

# Minutes of the Warren County Conservation Board

The Warren County Conservation Board held its regular monthly meeting on Wednesday, October 13, 2021. The meeting was held in person at the Anette Nature Center. Meeting called to order by President Kickbush at 6:00 p.m.

Those present:

Mark Kickbush, President  
Ace Hendricks, Vice-president  
Sue Boll  
Joe Schettler  
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  
Tyler Seuferer, Natural Resource Specialist  
Kelsey Longnecker, Naturalist I

Guest(s):

Bill Mabuce, City of West Des Moines  
Chief Chia, Indianola Fire Department  
Crystal McIntyre, Warren County Board of Supervisors

- i. Reading of the Minutes
  - a. Warren County Conservation Board meeting minutes from the regular September meeting were reviewed. Joe Schettler approved the September minutes with the change from Grate to Grade, under New Business Item I. Sue Boll seconded. All ayes. Motion Carried.
- ii. Staff Reports for August were presented.
  - a. Naturalist II/ Co-Director
    - i. IT and Phone issues were resolved. Talked with several different providers and discovered it was the box on the wind turbine.
  - b. Operations Coordinator/Co-Director
    - i. Mark met with Steve Gray to see about getting an architectural drawing of the Middleswart Lodge. Mr. Gray came out to the lodge to look around and he felt A2 was the correct classification of the building and didn't feel he could change it to A3.
  - c. Naturalist I
    - i. The Pheasant Mentor Hunt was cancelled by the DNR Staff. They were unable to secure enough helpers for the program.

- d. Natural Resource Specialist
  - i. Tyler has been mowing fire breaks in the prairies. Even though they are mowing them now, they will still work in the Spring when staff have the prairie burns.
- e. Conservation Technician - Brown
  - i. Kevin has been working at Blue Flag Marsh cleaning up the materials removed during the bridge replacement.
- f. Conservation Technician – Stonebrook
  - i. Kato has been working on finishing up spraying for Lespedeza. Staff currently use Pasturegard when spraying.
- iii. Business Agenda
  - a. Friends of Warren County Conservation Board (FWCC)
    - i. Friends did not meet in the Month of September so there is no report.
  - b. Middleswart Lodge Update
    - i. The lodge is currently classified as an A2 building which require a sprinkler system. Mark Wilson had an Architect come look at the building to see if we could get new drawings so it would be classified as an A3 building. Mr. Gray was not comfortable signing off on an A3 building because he also felt it was an A2 building.
    - ii. Chief Chia would like to put together a document on WCCB’s behalf to send to the State Fire Marshall. Once jurisdiction is given to his office, he can work with the board to get an exception made for the lodge to open without a sprinkler system.
    - iii. Joes Schettler motioned to allow Chief Chia to pursue getting documentation to the State Fire Marshalls office and continue to work with the board to get an exception made for how the Lodge can be used. Sue Boll seconded the motion. All ayes. Motion carried.
    - iv. The board could open the Lodge for rentals and not allow alcohol. The current contract states no alcohol so the building could be opened as is.
    - v. The Assistant County Attorney recommended that the board raise the damage deposit amount. She suggested a \$1000.00 damage deposit to cover the cost of any damage done to the building.
    - vi. Joe Schettler made the motion to approve rental for the Middleswart Lodge at \$750.00 per day, 6am to Midnight, and \$1,000.00 damage deposit. Sue Boll Seconded. All Ayes. Motion Carries.
  - c. Special Use Permit
    - i. Staff have had several requests to use County Parks. We need to make sure our parks can support these events.
    - ii. This would allow us to monitor who comes in, how big the event can be, and make sure our facilities can handle the event.
    - iii. The Iowa Code states, “No one group can monopolize an area” Having this permit in place would help make sure this would not happen.
    - iv. Joe Schettler made the motion to charge \$1000.00 park rental and \$1000.00 damage deposit. Sue Boll 2<sup>nd</sup>. All Ayes. Motion Carries.
- iv. New Business
  - a. Consideration of Permanent of City of West Des Moines water main crossing the Great Western Trail.

- i. WCCB has Dawn Bowman, Warren County Attorney, look over the Easement and she recommended adding “Manger of the property pursuant to Iowa Code 350.4(2021)” to the first paragraph.
    - ii. Mark Kickbush questioned the wording at the bottom of the first paragraph “A permanent water main easement and right-of-way upon, over, under, through, and across the following described” Bill explained this is here if the water main would break, they would be able to access the area quickly and work to fix any problem that has occurred. The Board would be notified prior to work being done if it were not an emergency.
    - iii. Ace Hendricks questioned paragraph three “No Permanent improvement shall be constructed or placed upon the above-described permanent easement.” This simply means WCCB will not construct a permeant structure, such as building, over the described easement blocking access to the water main.
    - iv. Joe Schettler moved to approve the Permanent Public Easement and Right-of-Way for Water Main. Sue Boll 2<sup>nd</sup>. Motion Carried.
  - b. Revue the Standard Professional Services Agreement from Snyder & Associates
    - i. Joe Schettler made a motion to approve the Standard Professional Services Agreement. Sue Boll seconded. All Ayes. Motion carried.
  - c. Resolution to Start Reserve Account
    - i. Sue Boll made the motion to Establish a Reserve Fund for the Warren County Conservation Board. Ace Hendricks seconded. All Ayes. Motion carried.
- v. Discussion Items
  - a. American Rescue Plan Act Funds (ARPA)
    - i. Mark Wilson and Karen Johlas-Szalkowski shared a few projects they thought would be a good use of ARPA Funds. Broadband to the Annett Nature Center, website redesign, Education and Exhibit completion, Elevator repair, getting utilities installed at Grant Campground, building a restroom/shower house for Grant Campground, Purchasing a skid loader with mower attachment, and a fire suppression system for the Middleswart Lodge.
    - ii. Crystal McIntyre, Warren County Board of Supervisors, informed WCCB that Warren County would be receiving Federal Funds to provide additional relief to address the continued impact of COVID-19.
    - iii. Warren County Board of Supervisors are implementing an application process as well as a checklist for distribution of ARPA funds. They have received the first half of the funds and will receive the 2<sup>nd</sup> half approximately in two years.
  - b. Horse Back Riding at Swamp White Oak
    - i. Staff have received complaints from members of the community that utilize the trail stating the trail is covered with horse manure and the trail is torn up making it hard to use.
    - ii. Sue Boll made the motion to no longer allow horseback riding at Swamp White Oak. Ace Hendricks seconded. All Ayes. Motion carried.
  - c. Great Western Trail Update
    - i. RAGBRAI hosted the Great Iowa Fall Ride. The ride took place on Saturday October 10, 2021. The ride started and ended in Cumming, Iowa. Riders rode along the Great Western Trail from Cumming to Easter Lake and back. President Kickbush

stated this was a missed opportunity to inform bikers what is going on with the trail and the improvements that will be coming along in the coming months.

- d. Emergency Management
  - i. Every five years the county has a hazard mitigation planning meeting. It's a series of meetings that will happen over the next year. Emergency Management contracted with JEO to help with the process. The next meeting will be held October 26, 2021, at 6pm in the Warren County Board Room.
  - ii. Hazard Mitigation is if an emergency should occur how will you department handle it. It allows you to create a plan for your emergency, tornado, flooding, or whatever you think is a threat to your department? Do you need outside help, do you need another county to come helps you?
  - iii. Once this report is submitted any time federal funds are available, if its on your list of needs, you may be notified that you can apply for funding.
- vi. Financial Report
  - a. Joe Schettler made a motion to approve the financial reports. Sue Boll seconded. All ayes.  
Motion carried.
- vii. Approval of Bills
  - a. Joe Schettler made a motion to approve the October Claims with the addition of \$320.00 to Jose Contreras and \$262.71 to Kone Inc. Sue Boll seconded. All ayes. Motion Carried.
- viii. Adjournment
  - a. Ace Hendricks made a motion to adjourn at 8:17pm. Sue Boll seconded the motion. All ayes.  
Motion carried.