

**REGULAR MEETING**  
**JASPER COUNTY CONSERVATION BOARD**  
**Conservation Office, Armory Building**  
**November 4, 2025, 8:30 A.M.**

**Board Members Present:** Andy Stone, Chris Herbold, Thad Nearmyer, and Willie Yeager

**Board Members Absent:** Carol Kramer

**Staff Present:** Keri Van Zante, Katie Cantu, Greg Oldsen, Tristan Hunt and Jerry Ratliff

**Guests Present:** Fran Henderson, Dennis Simon, Cory Van Zante, Natalie Moorman, Bunny Churchill, and Patty Tjelmeland

With a quorum present, the business meeting was called to order by Chairperson Yeager at 8:30 am. Minutes of October 7, 2025, regular meeting and October 20, 2025 special meeting were approved as written.

**APPROVAL OF BILLS – ACTION 26-43.** Motion by Stone, second by Nearmyer, that the following bills be approved for payment from the conservation fund:

Alliant Energy	Electric Service-Mariposa Shop	0001-22-6110-000-43142	\$120.61	
Alliant Energy	Electric Service-Mariposa	0001-22-6110-000-43142	\$32.31	
Iowa Regional Utilities Assoc	Water Service Ashton	0001-22-6110-000-43244	\$39.86	
Iowa Regional Utilities Assoc	Water Service Mariposa	0001-22-6110-000-43242	\$180.86	
Iowa Regional Utilities Assoc	Water Service Uhlenhopp	0001-22-6110-000-21249	\$48.08	
Iowa Regional Utilities Assoc	Water Service Krumm	0001-22-6110-000-43213	\$92.08	
Jasper County Engineer	Fuels-Motor Vehicle	0001-22-6110-000-25000		
MidAmerican Energy	Electric Service-Ashton	0001-22-6110-000-43144	\$131.00	
	Ashton Campground	0001-22-6110-000-43144	\$40.64	
Skunk River Sanitation LLC	Waste Removal Ashton	0001-22-6110-000-21944	\$55.00	
US Cellular	All Parks Wifi	0001-22-6110-000-42080	\$175.16	
LaCrosse Seed	seed	0001-22-6110-000-20300	\$39.00	
ISU Extension JC	Educational Training	0001-22-6110-000-42200	\$45.00	
Theisens	Ashton Supplies	0001-22-6110-000-21944	\$67.24	C
Theisens	Ashton Shop	0001-22-6110-000-21944	\$3.99	C
LaCrosse Seed	Grass Seed	0001-22-6110-000-20300	\$934.50	
Newton Landfill	Marip. Shop Cons. Garbage	0001-22-6110-000-44142	\$31.11	C
Theisens	Custodial Supplies	0001-22-6110-000-23200	\$16.27	C
Canva	Marketing	0001-22-6100-000-40000	\$14.99	C
Authorize.net	Credit Card Fees	0001-22-6100-000-40000	\$16.10	C

Amazon	Fishing Club	0005-22-6100-000-29280	\$38.98	C
	Fishing Club	0005-22-6100-000-29280	\$41.38	C
My County Parks	IAN Membership	0001-22-6100-000-48039	\$40.00	C
Amazon	Skid Loader O Ring	0001-22-6110-000-24100	\$56.99	C
Newton Classic Car Wash	Car Wash Maint	0001-22-6110-000-44000	\$11.00	
Key Cooperative	Fuel Oil-Uhlenhopp	0001-22-6110-000-43043	\$471.07	
Amazon	EAP Lab Supplies	0001-22-6100-000-29139	\$209.68	C
	EAP Lab Supplies	0001-22-6100-000-29139	\$42.99	C
Walmart	Fishing Club	0005-22-6100-000-29280	\$28.40	C
Dodds Trash Hauling & Recycling	Trash Uhlenhopp	0001-22-6110-000-44146	\$79.99	C
	Trash Mariposa	0001-22-6110-000-21942	\$80.00	
Studio MELEE	Stewardship Lab Plan	0028-22-0210-000-60000	\$2,300.00	
	Stewardship Lab Plan	0028-22-0210-000-60000	\$840.00	
	Nature Center Plan	0023-22-0210-000-60000	\$1,028.00	
Menards	Mariposa Maint	0001-22-6110-000-21942	\$46.32	C
Theisens	Mariposa Maint	0001-22-6110-000-21942	\$49.42	C
Theisens	Mariposa Maint	0001-22-6110-000-21942	\$49.42	C
	Skid Loader Maint	0001-22-6110-000-44300	\$119.24	C
Terpstra Plumbing, Heating, Elc	mariposa Shop	0001-22-6110-000-44142	\$3,986.00	
Gardner Millwork & Supply	Cottage #2	0031-22-0210-000-44142	\$7,258.49	
Menards	Ashton Maint Supplies	0001-22-6110-000-21944	\$116.82	C
	Ashton Maint Supplies	0001-22-6110-000-21944	\$13.47	C
Amazon	Park Security Camera	0001-22-6110-000-42080	\$135.26	C
Neiman Ace Hardware	Mariposa Maint	0001-22-6110-000-21942	\$43.17	C
Ziegler	CAT Skid Loader	0001-22-6110-000-44300	\$24.26	C
Sarah Paul	Land Rent	0001-22-6110-000-45400	\$525.00	
Smith Quality Rental	Cottage #2	0031-22-0210-000-44142	\$1,235.00	
Bob's Septic	Bike Trail Potty	0001-22-6110-000-41546	\$450.00	C
Walmart	Program Animal Supp	0001-22-6110-000-20142	\$11.44	C
Neiman Ace Hardware	Krumm Maint Supplies	0001-22-6110-000-21943	\$109.78	C
Menards	Shelter Repair	0001-22-6110-000-21900	\$129.99	C
Spahn & Rose	Cottage #2	0031-22-0210-000-44142	\$369.44	C
Theisens	Maint. Supplies	0001-22-6110-000-21900	\$30.98	C
	Shelter Repair	0001-22-6110-000-21900	\$3.07	C
Newton Landfill	Cottage #2	0031-22-0210-000-44142	\$18.69	C
Walmart	school of the wild	0001-22-6100-000-29139	\$26.20	C
Canva	Advertising	0001-22-6100-000-40000	\$14.99	C
Theisens	marip ranger battery	0001-22-6110-000-25400	\$79.99	C
4 seasons trailer	dump trailer parts	0001-22-6110-000-24100	\$13.46	C
Harthoorn Underground Serv	Cottage #2	0031-22-0210-000-44142	\$7,000.00	
	mariposa Shop	0001-22-6110-000-44142	\$6,000.00	
Manatts	observatory sidewalk	0001-22-6110-000-21200	\$1,360.00	
Dodds Trash Hauling & Recycling	Trash Uhlenhopp	0001-22-6110-000-44146	\$80.00	

	Trash Mariposa	0001-22-6110-000-21942	\$80.00
Botanical Designs	Living Wall Nature center	0028-22-0210-000-6000	\$8,548.00
Snyder and Associates	RRPT Phase 2	1555-22-0220-000-60100	\$8,376.15
			\$53,535.72

Motion carried unanimously.

**APPROVAL OF DIGITAL TRANSACTIONS- ACTION 26-44.** Motion by Stone, second by Nearmyer to approve the October 2025 digital transactions. Motion carried unanimously.

**DISCUSSION ITEMS:**

A report was given by Cantu, Oldsen, Hunt, and Ratliff

**Baxter Community Update.** Moorman, Churchill, and Tjelmeland presented an update on Baxter community visioning. Moorman asked for a few representatives from JCCB to attend a future meeting with Luke Hoffman from the Iowa Bicycle Coalition.

**ROORDA POND REPAIR FEMA BID OPENING- ACTION 26-45.** Van Zante requested bids from Earthworks Incorporated, Scott Nikkkel Trucking and Sully Construction for this project. Contractors were given over a month to provide a bid, and Van Zante checked back in with all contractors 2 additional times after sending them bid packets to ask for project bids. Van Zante voiced concerns about FEMA funding availability with the current government shutdown in place. Yeager opened the 1 sealed bill that was submitted for the Roorda Pond Repair FEMA project. Sully Construction bid \$11,275.00. Motion by Herbold, second by Stone to accept the low bid from Sully Construction of \$11,275.00 pending availability of FEMA funding for the Roorda Pond Repair FEMA project. Motion carried unanimously.

**MARIPOSA TRAIL REPAIR FEMA BID OPENING- ACTION 26-46.** Van Zante requested bids from Earthworks Incorporated, Scott Nikkkel Trucking and Sully Construction for this project. Contractors were given over a month to provide a bid, and Van Zante checked back in with all contractors 2 additional times after sending them bid packets to ask for project bids. Van Zante voiced concerns about FEMA funding availability with the current government shutdown in place. Yeager opened the 1 sealed bill that was submitted for the Mariposa Trail Repair FEMA project. Sully Construction bid \$42,663.34. Motion by Herbold, second by Stone to accept the low bid from Sully Construction of \$42,663.34 pending availability of FEMA funding for the Mariposa Trail Repair FEMA project. Motion carried unanimously.

**APPROVAL OF HIRING AND STARTING PAY OF**

**NATURALIST/ADMINISTRATIVE ASSISTANT- ACTION 26-47.** Van Zante reported that 16 very qualified individuals applied for the naturalist/administrative assistant position. Interviews were held during the week of October 20 with the top 5 candidates. Liz Ventling was chosen as the top candidate, and the job has been offered to her pending approval by the conservation board and satisfactory drug and background testing. Starting pay for this job is \$20.95-\$25.78/hour. Motion by Herbold, second by Stone to hire Liz Ventling with a starting pay at Step 3A of the pay scale of \$23.98/hour pending satisfactory drug and background testing. Nearmyer abstained from the vote. All others board members approved. Motion carried.

**CURTIS “CURT” JACKSON TRUST DONATION AGREEMENT – ACTION 26-48.** Van Zante has been working with trustee Jane Meyer of the Curt Jackson Trust to develop a donation agreement clarifying what the funds can and will be used for at the Education Center. Meyer has listed finishing the basement of the education center and the installation of a handicapped accessible trail and fishing dock at the south pond be first on the agenda. After those projects are complete, we will revisit to see what monies are left and what next priorities will be identified. The donation agreement has been reviewed and approved by county attorney Scott Nicholson. Motion by Herbold, second by Stone to accept the Curt Jackson Trust donation agreement. Motion carried unanimously.

**STUDIO MELEE ENVIORNMENTAL EDUCATION CENTER BASEMENT FINISH DESIGN CONTRACT- ACTION 26-49.** Van Zante confirmed that the zoning department will require an architectural plan to finish the basement at the nature center. The cost of the plan from Studio Melee is \$4,920. Motion by Stone second by Herbold to accept the contract from Studio Melee for \$4,920 to provide architectural plans to finish the basement of the education center. Motion carried unanimously.

**FUTURE BOARD MEETING TIMES- ACTION 26-50.** Nearmyer requested the board change its time and/or day of the week to hold meetings to fit his schedule with Board of Supervisors meeting times. Board members discussed that this schedule has worked very well for board members, staff, and the public who have been attending conservation board meetings for several years. Motion by Nearmyer to adjust the Conservation Board meeting time to an earlier time or a different day of the week. No second was offered. Motion failed due to lack of second.

**Geocaching Event Request to Utilize Environmental Education Center.** Mark Metz, of the Iowa Geocachers Organization, has requested to utilize the Environmental Education Center Thursday September 17 through Sunday September 20, 2026 for a Hike-n-Seek Event. Board members were supportive

of the event but feel that since a policy hasn't yet been made regarding the use of the Education Center, we cannot accept the event at this time.

**Updated Employee Handbook.** Board members reviewed the new employee handbook and staff asked questions of HR Director Simon regarding its content. Ratliff questioned the shift differential policy and asked if it would apply to Hunt. Simon will provide additional information regarding this portion of the handbook and the topic will be revisited at the December meeting.

**Other.** Nothing identified.

**Board Member Concerns.** Stone mentioned to HR director Simon how he would love to see the Employee Handbook easier to read with numbered line items throughout the entire document. Simon responded that he had recently updated the Table of Contents by adding a page number identification to each section of the manual and listing items within each section.

**ADJOURNMENT- ACTION 26-51.** With no further business appearing, motion by Stone second by Herbold that the meeting adjourn. Motion carried unanimously.

**ADJOURNMENT – 10:32 a.m.**

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Chris Herbold, Secretary