

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:

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."