

# Minutes of the Warren County Conservation Board

The Warren County Conservation Board held its regular monthly meeting on Wednesday, June 9, 2021. The meeting was held electronically and in person at the Middleswart Lodge. Meeting called to order by President Kickbush at 6:01 p.m.

Those present:

Mark Kickbush, President  
Ace Hendricks, Vice-president  
Joe Schettler  
Sue Boll

Comprising a quorum of the board,

Absent:

Ron Miller, Secretary

Also present:

Karen Johlas-Szalkowski, Co-Director/Naturalist II  
Mark Wilson, CO-Director/Operations Coordinator  
Mallory Wells, Officer Manager  
Monty Freeman

Guest(s):

- i. Reading of the Minutes
  - a. Minutes of the May 2021 Warren County Conservation Board meeting were reviewed. Joe Schettler moved to approve minutes. Sue Boll seconded. All ayes. Motion Carried.
- ii. Staff Reports for May were presented.
  - a. There were a few cancellations for the programs. One was due to an illness and the rest were due to weather.
  - b. Karen has most of the numbers ready, but she is waiting on another invoice from Madison County that should be another couple hundred dollars.
  - c. GWT – Mark met with the Warren County Board of Supervisors to advance WCCB Cash for the Great Western Trail improvements. They will need a resolution that states they will advance WCCB cash. Mark will check to see if the WCCB needs to write a resolution or if that is something the Warren County BOS will do. If we do get a cash advancement it will only be for a couple of months.
  - d. Mower – All products are backlogged so we cannot take possession until November. We have adequate mowers to get us through this season. We purchased from John Deere as they would let us prepay and if we need parts, they are here in town.
  - e. Door locks were put on the pit toilets at Hickory Hills.
  - f. Crow Raising – Brown was trimming the trees. Any time they are mowing, and a branch hits their roll bar, they must cut it.

- g. Trail signs – Each Tail head will now have a map that shows the trail and mileage of the trail. Each trail is named so visitors can see how far they go or what trail they are walking on.
- iii. Business Agenda
  - a. Friends of Warren County Conservation Board
    - i. Hosted the plant sale. They are also sponsoring the Protect the Trails at a \$200.00 Sponsorship.
  - b. Middleswart Lodge update
    - i. Concrete has been started. We still have three more phases before the concrete is done.
    - ii. Contracts have been updated. Working on getting a "how to" for the air conditioners, locking and unlocking the doors, a Knox Box has been ordered. Still need to order some tables and chairs.
    - iii. A door still needs to be put in in the back of the far west room of the lodge. This will block access from guests to the utility closet that holds the water heater and electrical box.
    - iv. The stove still needs to be removed. The Donor is aware it will be removed. They would like to see it sold with the money going back into the shelter. The donor mentioned purchasing some artwork to go above the kitchen window. The board would like to put the stove on Facebook Marketplace with the funds going back into the Friends account to be used to put back into the lodge.
    - v. There is a sign in the works to place at the entrance of 118th Ave.
  - c. Great Western Trail
    - i. The Grant was a team effort, and it has been submitted.
- iv. New Business
  - a. Summerset Trail Encroachment
    - i. Along the Summerset Trail, a resident, whose property backs up to the trail, has cleared along their property and Conservation's property. They have built a small bridge to cross from their yard to the trail, they have planted trees that are on county property, they have dumped grass clippings and tree trimmings along the trail as well. The county Attorney stopped to look at the property and stated the bridge needs to be removed.
    - ii. The board discussed coming up with an encroachment policy. Should this come up again the board could send a letter and the policy to the homeowner.
  - b. Approve Seasonal Hires
    - i. Sue Boll made a motion to hire Justin Delay effective May 17, 2021. Joe Schettler seconded. All ayes. Motion Carried
    - ii. Sue Boll made a motion to hire Monty Freeman and Nick Reinert effective June 1, 2021. Joe Schettler seconded. All ayes. Motion Carried.

- v. Discussion
  - a. Medora Prairie Update
    - i. The board is waiting on the abstract. Their office is working on getting it to our county attorney to be updated.
  - b. Zoom Meetings
    - i. The board would like to move to in person meetings.
  - c. Kids Fish Day
    - i. The photos that were uploaded made the dock and shelter look good. It was great to see all the kids participating in the event. It really showed a good side of our facilities.
  - d. Website Revamp
    - i. Karen just received a quote for a total revamp of the website. It came in at roughly \$11,000.00. With this revamp the public would be able to make reservations for the lodge and Annett Nature Center online, we could put videos of our rental facilities up so people could take virtual tours.
  - e. Mask Update
    - i. The board would like to move towards no mask if your vaccinated and if you are not please continue to use masks. Staff will update signs and place accordingly. Masks will still be used in doors for staff and children participating in summer camps.
- vi. Financial Report
  - a. There should be \$20,869.00 left in the budget. With the extra funds in our budget the board would like to make an additional \$13,000.00 payment on the truck and order \$6,784.00 towards the tables and chairs for the lodge.
  - b. The board will meet Monday June 21, 2021, at 6pm to discuss final claims and set final amounts for end of year claims.
- vii. Approval of Bills
  - a. Sue Boll made a motion to approve the June Claims. Joe Schettler seconded. All ayes. Motion Carried.
- viii. Adjournment
  - a. Sue Boll made a motion to adjourn at 7:10pm. Joe Schettler seconded the motion. All ayes. Motion carried.