumber (Schrocks), 12x15, using the existing framing - \$2,100

Board asks Ewart to look into metal options for railings to extend the lifespan of the deck past what an all wood deck would be.

- c. Masonry at chinkapin for fireplace and pillars
Quote from Gary Sanders on Fireplace: ~\$3000 to repair/replace what needs to be replaced ~\$5000 to rebuild



Quote on stone around concrete pillars to match sundial ~\$6700

Board asks Ewart to have Gary Sanders confirm safety. If rebuild is needed for safety of the shelter, then that's what is needed. If repair/replace will be safe, go with that.

Board asks Ewart to look into what reserve money can be used on. Can it be used for park improvements such as the stone, fireplace etc.?

4. Amendments are done
5. Baby coming, so will be taking some time off
6. Public Conservation Land Estimates

Staff plan to put maps of campground and Toolesboro usage demographics up on website, facebook etc to get the word out about value of public areas.

Staff will find the Iowa Tourism formula that equates visitors to dollars spent in the area.

Maintenance Report: Robb reports water on in all areas and testing will happen soon. Keegan Akers has started and Bryar Runnells starts on the 13th. LM Falcon Day of Service at Hickory Hollow was a huge success pulling out over 1000 lbs of metal and .25 ton of trash. Working on seeding down project areas and doing campground prep. All LCC maintenance vehicles should be good to go for the upcoming financial drought.

Environmental Education Report:

Day Camp registration opened and the day camps were full by the end of the week. We still have space in the River Paddlers and River Raiders which is typical. We have full scholarships available for the paddling camps so we will be working on publicity about that.

Drake University students will be presenting their final strategic plan for Toolesboro via Zoom on Friday, May 10 and 10:45 am. If anyone would like to zoom in, please let me know and I'll email you the link.

EE interns Griffin and Brelynn start next week on the 13th.

the LCC Hunter Ed instructors received the Teaching Team of the Year from the Iowa Hunter Education Instructors Association. DNR will be at the October picnic to present them with the award.

Seeking volunteers for Langwood Adventure Day. Please let Lana know if interested.

Add Jacob Ewart as MSB Signer: Hardin makes a motion to add Jacob Ewart as signer on the MSB Account for MyCountyParks accounting with Artz-McComb staying on as a second signer. Kling seconds. Motion Passes, all ayes.

Sandy Creek LLC Update: No update on what LCCB asked to have in easement contract.

Approval of List of Expected Purchases: Ewart stresses the FY24 deadline to get all of the projects completed or at materials purchased by the end of the FY and acknowledges the cap of spending above \$2500 requiring Board approval. The next Board meeting will be too late.

Hardin makes a motion to approve projects from the Director's Report as listed with adjustments as Ewart sees fit. Schantz seconds. Motion Passes, all ayes.

Memorial Donations Policy: Kling indicated that a Fuller family member expressed displeasure with the memorial bench recently installed at Chinkapin because of the wording on the plaque. After discussion,



Board Members

Joellen Schantz
Vacant
Josh Hardin
Shawn Maine
Elizabeth Kling

the LCC Memorial Donations Policy will be amended to indicate that working on any memorial items will be limited to "In Memory of" followed by the name of the person. This change will be on the next agenda.

Park Security Cameras (US Cellular): Ewart has quotes from US Cellular regarding solar powered security cameras with sd card, night vision, alerts etc. \$160 per camera and \$15 per month for data plan. 30 day return policy. Service can be suspended in winter. Locate at all three campground entrances, river forks, chinkapin bluffs etc. Would be used to record entrances and exits.

Board asks Ewart to find a way to pay for them and then we can move forward.

Snively Access Road Usage: Decision is needed on cabin owners using the road for access during the winter. LCC posts a "no winter maintenance" sign at the top of the road but the gate remains open. Cabin owners have a gate on the north side of the campground. They open it when the hill at Schafer Access gets closed by the DNR. Cabin owners pay someone to maintain Snively Road. LCC concerns about liability and safety of others plowing an LCC road and others using it during the winter. One easement was found for named individuals but nothing tied to the address or descendants etc. Cabin owners will need to find another way in and out through the private cabin owner's access further north.

Board asks Ewart to set a meeting with Adam Parsons to discuss the best way to move forward and draft a letter to the cabin owners. Ewart will also double check Snively rentals in Winter to check if there would be lost income with road closures. Board will then determine when the Snively Access Road closes and opens again. First snow? Set dates? Etc.

Adjournment: Schantz motions to adjourn the meeting, Hardin seconds. Motion passed, all ayes. Meeting adjourned at 4:50 pm.

Next Regular Meeting: Monday, June 10, 3:00 pm. Location TBD.

LOUISA COUNTY
CONSERVATION



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conservation@louisacountyia.gov

Board Members

Joellen Schantz
Vacant
Josh Hardin
Shawn Maine
Elizabeth Kling



Orion Renewable Energy Group LLC
155 Grand Ave #706
Oakland, CA 94612

May 2, 2024

Jacob Ewart
Executive Director
Louisa County Conservation
12653 Co Rd G56, Suite 101
Wapello, Iowa 52653

Dear Mr. Ewart and Louisa County Conservation Board,

Orion Renewable Energy Group LLC (Orion) has been working in Louisa and Muscatine Counties since 2021 on an early-stage solar energy project, Louisa Solar Power LLC, and we've met with a range of community stakeholders as part of our outreach. After reading Louisa County Conservation's strategic plan, we learned that Wilson Prairie is believed to be a native, remnant prairie, which is rare since most of the surrounding land is farmed. We reached out to learn more about LCC's vision for this area.

Executive Director Ewart proposed the creation of a Wilson Prairie Education Trail in alignment with the strategic plan's vision for educational and public programming on site. Our intention is to raise awareness about prairie habitat and the site's unique history, including the potential former bison wallow. Additionally, we learned about the LCC's work with elementary school students at the Chinkapin Bluffs shelter and the need for replacement picnic tables at the park.

At Orion, we believe in the importance of environmental education and would be thrilled to support both initiatives, which can serve as interactive spaces for local students and community members. With the LCC Board's approval, we'd like to fund these two initiatives, based on the previously shared budgets. Please feel free to contact our project development manager, Sazzy Gourley, with any questions or comments.

Many thanks,

Michael Cressner
Vice President, Development
Orion Renewable Energy Group LLC

LOUISA COUNTY
CONSERVATION



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conservation@louisacountyia.gov

Board Members

Joellen Schantz
Vacant
Josh Hardin
Shawn Maine
Elizabeth Kling

Chair

Secretary/Treasurer

Date Approved

Chair – Shawn Maine

Vice-chair – Joellen Schantz

Secretary/Treasurer – Elizabeth Kling

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Board Members

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Elizabeth Kling



Louisa County Conservation Board – Regular Meeting Minutes

The Louisa County Conservation Board met on Monday, June 10, 2024 at 3:00 pm at the Louisa County Complex

Board Present: Josh Hardin, Joellen Schantz, Elizabeth Kling, and Shawn Maine

Staff Present: Lana Artz-McComb and Jacob Ewart

Public Present: Jim Rudisill, Emmy Fuller

Meeting Called to Order: at 3:13 pm by Maine

Agenda Approval: Hardin motioned to approve the agenda, Schantz Second, Motion Passed all eyes

Audience Consideration: Emmy Fuller spoke to the Board regarding the memorial bench at Chinkapin that was placed in memory of her father. A decision was made to use words that the family doesn't agree with. The Fuller family would like to see the plaque changed to "In loving memory of..." or the bench removed.

Maine wants to ensure that Lynette Hoops (who placed the plaque and bench) is aware that the plaque will be replaced. He also states that the Board will cover the cost of the replacement plaque.

Schantz says we need to reach out to Lynette to let her know. Future steps will be taken to ensure that memorial donations go through Board approval and have standardized wording/bench options.

Ewart will write a letter to Lynette to let her know of what is happening.

Consent Agenda: Hardin motioned to approve the consent agenda, Kling Second, Motion Passed all eyes

Director Report:

Jacob and Emma have a daughter, Eden Mae Ewart

Technician Hiring update – 9 applicants. 4 interviews. Goal would be hiring beginning of July.

INHF – N of Chinkapin Bluffs. Will cost interest. Ties into Chinkapin. Other side of racetrack to river. Current crop land and low land timber. REAP or other options for funding = has to be restored, no cropland. Consensus is that CCB does not have the money for it right now. Ewart will relay "not interested".

Mileage payments for FY 24? (already off for FY25)...Maine, Kling, Schantz, Hardin say no.

Ordered lumber for VG dock, concrete looks great

Ordered aluminum railings for deck at Chinkapin. Doing wood this week.

Chinkapin shelter stone and fireplace are done.

Need to fix the needle of the sundial at Chinkapin Bluffs, repaint bathrooms, put fans in the vent system for outflow

Closing FY24 – status report. Has project list for the remaining money

\$84K left in Reserve, \$16K of that is timber stand improvement

Maintenance Report: Ewart reports that they've fixed center posts on lean-to, removed posts and reinforced.

Caught up on mowing, sprayed, docks at LW and Snively. Purchased a new axel for Kubota trailer. Work is being done on food plots and working on tree removals on trails county-wide.



Environmental Education Report:

Rainy Langwood Adventure Day but still successful
Camp in full swing and all youth and adult paddles are full.
Excellent turnout at summer library programs and at campgrounds
Seasonals off to a great start and rocketing through projects. We will be able to help with Jacob's list of improvements at Chinkapin and Langwood going forward.

Sandy Creek LLC Update: No update. Ewart has reached out and heard nothing.

Memorial Donations Policy: Ewart presented draft wording of a memorial donations policy that includes the requirement of Board Approval, standardized wording choices. Also included will be a list of bench options etc. so that future donations will be monetary and LCCB will purchase the bench. Board will approve the final version of the policy at next meeting. Ewart will email wording ideas to Board and email it back separately.

Snively Access Road Usage: Ewart is waiting on Adam Parsons on legal process going forward regarding the closure of the Snively Access Road. Ewart spoke with the President of the cabin group north of Schafer Access about other groups of cabin owners using their road. Noted that the cabin group in question (between Schafer and Snively) is not an official cabin group. Schantz suggests running the situation by Horak/ICAP to see what their feelings on winter maintenance and liability are. Future discussion on going in July.

RIO Environmental River Forks Access Usage: RIO Environmental will be conducting a spill drill on the railroad bridge north of River Forks. They've requested to close the access for 4 hours on Tuesday, 9/11/24 for the drill.

Hardin motions to approve the closure of River Forks Access for 4 hours on 9/11/2024 with advanced noticed provided. Schantz seconds. Motion passed, all ayes

Adjournment: Hardin reminds the Board that they will need to start looking at railroad right of ways in July because sale revenue was included in the FY25 budget.

Kling motions to adjourn the meeting, Schantz seconds. Motion passed, all ayes. Meeting adjourned at 4:14 pm.

Next Regular Meeting: Monday, July 1, 3:00 pm at Virginia Grove Recreation Area.

Chair

Secretary/Treasurer

Date Approved

Chair – Shawn Maine

Vice-chair – Joellen Schantz

Secretary/Treasurer – Elizabeth Kling

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LOUISA COUNTY CONSERVATION



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Board Members

Joellen Schantz
Vacant
Josh Hardin
Brad Quigley
Elizabeth Kling

Louisa County Conservation Board - Regular Meeting Minutes

The Louisa County Conservation Board met in regular session on Monday, July 10, 2023; 3:00 pm at Flaming Prairie Park.

Board Present: Elizabeth Kling, Josh Hardin, Brad Quigley, and Joellen Schantz

Staff Present: Katie Hammond and Noah Robb.

Public Present: Randy Schlutz and Jim Rudisill (press)

Meeting Called to Order: at 3:00 pm by Hardin.

Agenda Approval: A motion was made by Kling to approve the agenda, second by Schantz. Motion passed with all ayes.

Audience Consideration: None.

Consent Agenda – Motion was made by Brad Quigley to approve the consent agenda including \$49,596.91 in general basic claims. A deposit of \$4,705 was made to Revenue. The May online revenue was included at \$2,541.75 and the June online revenue at \$3,909.26. Both were transferred to the general Revenue account. Meeting Minutes from June 5, 2023 were included. Second by Kling. Motion passed with all ayes.

Mabeus Payment Discussion: Motion was made by Brad Quigley to pay \$40,000 from the Reserve account to the Supervisor's Capital Improvement Account. Second by Schantz. Motion passed with all ayes.

Discuss truck bids: No action was taken. Hammond will work on gaining bids for a new pick-up truck.

Update on Eden Park: No action taken. Playground is complete. Water Bottle Filling station arrived and is slated to be installed later this week. Pump needs to be replaced. Planning a ribbon cutting ceremony for August 7 in conjunction with the Board Meeting.

Director Update – Hammond invited Board Members to the ICCS Conference in Harrison and Pottawattamie Counties in September, asked for ideas for Community Foundation Grants, and provided information and numbers on Flaming Prairie. Schantz asked about dump stations and the process for camping and reservations. No action was taken.

Maintenance Update – Robb reported that Flaming Prairie was mowed, cleaned up, and opened to the public. They also built the pump house at Eden Park, installed the dock and kayak launch at snively and kept all the parks mowed and conducted park patrol. No action was taken.

Next Regular Meeting: Monday, August 7, 2023, at 3:00 pm at Eden Park with the Grand Opening celebration to take place after the meeting at 4:30pm. No zoom available.

Adjournment: Motion by Brad Quigley to set the meeting and adjourn, second by Schantz. Motion passed with all ayes.

Chair

Secretary/Treasurer

Date Approved

*Chair – Hardin Vice-chair – Elizabeth Kling
Secretary/Treasurer – Joellen Schantz*

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Board Members

Joellen Schantz
Vacant
Josh Hardin
Brad Quigley
Elizabeth Kling

Louisa County Conservation Board - Regular Meeting Minutes

The Louisa County Conservation Board met in regular session on Monday, August 7, 2023; 3:00 pm at Eden Park.

Board Present: Elizabeth Kling, Josh Hardin, Brad Quigley, and Joellen Schantz

Staff Present: Katie Hammond, Jacob Ewart, and Noah Robb.

Public Present: Tammy Noble and Jim Rudisill (press)

Meeting Called to Order: at 3:00 pm by Hardin.

Agenda Approval: A motion was made by Brad Quigley to approve the agenda, second by Schantz. Motion passed with all ayes.

Audience Consideration: None.

Consent Agenda – Motion was made by Schantz to approve the consent agenda including \$35,038.98 in general basic claims. A deposit of \$7,893.21 was made to Revenue. The July online revenue of \$2,450.22 was transferred to the general Revenue account. Meeting Minutes from July 10, 2023 were included. Second by Kling. Motion passed with all ayes.

Open truck bids: No bids were received; no action was taken.

Chinkapin Bluffs Drinking Fountain: No action was taken. The Board is in favor of pursuing a memorial donation for the placement of a water bottle filling station at Chinkapin.

Building Committee Update: Brad Quigley and Hardin took various photos of amenities at Louisa County Parks and presented the Board with a list of suggestions to make improvements. The Board will take action at the next meeting. The two will work on gaining bids for concrete at the Maintenance Shop AND improvements for the Chinkapin Bluffs Shelter and restrooms.

Update on Eden Park: Playground is complete. Water Bottle Filling station has been installed. No action taken.

Director Update – Hammond presented the Board with traffic counter information for Flaming Prairie – approximately 54 vehicles traveled into the park during a 2-week period.

Maintenance Update – Robb and staff have been busy mowing, refurbishing picnic tables, installing a new handrail on a footbridge, and equipment repairs.

Next Regular Meeting: Monday, September 11, 2023, at 3:00 pm at Chinkapin Bluffs. No zoom available.

Ribbon Cutting Ceremony and Grand Opening: The meeting stayed open through the ribbon cutting ceremony where Hammond gave a brief history of the area and recognized donors.

Adjournment: Motion by Brad Quigley to set the meeting and adjourn, second by Kling. Motion passed with all ayes.

Chair

Secretary/Treasurer

Date Approved

*Chair – Hardin Vice-chair – Elizabeth Kling
Secretary/Treasurer – Joellen Schantz*

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Board Members

Joellen Schantz
Vacant
Josh Hardin
Brad Quigley
Elizabeth Kling

Louisa County Conservation Board - Regular Meeting Minutes

The Louisa County Conservation Board met in regular session on Monday, September 11, 2023; 3:00 pm at Chinkapin Bluffs Recreation Area.

Board Present: Elizabeth Kling, Josh Hardin, and Joellen Schantz in person. Brad Quigley called in via phone.

Staff Present: Katie Hammond, Jacob Ewart, and Noah Robb.

Public Present: Jim Rudisill (press)

Meeting Called to Order: at 3:00 pm by Hardin.

Agenda Approval: A motion was made by Kling to approve the agenda, second by Schantz. Motion passed with all ayes.

Audience Consideration: None.

Consent Agenda – Motion was made by Schantz to approve the consent agenda including \$17,416.45 in general basic claims and \$8,355.96 in reserve. A deposit of \$11,745.20 was made to Revenue. Meeting Minutes from August 7, 2023 were included. Second by Kling. Motion passed with all ayes.

Open truck bids: One bid was received. Schantz motioned to buy a gas truck from Mincer Ford for \$40,953. Second by Brad Quigley. Motion passed with all ayes.

(Procurement Note: only one bid was received, and this was the third time we advertised the bid packet. The first time only Deery Bros. bid and they had a HUGE truck that was more than we needed and quite a bit more in cost. The second time no one bid. This time only Mincer Ford bid but we felt we had done due diligence – directly sending bids and asking for bids (the second and third try) from Mincer, Delzell, Wiele, Deery, Ed Morse, and Shottenkirk. Plus, it was advertised on Facebook and online.)

Open bids for Chinkapin Bluffs Improvements: Concrete work had 2 bids–Columbus Concrete Construction bid \$5,637, Evolve bid \$10,225. Brad Quigley motioned to accept the low bid of \$5,637 from Columbus Concrete Construction. Second by Kling. Motion passed with all ayes. Brad Quigley motioned to accept the low bid of \$41,700 from EVOLVE for steel and electrical work on the Shelter and restrooms. Second by Schantz. Motioned passed with all ayes.

Open bids for concrete work at the Maintenance Shop: Three bids were received for concrete work at the Maintenance Shop. Brad Quigley motioned to accept the low bid of \$12,636 from Columbus Concrete Construction. Second by Schantz. Motion passed unanimously.

Brad Quigley had to leave the meeting. All future votes do not include him.

FY23 Annual Report: Schantz motioned to approve the FY23 Annual Report. Second by Kling. Motioned passed with all ayes.

Friend of Conservation award: Schantz nominated Jeff Snyder for the Friend of Conservation award. Second by Kling. Motion passed with all ayes.

Skid Steer work: Schantz motioned to approve the quote of \$4,999.26 from Vermeer for necessary work to be done on the skid steer. Second by Kling. Motioned passed with all ayes.

Grant opportunities: Hammond presented two Community Foundation Grants to the Board. No action was taken however everyone was in favor of the grants.

Update on Eden Park: No action was taken.

Director Update – Hammond announced her retirement from Louisa County Conservation and has accepted a new job as the director of Muscatine County Conservation. Her last day will be October 2, 2023.

Maintenance Update – Robb and staff have been busy installing the new Devore handicap hunting blind at Chinkapin Bluffs, planting fall food plots, equipment maintenance, and built a kayak rack at Langwood.

Next Regular Meeting: Monday, October 9, 2023, at 3:00 pm at Langwood Education Center in conjunction with the Fall Picnic. No zoom available. Motioned by Kling. Second by Hardin. Motion passed unanimously.

Adjournment: Schantz was not able to stay for the Ribbon Cutting so Kling motioned to adjourn. Second by Schantz. Motion passed unanimously.

Ribbon Cutting Ceremony: The ribbon cutting ceremony was held at the Convict Road’s new State Historical Marker. There was not a quorum.

Chair

Secretary/Treasurer

Date Approved

*Chair – Hardin Vice-chair – Elizabeth Kling
Secretary/Treasurer – Joellen Schantz*

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Board Members

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Vacant
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Brad Quigley
Elizabeth Kling

Louisa County Conservation Board - Regular Meeting Minutes

The Louisa County Conservation Board met in regular session on Monday, October 9, 2023; 3:00 pm at Langwood Education Center.

Board Present: Josh Hardin, Elizabeth Kling, Joellen Schantz, and Brad Quigley.

Staff Present: Lana Artz-McComb, Dani Boysen, Noah Robb, and Jacob Ewart.

Public Present: Jim Rudisill (press), Kathy Vance, Sam Willson

Meeting Called to Order: at 3:00 pm by Hardin.

Agenda Approval: A motion was made by Kling to approve the agenda, second by Schantz. Motion passed with all ayes.

Audience Consideration: Kathy Vance did an overview of how the All-American Road Trip bus tour went. 15 participants went on the tour and all the comments were very positive. The hope is to do an annual bus tour. She thanked all of the staff for their involvement.

Consent Agenda – Motion was made by Kling to approve the consent agenda including \$9,960.02 in general basic claims and \$10,636.36 in reserve. A deposit of \$2,197.38 was made to Revenue. This did not include revenue from the online account. Meeting Minutes from September 11, 2023, were included. Second by Brad Quigley. Motion passed with all ayes.

Interim Director Appointment: Kling motioned to appoint Lana Artz-McComb and Dani Boysen as co-interim director. Brad Quigley seconded. Motioned passed with all ayes. Schantz motioned to increase pay by \$15 an hour for both Lana and Dani while they are co-interim directors. Brad Quigley seconded. Motion passed with all ayes.

Update bank signer: Kling motioned to remove Katie Hammond as the bank signer and to add Lana Artz-McComb as the signer for the online reservation bank account at Mediapolis Savings Bank. Schantz seconded. Motion passed with all ayes.

Chinkapin Bluffs update: Concrete work is finished at Chinkapin Bluffs. The lookout deck needs replaced so it is taped off so that no one can use it. It was suggested to have the lookout deck rebuilt by an outside contractor and put it out for bid. Hardin will put together a bid packet.

Maintenance shop update: Concrete work is finished at the maintenance shop. Schantz mentioned that the shop needs rock. No action was taken.

Update on Eden Park: The water test results passed inspection. Noah will be putting grass seed around the outside of the playground. No action was taken.

Interim Director Update – Lana and Dani are working together to get all the tasks done until there is a new director hired.

Maintenance Update – Luke Perkins’ last day was October 9. He will remain on the payroll on an on-call basis. Robb and Ewart finished up food plots at Cairo Woods and bladed the hill going down to Snively Campground. The timber harvest at Virginia Grove will be starting soon. Skid steer repairs are finished, and it is back at the shop.

Board member update: Elizabeth Kling attended the Fall ICCS Conference in Pottawattamie and Harrison Counties and provided an update.

Next Regular Meeting: Monday, November 6, 2023, at 3:00 pm at the Louisa County Complex. Zoom will be available. Motioned by Kling. Second by Schantz. Motion passed unanimously.

Adjournment: Kling motioned to adjourn. Second by Schantz. Motion passed unanimously.

Chair

Secretary/Treasurer

Date Approved

*Chair – Hardin Vice-chair – Elizabeth Kling
Secretary/Treasurer – Joellen Schantz*

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Board Members

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Vacant
Josh Hardin
Brad Quigley
Elizabeth Kling

Louisa County Conservation Board - Regular Meeting Minutes

The Louisa County Conservation Board met in regular session on Monday, November 6, 2023; 3:00 pm at Louisa County Complex.

Board Present: Josh Hardin, Elizabeth Kling, Joellen Schantz, and Brad Quigley.

Staff Present: Lana Artz-McComb, Dani Boysen, Noah Robb, and Jacob Ewart.

Public Present: Jim Rudisill (press), Randy Schlutz, Sam Willson (via zoom)

Meeting Called to Order: at 3:00 pm by Hardin.

Agenda Approval: A motion was made by Brad Quigley to approve the agenda, second by Kling. Motion passed with all ayes.

Audience Consideration: Jim Rudisill asked for a list of all the applicants received for the Executive Director position and who all was interviewed. He was given the list.

Consent Agenda – Motion was made by Kling to approve the consent agenda including \$8,216.46 in general basic claims. A deposit of \$4,516.54 was made to Revenue. This included revenue from the online account. Meeting Minutes from October 9, 2023, were included. Second by Schantz. Motion passed with all ayes.

Interim Director update: Artz-McComb reported on the IAN conference that Sarah and she attended Nov. 1-3. Both became certified in the Save Our Streams program. Spoke with Keith Summerville from Drake University about a potential site management project at Toolesboro.

Maintenance Update: Robb reported that they were working on winterizing the parks, marking trees at Virginia Grove that they want to save, and sealed the floor at the new maintenance shop. They are also working on fire breaks for prescribed fire. Robb mentioned that they would be willing to demo the overlook at Chinkapin Bluffs in preparation for a new overlook to be built. Portapots will be getting picked up at areas.

Board Member Recruitment: Boysen shared the current Board Member application and asked if there were any updates or changes that need to be made. No changes were needed.

Begin budget discussions for FY25: Boysen asked the board to begin thinking about budget items for FY25. Discussions included replacing the 2001 dump truck, replacing old picnic tables at areas, shelter at Eden Park, and possible 2nd Naturalist Intern position.

Next Regular Meeting: Monday, December 4, 2023, at 3:00 pm at the Louisa County Complex and via Zoom.

Next Special meeting: Special meeting set for Thursday, November 9, 2023, at 5 pm at the Louisa County Complex to discuss candidates for the executive director position.

Adjournment: Brad Quigley motioned to adjourn. Second by Schantz. Motion passed unanimously.

_____	_____	_____
Chair	Secretary/Treasurer	Date Approved

Chair – Hardin Vice-chair – Elizabeth Kling
Secretary/Treasurer – Joellen Schantz

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Board Members

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Josh Hardin
Brad Quigley
Elizabeth Kling

Louisa County Conservation Board - Special Meeting Minutes

The Louisa County Conservation Board met in special session on Monday, November 27, 2023; 4:00 pm at the Louisa County Supervisor's Office

Board Present: Josh Hardin, Elizabeth Kling (via phone), Joellen Schantz, and Brad Quigley.

Staff Present: Lana Artz-McComb, Dani Boysen

Meeting Called to Order: at 4:02 pm by Hardin.

Kling provided an update that Craig Hemsath called her and stated that he would not be moving to Louisa County. This is a requirement for the Director position. Craig Hemsath will not be accepting the position of Louisa County Conservation Director.

Board discussed holding second interviews for Dani Boysen, Dustin Doty, and Jake Shoppa. Second interviews will be scheduled for next week at the Supervisor's Office in Wapello.

Kling will reach out to candidates to schedule interview times. Schantz indicated that it would be acceptable for Dustin Doty to Zoom since he traveled here for the initial interview.

Kling will reach out to Des Moines County Conservation to see if they have a list of questions used for a Director position.

Adjournment: 4:12 pm - Brad Quigley motioned to adjourn. Second by Schantz. Motion passed unanimously.

Next Regular Meeting: Monday, December 4, 2023, at 3:00 pm at the Louisa County Complex and via Zoom.

Chair

Secretary/Treasurer

Date Approved

*Chair – Hardin Vice-chair – Elizabeth Kling
Secretary/Treasurer – Joellen Schantz*

*Louisa County Bylaws regarding voting by the Chair/Acting Chair:

According to Article II, number 2.4 of the Louisa County Conservation Board Bylaws, "At all meetings that a full quorum is present, the board chair does not vote except to break a tie. In a three-member quorum, all persons present cast a vote."

LOUISA COUNTY CONSERVATION



12635 County Rd G56, Suite 101
Wapello, IA 52653
P: 319.523.8381
dboysen@louisacountyia.gov

Board Members

Joellen Schantz
Vacant
Josh Hardin
Brad Quigley
Elizabeth Kling

Louisa County Conservation Board - Regular Meeting Minutes

The Louisa County Conservation Board met in regular session on Monday, December 4, 2023; 3:00 pm at Louisa County Complex.

Board Present: Josh Hardin, Elizabeth Kling, Joellen Schantz, and Brad Quigley.

Staff Present: Lana Artz-McComb, Dani Boysen, Noah Robb, and Jacob Ewart (via zoom).

Public Present: Jim Rudisill (press), Randy Schlutz, Jeff Snyder (via zoom)

Meeting Called to Order: at 3:02 pm by Hardin.

Agenda Approval: A motion was made by Kling to approve the agenda, second by Brad Quigley. Motion passed with all ayes.

Audience Consideration: None

Consent Agenda – Motion was made by Schantz to approve the consent agenda including \$6,253.70 in general basic claims. A deposit of \$14,213.95 was made to Revenue. This included revenue from the online account. Meeting Minutes from November 6, 2023, were included. Second by Kling. Motion passed with all ayes.

Interim Director update: Artz-McComb provided information regarding undergoing an easement associated with environmental mitigation work. She will reach out to Michael Heller with Foth Infrastructure and Environment to come do a presentation at a future meeting. Artz-McComb also updated on the upcoming Toolesboro site management project with Drake University.

Maintenance Update: Robb reported that they were finished winterizing the parks. They removed the old observation deck at Chinkapin Bluffs, split wood to be used out at Langwood, replaced metal on the lean-to at the shop, and repaired equipment. The maintenance staff also removed small trees and invasives in the areas where the food plots will be planted.

Budget Discussion: Boysen and Artz-McComb went over each line item in the budget with the board to determine if there were any changes needed. Updates need to be made before approving the budget. Part of the discussion was to purchase a cell phone for park patrol and Artz-McComb presented the cost. Schantz motioned to purchase the phone in this fiscal year's budget due to the very affordable rate. Kling was the second. Motion passed unanimously. Grant opportunities were discussed to help with projects the board would like to accomplish. A shelter at Eden park and an educational observation deck were discussed.

Next Regular Meeting: Monday, January 8, 2023, at 3:00 pm at the Louisa County Complex and via Zoom.

Adjournment: Brad Quigley motioned to set the meeting and adjourn. Second by Kling. Motion passed unanimously.

Chair

Secretary/Treasurer

Date Approved

*Chair – Hardin Vice-chair – Elizabeth Kling
Secretary/Treasurer – Joellen Schantz*

*Louisa County Bylaws regarding voting by the Chair/Acting Chair:
According to Article II, number 2.4 of the Louisa County Conservation Board Bylaws, "At all meetings that a full quorum is present, the board chair does not vote except to break a tie. In a three-member quorum, all persons present cast a vote."

Special Meeting

Tuesday, December 5, 2023 at 6:15 p.m.

Louisa County Complex, 12635 County Road G56, Wapello, IA

Meeting called to order at 6:24 p.m.

Motioned by Kling, Seconded by Quigley to approve the agenda. All ayes.

Board interviewed Dustin Doty. Doty declined closed session.

Board discussed candidates. Motioned by Quigley, Seconded by Kling to offer the position to Boysen with a starting annual salary of \$60,000. Boysen will keep longevity in terms of vacation. Quigley and Kling – aye. Schantz – nay.

Kling will contact Boysen.

Meeting adjourned at 8:30 p.m.

Special Meeting

Thursday, December 7, 2023 at 1:00 p.m.

Louisa County Annex, Supervisor's Office, Wapello, IA

Meeting called to order at 1:00 p.m.

Motioned by Kling, Seconded by Quigley to approve the agenda.

Kling reported that Boysen declined to offer based on the salary offer. Motioned by Quigley, Seconded by Kling to withdraw job offer extended to Boysen. Motion carried. All ayes. Paul Greufe (County HR Consultant) will be getting a signed rejection of the position from Boysen.

Motioned by Schantz, Seconded by Quigley to dissolved the current pay scale. It was noted that the current scale was based on the Executive Director having a master's degree. Motion carried. All ayes.

Motion by Schantz, Seconded by Kling to offer the Executive Director position to Dustin Doty with a starting annual salary of \$60,000. Doty will begin with two weeks of paid vacation. July 1, following a successful review of the position, Doty will receive an annual salary of \$66,000. Motion carried. All ayes.

Kling phoned Doty and made the verbal offer. Doty has until Monday, December 11, 2023 to accept the offer.

Meeting adjourned at 2:30 p.m.

Special Meeting

Friday, December 15, 2023 at 5:00 PM

Louisa County Annex, Supervisor's Office, Wapello, IA

Meeting called to order at 5:00 PM.

Motioned by Kling, Seconded by Schantz to approve the agenda. All ayes.

General Hiring discussion ensued.

Motion to amend previous motion from December 7, 2023 stating that the salary scale was based on the Executive Director having a Master's degree. The scale is based on the Executive Director having a Bachelor's degree By Quigley, Second by Kling. All ayes.

Motion by Quigley, Second by Kling to appoint Lana Artz-McComb as sole interim director at a salary of \$60,000. Dani Boysen will return to regular pay giving up the additional \$15.00/hour she had been receiving as co-interim director. Noah Robb will report directly to the Conservation Board. All changes are effective immediately. All ayes.

Meeting adjourned at 5:56 PM.