

JOHNSON COUNTY CONSERVATION BOARD
REGULAR MEETING MINUTES
September 12, 2023

BOARD MEMBERS:

Carolyn Buckingham, President
Bill Waldie, Vice President
Gene Zdrazil
Connie Mutel (ZOOM)
Bonnie Winslow-Garvin

STAFF MEMBERS:

Larry Gullett, Director
Ally Skidmore, Office Asst.
Dave Gustafson, Asst. Op. Supt.
Wade Schultz, Op. Supt.
Brad Freidhof, Cons. Prgm. Mgr.
Jacob Moss, Custodian
Sabrina Peyton, Nat Res. Technician
Tim Kurt, Nat. Res. Technician

OTHER STAFF:

Ryan Maas, Asst. County Attorney
Lisa Green-Douglass, Board of Supervisors

President Carolyn Buckingham called the meeting to order at 5:30 p.m.

Minutes:

Motion was made by Bill Waldie to approve the Johnson County Conservation Board Regular Meeting minutes of August 15, 2023. Second by Bonnie Winslow-Garvin with a unanimous vote.

Bills:

Motion was made by Gene Zdrazil to approve department 24 bills in the amount of \$37,560.43, department 32 in the amount of \$5,875.57, department 40 in the amount of \$1,937.08, department 82 in the amount of \$18,624.14, department 35 Kent Park Campground Shower House and Wastewater Project in the amount of \$150,554.98 of Second by Bonnie Winslow-Garvin with a unanimous vote.

Directors Report:

Director Larry Gullett reviewed staff activities and financial reports.

Discussion by Public:

None present.

Business:

1. Discussion/Action – Meet the new Natural Resource Technicians Sabrina Peyton & Tim Kurt.

Discussion only.

2. Discussion/Action – Meet the new Custodian, Jacob Moss

Discussion only.

3. Discussion/Action – Review and comment on update to the JCCB Employee Handbook.

Discussion only.

4. Discussion/Action – Review and comment on the JCCB Bylaw and Policy Manual.

Discussion only.

5. Discussion/Action – Agreement with Shive-Hattery for development of bid documents for the shower house project.

Motion was made by Bill Waldie to approve the Shive-Hattery bid document for the shower house project contingent upon the approval of standard terms and conditions from Director and County Attorney's office. Second by Bonnie Winslow-Garvin with unanimous vote.

6. Review itinerary for tour of conservation areas and projects with the Board of Supervisors.

Discussion only.

7. Motion was made by Bill Waldie at 6:45 pm to go into a closed session regarding potential purchase of particular real estate. Possible closed session per 21.5(1)(j) Code of Iowa to discuss purchase of particular real estate where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property. Second by Bonnie

Winslow-Garvin with a roll call vote as follows: Buckingham, aye; Winslow-Garvin, aye; Waldie, aye; Mutel, aye; Zdrazil, aye.

Motion was made by Bonnie Winslow-Garvin to come out of closed session at 7:02 pm. Second by Bill Waldie with a roll call vote as follows: Buckingham, aye; Waldie, aye; Mutel, aye; Zdrazil, aye; Winslow-Garvin, aye.

8. Relative items discussed in closed session- if needed.

Motion was made by Bill Waldie approve the purchase agreement that was discussed in closed session contingent upon final attorney review and approval of the seller's attorney and accepted by our County Attorney and Director. Second by Bonnie Winslow-Garvin with unanimous vote.

Announcements/Correspondence:

Annual ICCS Conference in Harrison and Pottawattamie counties, September 19-21st, 2023

Next Regular Meeting of the Conservation Board – Tuesday, October 17th, 2023, 5:30 pm – Conservation Education Center at Kent Park.

Tour with the Board of Supervisors- 9:00 am to 3 pm, Monday, October 23rd, 2023- Downtown Administration Building.

Adjournment:

The meeting was adjourned at 7:08 pm.

The above minutes were read and approved by the Johnson County Conservation Board the 17th day of October 2023.

Signature on File

Carolyn Buckingham, President

Signature on File

Bonnie Winslow-Garvin, Secretary