

# 1000 ISLANDS ENVIRONMENTAL CENTER COMMITTEE

City of Kaukauna

**Nature Center Building**

1000 Beaulieu Court, Kaukauna

Thursday, June 16, 2022 at 6:30 PM



## AGENDA

### In-Person and Remote

1. Call to Order
2. Roll Call - Verification of a quorum
3. Public Appearances
4. Reading and Approval Minutes
  - a. [1000 Islands Environmental Center Committee Minutes of May 19, 2022](#)
5. Financial Report
  - a. [May Financial Report](#)
6. Correspondence
7. The Friends of 1000 Islands Report
8. Naturalist Report
  - a. [May Naturalist Report](#)
  - b. [2022 Tree Seedling Sale Summary](#)
9. Committee Reports
  - a. Administrative/Finance Committee Reports
  - b. Education Committee Report
  - c. Building & Grounds Committee Reports
    - i. [Receive and Place on File Minutes of November 30, 2021 Building & Grounds Sub-Committee Minutes](#)
10. Old Business
11. New Business
  - a. Approval for the installation of a Level 2 EV Charger with potential installation expenses not to exceed \$10,000
12. Good of the Center
13. Next Meeting - Thursday, July, 21, 2022

#### 14. Adjournment

#### NOTICES

**THIS MEETING IS ACCESSIBLE TO THE HANDICAPPED. IF REQUESTED THREE (3) DAYS PRIOR TO THE MEETING, A SIGN LANGUAGE INTERPRETER WILL BE MADE AVAILABLE AT NO CHARGE.**

1000 Islands Environmental Center Mission Statement: To provide children, adults and families the knowledge and skills needed to build a sustainable balance among the environment, economy and community through education, conservation and recreation.

## **Minutes for 1000 Islands Environmental Center Committee Meeting on Thursday, May 19, 2022**

**Members Present:** Gertz, Hietpas, Manion, Pautz, Van Berkel and White

**Not Present:** Breitzman, Carlson, Eggleston, and Jakel

**Also Present:** Debra Nowak and Maureen Feldt

Chair, Manion called the March Committee Meeting to order at 6:33 PM. A quorum is present.

### **April 21, 2022 Committee Meeting Minutes**

Gertz made a motion to waive the reading of the minutes and approve the April 21, 2022 Committee Meeting minutes. Seconded by Van Berkel. Motion carried.

**Public Appearances:** None

### **April Financial Report**

Pautz made a motion to approve April's Financial report. Seconded by Van Berkel. Motion carried.

### **Correspondence**

We received a memorial donation from the Zwicker family in memory of Thomas Zwicker.

### **Friends of 1000 Islands Report**

The Art Fair was on Sunday. It was a beautiful day and everything went well. Final numbers will be available shortly. May's Committee meeting was canceled due to Art Fair being the day prior.

### **Naturalist's Report**

Eagle Nest monitoring continues but at this time 17 of the 25 area nests have failed. Unfortunately, no testing has been done to determine the reason. Speculation is that the Avian flu could be the cause. The nest in the Conservancy Zone has one eaglet.

Gertz made a motion to accept April's Naturalist Report and place it on file. Seconded by White. Motion carried.

### **Admin and Finance Sub-Committee**

Van Berkel – Did not meet-nothing to report.

### **Education Sub-Committee**

Pautz – Did not meet-nothing to report.

### **Buildings and Grounds Sub-Committee**

Hietpas – Did not meet-nothing to report.

### **Old Business**

Steps to the Upper Woods: A bid has been accepted and work should be completed by September.

### **New Business**

Renaming 1000 Islands after Bill Rogers. Discussion on the renaming proposal and the Committee felt that although Bill was instrumental in getting 1000 Islands up and running, there were many others that equally helped as well. Pautz made a motion to reject renaming 1000 Islands after Bill Rogers. Seconded by Gertz. Motion Carried.

**Good for the Center**

The main furnace & air conditioner for the building is having major issues and needs to be replaced. Bassett Mechanical will give us an estimate for a replacement and we will look at other local heating and cooling contractors to look at our situation and provide an estimate.

Received compliments on the repaired boardwalk that Rock the Block volunteers completed last week.

**Next Committee Meeting**

Next Committee Meeting will be on Thursday, June 16, 2022 at 6:30 PM.

**Adjournment**

There being no further business, Gertz moved to adjourn the meeting at 7:07 PM. Seconded by Hietpas. Motion carried.

Maureen Feldt,  
Acting Secretary

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	<b>General Ledger - 1000 Islands Environmental Center</b>															
2	May 2022 Budget Analysis															
3																
4	Period:		May Financials													
5																
6																
7																
8	<b>Account</b>			<b>Description</b>			<b>May Actuals</b>		<b>Year to Date Actual</b>				<b>% Var</b>		<b>2022 Budget</b>	
9	<b>REVENUE</b>															
10	201-41110-4100	R/E & P/P Taxes					0.00		120,000.00				0.00		120,000.00	
11	201-43790-4391	Kaukauna School Dist Aids					0.00		0.00				100.00		15,000.00	
12	201-43790-4392	Outagamie County Aids					5,000.00		10,000.00				33.00		15,000.00	
13	201-46100-4605	General Government					0.00		0.00				0.00		0.00	
14	201-46820-4695*	Env Center Chgs For Service					2,253.75		5,969.05				67.00		18,000.00	
15	201-46740-4694	Building Rental (Taxable)					200.00		437.70						0.00	
16	201-46740-4695	Building Rental (Non-Taxable)					500.00		1,300.00						0.00	
17	201-46740-4696	Programing Fees					1,227.00		2,747.00						0.00	
18	201-46750-4716	Gift Shop Sales					326.75		1,484.35						0.00	
19	201-48100-4810	Interest Income					0.00		7,119.81				-19.00		6,000.00	
20	201-48440-4800	Insurance Claims					0.00		0.00				0.00		0.00	
21	201-48500-4913	Memorial Purchases					0.00		0.00				0.00		0.00	
22	201-48500-4914	Education					308.00		5,428.00				0.00		0.00	
23	201-48500-4915	Building & Grounds Donation					0.00		0.00				0.00		0.00	
24	201-48500-4911	Fundraising Sales					70.00		5,983.05				0.00		0.00	
25	201-48500-4910	Env Center Restricted Donate					0.00		59.32				0.00		0.00	
26	201-48500-4912	Env Center - Donations					787.00		4,230.20				81.00		22,000.00	
27																
28			<b>REVENUE TOTALS:</b>				<b>\$8,418.75</b>		<b>\$158,789.43</b>						<b>\$196,000.00</b>	
29																
30	<b>*Env Center Chrgs for Service amount is total for Building Rental (tax &amp; non-tax), Programming Fees and Gift Shop sales.</b>															



	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
32	<b>Account</b>			<b>Description</b>			<b>May Actuals</b>		<b>Year to Date Actual</b>				<b>% Var</b>		<b>2022 Budget</b>	
33	<b>Expenses</b>															
34	201-56900-5258			Expendable Supplies			0.00		266.40				89.00		2,500.00	
35	201-56900-5260			Animal & Bird Care			2.79		382.04				81.00		2,000.00	
36	201-56900-5264			Programs			155.28		1,487.70				43.00		2,600.00	
37	201-56900-5276			Conservancy Zone Maint			111.14		682.01				91.00		7,500.00	
38	201-56900-5801			Land & Buildings			0		0.00				0.00		0.00	
39	201-56900-5807			Mach Tools & Instruments			0.00		0.00				0.00		0.00	
40	201-56900-5897			Restricted Equipment			0.00		0.00				0.00		0.00	
41	201-56900-5898			Restricted Funds			1,270.92		1,425.11				0.00		0.00	
42	201-56900-5101			Regular Payroll			12,518.90		56,418.22				63.00		150,809.00	
43	201-56900-5104			Temporary Payroll			0.00		0.00				100.00		5,740.00	
44	201-56900-5119			Longevity Pay			0.00		0.00				100.00		364.00	
45	201-56900-5151			Retirement Plan			512.28		2,424.94				70.00		8,201.00	
46	201-56900-5152			Residency			472.86		2,240.22				62.00		5,918.00	
47	201-56900-5154			Social Security			792.30		3,596.60				69.00		11,620.00	
48	201-56900-5157			Group Health Insurance			1,883.43		10,217.15				56.00		23,401.00	
49	201-56900-5160			Group Life Insurance			21.23		106.15				67.00		322.00	
50	201-56900-5163			Workers Compensation			330.40		1,778.47				61.00		4,555.00	
51	201-56900-5208			Travel Expense			0.00		461.02				-54.00		300.00	
52	201-56900-5211			Education & Memberships			0.00		295.00				90.00		3,000.00	
53	201-56900-5303			Communications			75.00		375.00				58.00		900.00	
54	201-56900-5306			Heating Fuels			183.63		1,250.39				64.00		3,500.00	
55	201-56900-5309			Water Sewer & Electric			646.62		2,784.99				75.00		11,000.00	
56	201-56900-5312			Maintenance - Buildings			0.00		243.07				97.00		8,000.00	
57	201-56900-5318			Maintenance - Automotive			107.73		107.73				78.00		500.00	
58	201-56900-5325			Contractual Services			693.71		4,288.33				46.00		8,000.00	
59	201-56900-5401			Office Supplies			153.99		206.93				86.00		1,500.00	
60	201-56900-5431			Postage			0.00		58.00				42.00		100.00	
61	201-56900-5499			Miscellaneous			234.66		1,547.23				61.00		4,000.00	
62	201-59200-5710			Trans to Intrnl Service Fund			0.00		0.00				0.00		0.00	
63	201-59200-5725			Transfer to Capital Projects			0.00		0.00				0.00		0.00	
64																
65				<b>EXPENSE TOTALS:</b>			<b>\$20,166.87</b>		<b>\$92,642.70</b>							<b>\$266,330.00</b>

## Naturalist Report May 2022

### Admin/Finance

- Liliana Balthazor has started with 1000 Islands as our Summer Intern.
- Sub-committee based strategic planning has begun. It is the goal to have a draft strategic plan for Committee review at the July meeting.

### Education

- We had a very busy, but successful spring field trip season. Things have quickly shifted to summer programming and our first summer public program, Wild Edibles, was well attended. Volunteer David Langner provided the program and donated his self-publish wild edible recipe booklet to help raise funds for 1000 Islands.
- The total revenue generated from this year's tree seedling sale was \$6,185.00 See the 2022 Tree Seedling Sale Summary for more detail.
- The bald eagle nest at 1000 Islands is still doing well. Although we had observed two eaglets at one time, we are down to one health eaglet that will hopefully fledge within the next few weeks.
- Pollinator Week is coming up June 20-25. We will be celebrating pollinators with a couple of programs on bees during the week and we will focus on bats on Saturday, June 25<sup>th</sup>. Terri Hauser, a local wildlife rehabber and bat educator, will provide a free public program on bats including some info on pollinating bats found throughout the world. She will have some live bats on hand for viewing as well.

### Building & Grounds

- The City of Kaukauna has been notified that our Level 2 Charger grant application through the Wisconsin Department of Transportation Carbon Reduction Program has been approved. The grant was written with a total budget of \$50,000. 80% of project costs are covered with federal funds and 20% local share. We have not heard if the boardwalk replacement project has been approved yet or not. I will be working with John Neumeier and representatives from Kaukauna Utilities to move forward with the location and installation of the charger. This will allow visitors with battery electric vehicles (BEVs) or plug in hybrid electric vehicles (PHEVs) to charge their batteries while visiting 1000 Islands or the ball fields.
- Despite some very warm weather, Rock the Block was a great success. Volunteers got all of our picnic tables repaired with new boards and new hardware in just one day. Several sections of boardwalk trail were leveled out and a new railing was built in the overlook area. The perimeter of our new goat browsing enclosures was installed and a very large amount of woodchips were spread on the trails in the upper woods. It would have taken all summer for staff to accomplish the work that the Rock the Block volunteers were able to accomplish in just a few days. In total, we spent \$2661.34 in materials for the picnic tables and new railing.

## 2022 Tree Seedling Sale Summary

Total number of bundles sold: 458 (331 in 2021)

Total revenue from seedling sales: \$6,185.00 (\$4,058.00 in 2021)

Total donation amount: \$210.00 (\$327.58 in 2021)

Number of bundles we could not fill: 43

Revenue we could have received: \$580.00

### Number of Bundles Pre-Ordered

Eastern White Pine – 130

White Spruce – 100

Swamp White Oak – 70

White Oak – 50

Sugar Maple – 35

Shagbark Hickory – 60

### Sales by Species (in Bundles)

Eastern White Pine – 130

White Spruce – 100

Swamp White Oak – 69

White Oak – 49

Sugar Maple – 35

Shagbark Hickory – 54

### Total Number of Orders that came in by Species (in Bundles)

Eastern White Pine – 139

White Spruce – 117

Swamp White Oak – 73

White Oak – 51

Sugar Maple – 48

Shagbark Hickory – 54

### Orders by Species that we could not fill (in Bundles)

Eastern White Pine – 9

White Spruce – 17

Swamp White Oak – 3

White Oak – 1

Sugar Maple – 13

Shagbark Hickory – 0



# 1000 ISLANDS ENVIRONMENTAL CENTER

## BUILDING & GROUNDS SUB-COMMITTEE MEETING

City of Kaukauna  
**Nature Center Building**  
 1000 Beaulieu Court, Kaukauna



Tuesday, November 30, 2021 at 4:30 PM

### MINUTES

#### In-Person and Remote Teleconference via Zoom

#### 1. Call to Order

Members Present: Breitzman, Heitpas, Manion, Carlson

Also Present: Nowak, Garrity

Meeting called to order by Hietpas at 4:33 PM

#### 2. Reading and Approval Minutes

- a. 1000 Islands Building & Grounds Sub-Committee Minutes of September 15, 2021  
 Manion moved to approve minutes. Second by Carlson. Motion carried.

#### 3. Old Business

- a. Update on Sugar Shack Improvements  
 Hietpas shared the recent updates with the sub-committee. Improvements include a rebuilt firebox, electrical upgrades for new lights and including the new storage tank pump into the electrical. Plumbing is still needed. Hietpas also sealed up cracks throughout the Sugar Shack. Hietpas would like to find a volunteer to finish of some tongue & groove installation around the top of the logs. Nowak updated the group on some donated funds to put towards the sap holding tank. The remaining costs can be covered by restricted funds.

#### 4. New Business

- a. Review quote from Apple Valley Landscaping, LLC in the amount of \$34,700 for the replacement of steps into the Upper Woods from the River Trails.  
 Nowak summarized the quote from Apple Valley Landscaping, LLC for the installation of new concrete stair treads and crushed gravel landings. This would replace old, rotting railroad tie steps between the River Trails and the Upper Woods. The quote came in at a cost of \$34,700. If approved, the project would be handled as a public works project and bid out through the City's Department of Public Works.  
 Manion suggested working with the Outagamie County Highway Department on a safer Highway Z crossing in that location.

Nowak suggested funding this project through the Groth donation. Manion moved to recommend to the Administrative/Finance Sub-Committee for approval and to forward on to the full Committee for final approval. Carlson second. Motion carried.

b. Other Building & Grounds Items

Manion asked about wayfinding signs for the trails. Nowak shared plans to clear and mark trails in the Upper Woods until a better wayfinding system can be created.

Hietpas mentioned the earlier plans to place some old grinding stones on the sides of the driveways of the Nelson Overlook to prevent people from driving off of the pavement. He is still working on the logistics of this. Would need the assistance of a boom lift or crane to retrieve the stones from the river. Nowak will try to contact Dawes Cranes for assistance on this.

5. Adjournment

Carlson moved to adjourn. Breitzman second. Meeting adjourned at 5:03 PM