



**SCOTT COUNTY CONSERVATION BOARD MEETING
WEST LAKE PARK ADMINISTRATION OFFICE**

December 11, 2019

Board Members Present:

John O'Donnell
Doug Grenier
Richard Mohr

Board Members Absent:

Carol Fennelly
Beth McAleer

Others Present:

Roger A. Kean, Director
Marc Miller, Deputy Director
Amber Sullivan, Senior Administrative Assistant

The meeting was called to order at 3:00 p.m.

MINUTES: The minutes of the November 13, 2019 meeting were reviewed for additions and/or corrections.

MOTION:

A motion was made by Mr. Mohr to approve the minutes from the November meeting as presented, seconded by Mr. Grenier, all in favor and passed.

FINANCIAL REPORT: Reviewed and discussed for the month of November.

MOTION:

A motion was made by Mr. Grenier to approve the Financial Report from November as presented, seconded by Mr. Mohr all in favor and passed.

PUBLIC COMMENT:

None.

CORRESPONDENCE:

- Thank you letter from NRPA for the Board's ongoing dedication as Premier Members. As a token of appreciation the Board members were offered a 2020 wall calendar from the NRPA.
- Thank you card from the Miller family for Conservation's support during the passing of Marc's mother-in-law, Sibyl Jean DiCiccio.

BUSINESS:

Acceptance of Scott County Park Ranger Rick Rouse's Retirement, effective March 3, 2020:

The Board was presented a letter from Rick Rouse informing the Board of his plans to retire on March 3, 2020. Rick thanked the Board for allowing him to work for Scott County Conservation for the last 12+ years.

MOTION:

A motion was made by Mr. Mohr to accept Rick Rouse's retirement thanking him for his service and to authorize staff to begin the recruitment process for a new Park Ranger at Scott County Park, seconded by Mr. Grenier, all in favor and passed.

Approval of Special Event Application from Illowa Boy Scouts of America to use Scott County Park for their Day Camp June 14th through June 19th, 2020

This is an annual request from the Illowa Boy Scouts of America and staff recommended approval.

MOTION:

A motion was made by Mr. Mohr to approve the Illowa Boy Scouts of America to use Scott County Park for their day camp, seconded by Mr. Grenier, all in favor and passed.

Approval of the Preconstruction Agreement with the Iowa DOT for the Pipe Culverts on I-280:

This agreement between the Scott County Conservation Board and Iowa DOT will grant approval to the Iowa DOT to begin work on a project involving the Pipe culverts on I-280 from 0.6 miles south of I-80 to 0.2 miles south of Iowa 22. As part of the project a 5' x 8' splash pad shall be installed on Conservation Board property. The splash pad will be installed and maintained by the Iowa DOT, at no cost to the Conservation Board. Conservation Staff are in support of the project.

MOTION:

A motion was made by Mr. Grenier to approve the Preconstruction Agreement with the Iowa DOT for the Pipe Culverts on I-280, seconded by Mr. Mohr, all in favor and passed.

Approval of FY19 Annual Report

The Board review and discussed the Annual Report for FY18-19.

MOTION:

A motion was made by Mr. Grenier to approve the FY19 Annual Report as presented, seconded by Mr. Mohr, all in favor and passed.

Approval of 2020 Fees for Park Services:

The Board reviewed and discussed the 2020 fees for park services. The Board determined that all current fees should remain the same as last year's.

MOTION:

A motion was made by Mr. Mohr to approve the 2020 Fees for Park Services with no changes from the 2019 Fees for Park Services, seconded by Mr. Grenier, all in favor and passed.

Approval of Seasonal Pay Rates:

The Board reviewed and discussed the 2020 pay rates for seasonal employees.

JOB TITLE / LOCATION	CURRENT			PROPOSED		
	Hourly Min	Hourly Min	Hourly Max	Hourly Min	Hourly Min	Hourly Max
GLYNNS CREEK:						
Assistant Golf Pro	\$ 14.00	\$ 14.00	\$ 16.00	\$ 14.00	\$ 14.00	\$ 16.00
Pro Shop Manager	\$ 10.00	\$ 12.50	\$ 14.50	\$ 12.50	\$ 12.50	\$ 14.50
Food Service Manager	\$ 10.00	\$ 11.00	\$ 13.00	\$ 11.00	\$ 11.00	\$ 13.00
Pro Shop Personnel	\$ 8.00	\$ 10.50	\$ 12.50	\$ 10.50	\$ 10.50	\$ 12.50
Groundskeepers	\$ 9.00	\$ 10.00	\$ 12.00	\$ 10.00	\$ 10.00	\$ 12.00
Food Service Personnel	\$ 8.00	\$ 9.00	\$ 11.00	\$ 9.00	\$ 9.00	\$ 11.00
Golf Course Rangers, Starters, Cart Personnel	\$ 8.00	\$ 9.00	\$ 11.00	\$ 9.00	\$ 9.00	\$ 11.00
SCOTT COUNTY & WEST LAKE PARKS:						
Beach/Pool Managers	\$ 15.00	\$ 15.50	\$ 17.50	\$ 15.50	\$ 15.50	\$ 17.50
Assistant Beach/Pool Managers	\$ 12.00	\$ 12.00	\$ 14.00	\$ 12.00	\$ 12.00	\$ 14.00
Pool/Beach Lifeguards (includes WSI)	\$ 9.50	\$ 9.50	\$ 11.50	\$ 9.50	\$ 9.50	\$ 11.50
Pool/Beach/Boathouse - Concession Workers	\$ 8.00	\$ 9.00	\$ 11.00	\$ 9.00	\$ 9.00	\$ 11.00
Park Attendant	\$ 10.00	\$ 10.50	\$ 12.50	\$ 10.50	\$ 10.50	\$ 12.50
Maintenance	\$ 9.00	\$ 10.00	\$ 12.00	\$ 10.00	\$ 10.00	\$ 12.00
Maintenance - Skilled	\$ 12.74	\$ 13.32	\$ 13.32	\$ 13.32	\$ 13.32	\$ 13.32
Park Patrol - Certified	\$ 18.00	\$ 18.00	\$ 20.00	\$ 18.00	\$ 18.00	\$ 20.00
Park Patrol - Non Certified	\$ 12.00	\$ 12.50	\$ 14.50	\$ 12.50	\$ 12.50	\$ 14.50
PIONEER VILLAGE:						
Day Camp Counselors	\$ 9.00	\$ 10.00	\$ 12.00	\$ 10.00	\$ 10.00	\$ 12.00
Apothecary Shop Concession Workers	\$ 8.00	\$ 9.00	\$ 11.00	\$ 9.00	\$ 9.00	\$ 11.00
Maintenance/Resident Caretaker	\$ 12.74	\$ 13.32	\$ 13.32	\$ 13.32	\$ 13.32	\$ 13.32
WAPSI CENTER:						
Assistant Naturalist	\$ 11.00	\$ 12.00	\$ 14.00	\$ 12.00	\$ 12.00	\$ 14.00
Maintenance/Resident Caretaker	\$ 12.74	\$ 13.32	\$ 13.32	\$ 13.32	\$ 13.32	\$ 13.32
CODY HOMESTEAD:						
Attendants/Concession Workers	\$ 8.00	\$ 9.00	\$ 11.00	\$ 9.00	\$ 9.00	\$ 11.00

MOTION:

A motion was made by Mr. Grenier to approve the proposed changes to seasonal starting pay rates for the 2020 season with returning seasonal employees receiving a \$.25 hourly increase from their previous year hourly wage or the new minimum for their position, whichever is greater of the two. Returning seasonals whose hourly max meets or exceeds the new range will be “frozen” until the range catches up with their salary. Seconded by Mr. Mohr, all in favor and passed.

Approval of FY21 Capital Projects:

The Capital Projects for Fiscal Year 2021 were reviewed and discussed. The overall capital project costs for FY21 is \$1,491,000, with \$1,268,800 being funded by the County. The remaining \$223,000 is to be funded by the Conservation Capital Reserve Fund.

MOTION:

A motion was made by Mr. Mohr to approve the FY21 Capital Projects, seconded by Mr. Grenier, all in favor and passed.

Approval of FY21 Vehicle & Equipment Expenditures:

The Vehicle & Equipment Expenditures for Fiscal Year 2021 were reviewed and discussed. The overall vehicle and equipment costs for FY21 is \$309,000, with \$237,800 being funded by the County. The remaining \$71,200 is to be funded by the Conservation Equipment Reserve.

MOTION:

A motion was made by Mr. Grenier to approve the FY21 Vehicle & Equipment Expenditures, seconded by Mr. Mohr, all in favor and passed.

Golf Report:

The Board reviewed and discussed the golf reports.

MOTION:

A motion was made by Mr. Grenier to approve the Golf Reports as presented, seconded by Mr. Mohr, all in favor and passed.

Staff Report:

Summary of monthly highlights from each department.

The next Board meeting is scheduled for 3:00pm on Wednesday, January 8th, 2020, at the West Lake Park Administration Office.

MOTION:

A motion was made by Mr. Mohr to adjourn, seconded by Mr. Grenier, all in favor and passed.

Chairman

Secretary/Treasurer