

# Minutes of the Warren County Conservation Board

The Warren County Conservation Board held its regular monthly meeting on Wednesday, July 14, 2021. The meeting was held in person at the Anette Nature Center. Meeting called to order by President Kickbush at 6:01 p.m.

Those present:

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

Comprising a quorum of the board,

Absent:

Ron Miller, Secretary  
Sue Boll

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. Warren County Conservation Board meeting minutes from the regular June meeting along with the special meetings on June 21<sup>st</sup> and June 24<sup>th</sup> were reviewed. Joe Schettler moved to approve minutes. Ace Hendricks seconded. All ayes. Motion Carried.
- ii. Staff Reports for June were presented.
- iii. Business Agenda
  - a. Friends of Warren County Conservation Board
    - i. FWCC is panning the annual Prairie Picnic to be held Saturday September 18, 2021. There will be live music, online auction, silent auction, and a BBQ dinner.
  - b. Great Western Trail
    - i. The Iowa heritage foundation let Mark Wilson know that the entire GWT is not railbanked. Railroads typically railbank old railways so if they wanted to put a rail line back in, they could.
  - c. Middleswart Lodge update
    - i. Karen has a draft ready to go for the Fire Marshall. Worked through the contract up until locking and unlocking the doors.
    - ii. The concrete is done. The door to the mechanical room is installed. Jesse's lock and key will be out to rekey the door lock so we don't have to get another key.
    - iii. The oven hood is still hung. The stove and the hood are listed at \$650.00 on Facebook Market Place, and a few local and the Des Moines area buy sell trade sites. The board would like to drop the price \$50.00 every two weeks until it sells.

iv. New Business

a. New Phones

- i. The current phone system will no longer be supported after October of 2021. Karen did reach out to the company we currently use, and they gave us an estimate of \$6,865.63 to purchase and install new phones. There is a payment option. We could do a 36-, 48-, or 60-month payment. The cost would be \$231.37 for 36 months, \$183.31 for 48 months, or \$156.54 for 60 months.
- ii. The board would like to discuss the longevity of the phones with the IT department. If it seems like they are going to last, then the board would like to just go ahead and purchase the phones and they will find where to find the funds to purchase it.

v. Discussion Items

a. Special Events Permit

- i. The WCCB has had two different groups contact the board about doing special events in our parks. One group will be 50 or less and they will be camping, filming a music video, and then holding a live concert open to the public. The other will be a much larger group. Around 250 people and they would charge for the event.
- ii. At this time the co-directors do not believe there are any policies that state what the parks can or cannot be used for. The board would like to see what Polk County or other counties do in this situation. Then work to create a policy for Warren County Parks.

b. Easements

- i. All easements must be filed with the recorder's office. Polly Wright, Warren County Recorder, sent the easements that the WCCB currently has on file in her office.

c. Notary Stamp

- i. Does not need to be approved. The board supports getting a Notary Stamp.

vi. Discussion

a. Website updates

- i. Karen Johlas-Szalkowski reached out to Empowerment Solutions and Nolasoft Development. Both companies are going to send a quote for updating the conservation website. Karen did give them an idea of what the board is looking for on the website.

b. Trail Grants

- i. Mark Wilson has copies of the Trail Grants. He spoke with Dawn Bowman, the County Attorney, and she is in the process of writing up a resolution to take to the Warren County Board of Supervisors to sign for and advancement of funds to WCCB for the trail repair. Snyder & Associates is looking to open bids for the project in April of 2022. The total cost to repair the trail will be \$752,000.00. WCCB should know in August 2021 if we are or are not approved for the grants.

c. Veteran's Parkway

- i. The City of West Des Moines wanted us to mow a pass along Veteran's parkway on either side of the road. Mark Wilson wanted a 28E Agreement with the City of West Des Moines to spell out liability. The City of West Des Moines let Mark know that Secondary Roads already has a 28E with the city, that states the County does not need to mow or maintain along the city roads. This would include Warren County Conservation. It is the City of West Des Moines responsibility to maintain along Veteran's Parkway.

d. Adams Street Crossing

- i. With the new Adams Street crossing the trail. The contractors are going to grate the trail down to at grate crossing. This means the bikers are going to have to come to a stop and look for traffic. The city of West Des Moines wants to own the ground that the trail where the road will cross. The county Attorney would like the WCCB, City of West Des Moines, and the developers to come together on Monday July 19, 2021, to discuss Adams Street crossing and ownership of this section of the trail.

e. ICCS

- i. Discussion of Membership to Iowa's County Conservation System. An annual membership does cost \$2,000.00.

f. Internet

- i. Staff spoke with Warren County IT and they referred staff to Keltek for internet service. Keltek came out and placed a dish on the windmill. The first week it was struck by lightning, causing staff to be without internet service for a week. Keltek will be coming out to see if there is a better system for us.

vii. Financial Report

a. Revenue Reports

- i. Mallory Wells receipted in \$24.00 in the camp day fees that should have been receipted in under the Friends Account. There was a deposit of \$1,848.56. from Putney Auction which breaks down to \$1,787.76 for the sale of a truck and \$60.82 for the sale of a phone set.
- ii. Joe Schettler made a motion to approve the financial reports. Ace Hendrick seconded. All ayes. Motion carried.

viii. Approval of Bills

- a. Joe Schettler made a motion to approve the July Claims. Ace Hendricks seconded. All ayes. Motion Carried.

ix. Adjournment

- a. Joe Schettler made a motion to adjourn at 7:06pm. Ace Hendricks seconded the motion. All ayes. Motion carried.