

# Minutes of the Warren County Conservation Board

- i. The Warren County Conservation Board held its regular monthly meeting on Wednesday, May 12, 2021. The meeting was held electronically and in person at the Middleswart Lodge. Meeting called to order by President Kickbush at 6:00 p.m.

Those present:

Absent:

Mark Kickbush, President

Ace Hendricks, Vice-president

Ron Miller, Secretary

Joe Schettler

Sue Boll

Comprising a quorum of the board,

Also present:

Karen Johlas-Szalkowski, Co-Director/Naturalist II

Mark Wilson, CO-Director/Operations Coordinator

Kelsey Longnecker, Naturalist I

Guest(s):

- ii. Reading of Minutes.

Minutes of the May 2021 Warren County Conservation Board meeting were reviewed. Ron Miller moved to approve minutes. Motion seconded by Sue Boll. Motion carried by unanimous vote.

- iii. Staff reports for April were presented.

- iv. Business Agenda:

- a. Old Business:

1. Friends of Warren County Conservation report:

The FWCC held the annual Native Plant Sale. They will continue to work on planning for the Prairie Picnic in September.

2. Middleswart Lodge:

The bathroom partitions have been installed and the parking lot should be started next week. The lodge will still need a Knox box for the fire department. The board discussed rental fee, deposit, and reviewed the draft contract. Joe Schettler made a motion to set the rental fee of \$200 with a \$500 damage deposit and approve the contract with corrections discussed. 2<sup>nd</sup> Sue Boll Motion carried by unanimous vote.

3. Great Western Trail Update

Snyder & Associates completed the trail assessment. 1.7 miles of trail was rated as poor or failed. The total cost estimate is \$752,000. A map of the assessment and cost estimate was presented. There is a Covid Relief Grant that doesn't require a match that can be applied for. Mark discussed with the Warren County Supervisors regarding payment up front if the grant is received. The grant could potentially score higher if WCCB commits partial funding towards the project. The engineering fee would qualify for that funding. Sue Boll made a

motion to approve the resolution for the Great Western Trail in the amount of \$28,400 2<sup>nd</sup> Ace Hendricks Motion carried by unanimous vote. Mark reviewed the bridges along the trail and reviewed a past bridge report and will work on updated inspections.

b. New Business:

1. Review Paperwork for Medora Prairie

The paperwork for taking ownership of Medora Prairie was presented. It will go to the Warren County Supervisors on May 18, 2021 for approval and then at a hearing meeting in June. WCCB will need to provide signage for the area as part of the agreement. Ace Hendricks made a motion to approve the paperwork. 2<sup>nd</sup> Ron Miller Motion carried by unanimous vote.

2. Consider moving Tyler Seuferer to Natural Resource Specialist

The board discussed promoting Tyler Seuferer to Natural Resource Specialist. Joe Schettler made a motion to promote Tyler Seuferer to Natural Resource Specialist at Grade 11 Step 8 effective June 1, 2021. 2<sup>nd</sup> Sue Boll Motion carried by unanimous vote.

3. Approve Office Manager starting June 1, 2021

The Co-Directors offered the Office Manager Position to Mallory Wells, she is a transfer from the Warren County Administration Office. Ace Hendricks made a motion to hire Mallory Wells at Grade 8 Step 9 \$21.50 per hour effective June 1, 2021. 2<sup>nd</sup> Sue Boll Motion carried by unanimous vote.

d. Discussion Items:

The board discussed the involvement in the interview process. They agreed that since the board position is voluntary that sitting in on interviews is appropriate but they would not be a voting member on who is chosen to be hired. Joe Schettler asked the Co-Directors to reach out to Tom Hazelton with an update on staff. The Strategic Planning will be moved to July.

- v. Financial reports were distributed. Joe Schettler made motion to approve the April claims totaling \$29,568.21. 2<sup>nd</sup> Ron Miller Motion carried by unanimous vote. Mark reviewed the budget and there is about \$29,000 that can be spent on equipment and the exhibit before the end of the budget year.
- vi. Joe Schettler moved to adjourn. Motion seconded by Sue Boll. Motion carried by unanimous vote. Meeting at 8:00 p.m.

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Ron Miller, Secretary  
Warren County Conservation Board