

Boone County Conservation Board regular meeting  
Tuesday, November 11, 2025  
Boone County Courthouse, 4<sup>th</sup> floor conference room

Members present: Jennifer Schieltz, Pat Hagan, Brian Bales, Lisa Kobernusz, Gary Nystrom (a few minutes late)

Members absent:

Employees present: Ex. Dir. Chelsie Wilson, Ranger Cooper Sanor

Vice Chair Hagan officially called the meeting to order at 2:13 pm.

Kobernusz made a motion to approve the agenda, seconded by Bales. Motion passed.

Kobernusz motioned to approve the minutes of the previous meeting, seconded by Bales. Passed.

The board opened the floor for any public comments. There were none.

Executive director Wilson presented the monthly bills totaling \$16,743.86. Bills this month included payments for moving an electric pedestal near the golf course, mower parts, finishing of the roof at bathhouse C, and upfitting the new ranger truck. The third payment to Burkett construction for the new Don Williams clubhouse construction was also made in the amount of \$48,450.00. A payment to 10Fold architecture for overseeing the construction was made for \$9,762.50. Hagan made a motion to approve the monthly bills, seconded by Bales. Passed.

Old Business:

Don Williams new clubhouse update: Ex. Dir. Wilson reported that the remaining concrete was poured today for the patio and sidewalks. The windows have been installed, but the exterior doors have not yet. They are planning to paint at least a first coat on the siding this week. A second electric meter will be installed by Midland to save us money on the future usage by the electric heat pump and hot water heater (50% the price of regular electricity).

It was also mentioned that on November 21, Midland employees are helping relocate some playground equipment from Lincoln school to Don Williams. Board members discussed providing lunch for those volunteers.

New Business:

Clubhouse lessee recruitment: Ex. Dir. Wilson has created and printed some fliers which will be posted around town and also on the Boone County website advertising the position and asking people to express interest by January so that we can select someone at the February meeting. The board discussed whether the terms of the lease should be modified in regards to the golf fee revenue sharing to a flat fee given to the lessee for the season. This discussion will continue at a future meeting.

Video camera options: Ex. Dir. Wilson shared some options for camera packages for Don Williams and the new clubhouse. Option 1: a one-time fee of \$3200 for 4 exterior and 1 interior cameras. Option 2: a \$1700 upfront fee plus an ongoing \$25-\$35 monthly fee to maintain access


to app that handles the storage. Chair Nystrom shared one other possible company he has talked to that Ex. Dir. Wilson will call and check with. We will continue discussion at the next meeting.

ICCS salary survey FY2025: Ex. Dir. Wilson shared a spreadsheet that shows for each county the total conservation budget, revenue, tax dollars used, tax levy, and salary information for each county conservation employee by job title. She highlighted how Boone county compares to other counties with either similar population, tax dollars used, or tax levy. We are generally lower in number of full and part time employees. Our operations manager is the 2<sup>nd</sup> lowest paid in the state. Our two park rangers are the 4<sup>th</sup> and 6<sup>th</sup> lowest paid in the state. In an effort to retain the great staff we already have, she is requesting a \$5,000 salary increase for our operations manager and for each of our two rangers. She would also like to make our three PRN positions (two park and 1 for the golf course) full-time at \$45,000 per year to help recruit and retain the best people for these positions. Making these full-time would also add insurance for these employees, which they don't currently get. The board discussed ways to share this data, as well as our increases in revenue over the past few years with the Board of Supervisors to advocate for increasing our budget in order to increase these salaries and support our employees.

Other Discussion: Chair Nystrom reminded the board of plans to do an annual review of Ex. Dir. Wilson sometime next month.

Hagan moved to adjourn, Schieltz seconded. Meeting adjourned at 3:19 pm.

  
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Gary Nystrom, Chair

  
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Jennifer Schieltz, Secretary

#### Action Items

- Chelsie continue to explore options for cameras for Don Williams
- Chelsie put together some data on revenues/ park usage to share with board members in the coming weeks. Board members go visit with Chelsie to see this.
- Chelsie check on procedures for a possible closed session in December