

**Harrison County Conservation Board**  
**Monthly Meeting Minutes**  
**Monday, April 4, 2022**  
**Willow Lake Headquarters**

The Harrison County Conservation Board (HCCB) held its regular April meeting on Monday, April 4, 2022 at the Willow Lake Headquarters. A tour of the Willow Lake Nature Center (WLNC) project was taken at 7:00 pm. President Kris Pauley called the meeting to order at 7:15 pm. Those members present were Ben McIntosh, Nate Epperson, Kimberly Nunez, and Danelle Myer. Also present were Supervisor Walter Utman, Naturalist Connie Betts, visitor Katie Gamblin, and Director Scott Nelson.

A motion to approve the Consent Agenda, Bills, and Minutes was made by McIntosh, second by Nunez. Motion carried.

The Board welcomed Katie Gamblin and everyone introduced themselves.

Nelson gave the following Updates:

- All HCCB parks officially opened on April 1<sup>st</sup>. Shower houses remain closed until the temperatures warm up.
- The 2022 Deluxe Cabin Open House was on April 3<sup>rd</sup> with a good turnout.
- HCCB Park Rangers participated in the Spring Training of CCPOA.
- The Board of Supervisors approved the county budgets that included a \$1.50/hour cost of living adjustment.
- Natural Resource Tech Thad Pothast and Conservation Tech Jonah Quick are participating in the Cooperative Burn Week being held in the Southern Loess Hills region.
- The Iowa Great Place grant is continuing with a partnership between the HCCB and Woodbine Mainstreet. The next meeting will be held on April 12 at Good Fellows at noon.
- Hunter Allen, LoMa senior, was hired as a summer intern to replace a previous candidate who backed out. He's wage will be \$11.50/hour with the opportunity to step to \$12/hour with a satisfactory probation period.
- The beach latrine project is set to be delivered in mid-June.
- Nelson may be taking a few days off in late April while his son, Jack, is on leave from the Marine Corps.

Nelson presented Pay Application #7 for Board review. This is for work completed in the month of March by general contractor Meco-Henne in the amount of \$179,864 and has been certified by JEO. After review and discussion, a motion to accept Pay Application #7 was made by McIntosh, second by Myer. Motion carried.

Updates: A progress meeting was held on March 29<sup>th</sup> with Meco-Henne and JEO. A new progress schedule was shared with the group. Weather has been good, but the intermittent temperatures have hindered concrete pouring. Steel is beginning to be erected. Meco-Henne representative have requested to JEO and HCCB a variance of an additional \$13,000 due to unforeseen increased costs of dimensional lumber – JEO will evaluate.

Nelson presented the Fish Habitat Agreement #22-07F, and agreement of cost-share between the HCCB and the Iowa Department of Natural Resources for the silt retention project at Willow Lake. The project's overall cost is \$42,500. The grant will cover 90% (\$38,250) and the HCCB is responsible for 10% (4,250). The project will start sometime in Summer 2022 with Larry Malone Bulldozing with dredging, extending the length and height of the dam, and raising the tube by approximately 5 feet. The end result will be 3 acres of fishable waters added. A motion to accept the Fish Habitat Agreement #22-07F was made by Nunez, second by Myer. Motion carried.

The South Building at the Welcome Center needs new siding as the current half-log siding is rotting in many locations. To complicate the issue, the stud framing is set at 24 inches on center and there is no plywood sheathing between the framing and current siding. Local contractors were sought to help determine possible remedies, but availability and/or willingness to tackle this project was very small. Don Bernard was the only contractor to submit a bid. The work detail includes removal of the half-log siding, install stud framing between the current studs, install plywood and house wrap, and then LP Smart Siding (the same on the main building) and all trim, soffits, and gutters. The bid is for \$37,000 and will cover materials and labor. This is a large and complicated project, but one that needs to be addressed. After discussion, a motion to hire Don Bernard to complete the work on the South Building was made by McIntosh, second by Epperson. Motion carried.

Nelson updated the Board on the current budget which will end on June 30<sup>th</sup>. In the Capital Projects portion of the General Fund budget (Fund 1021), two new computers will be purchased, along with renovations to the mixing room at the Welcome center. The South Building siding project will also come from these funds. Nelson also informed the Board that the FY 22/23 budget will take effect on July 1<sup>st</sup> and that because of the ongoing supply issues, vehicle purchases have become more complicated and cumbersome, along with approximately 6 months to receive. Also, upkeep on the HCCB road infrastructure will be more expensive due to increased costs of petroleum products. Other things to think about in the future include updating the Park Ranger duty weapons/gear, and strategic planning for the department.

Department Reports were reviewed. Betts updated the Board on the Display Concepts provided by McCullough Creative. This is version 3 and provides preliminary content with graphics and images. Board members received a copy to digest and provide feedback.

In Other/Future: the next meeting is on May 2<sup>nd</sup>.

With no further business, a motion to Adjourn at 8:55 pm was made by Nunez.

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Kris Pauley, President

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Danelle Myer, Vice-President

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Kimberly Nunez, Secretary

