

1000 ISLANDS ENVIRONMENTAL CENTER COMMITTEE

City of Kaukauna

Nature Center Building

1000 Beaulieu Court, Kaukauna

Thursday, May 19, 2022 at 6:30 PM



AGENDA

In-Person

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 April 21, 2022](#)
5. Financial Report
 - a. [April Financial Report](#)
6. Correspondence
7. The Friends of 1000 Islands Report
8. Naturalist Report
 - a. [April Naturalist Report](#)
9. Committee Reports
 - a. Administrative/Finance Committee Reports
 - b. Education Committee Report
 - c. Building & Grounds Committee Reports
10. Old Business
11. New Business
 - a. Discussion on renaming 1000 Islands Environmental Center after Bill Rogers
12. Good of the Center
13. Next Meeting - Thursday, June 16, 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, April 21, 2022

Members Present: Breitzman, Carlson, Eggleston, Gertz, Jakel, Manion, Van Berkel and White

Not Present: Hietpas, Pautz

Also Present: Debra Nowak

Chair, Manion called the April Committee Meeting to order at 6:31 PM. A quorum is present.

Public Appearances

None

March 2022 Committee Meeting Minutes

Van Berkel made a motion to waive the reading of the minutes and approve the March 17, 2022 Committee Meeting minutes. Seconded by Gertz. Motion carried.

February Financial Report

Gertz made a motion to approve the February Financial Report. Seconded by Pautz. Motion carried.

March Financial Report

Jakel had a question regarding the source of education revenue in the restricted account. Nowak informed the Committee that the revenue was from a memorial donation from the family of Diana Driessen which is restricted for educational displays. Carlson made a motion to approve the March Financial Report. Seconded by Jakel. Motion carried.

Correspondence

None

Friends of 1000 Islands Report

Carlson gave an update on the Art Fair. The event will be held on May 15. Plans and preparations are coming together well. Carlson also mentioned that Friends Board Member, Bruce Werschem, brought up the suggestion of renaming 1000 Islands the "Rogers 1000 Islands Environmental Center" after Bill Rogers. Manion suggested that this item be added to the May Committee Meeting Agenda for further consideration. Eggleston inquired about the maple syrup season. Nowak informed the group that the season is all wrapped up and finished syrup is available for sale.

Naturalist's Report

Van Berkel inquired about the Motus Receiver and how the program works. Nowak gave a brief description of the equipment and company that supplies it.

Gertz made a motion to accept the March Naturalist Report and place it on file. Seconded by Jakel. Motion carried.

Eggleston made a motion to accept the 1st Quarter Usage Report and place it on file. Seconded by Breitzman. Van Berkel inquired on how the usage is split between Kaukauna residents and non-residents for the public programs. Nowak informed the group that the usage is split equally as there are no metrics in place to accurately determine the split. Motion carried.

Ash Tree Removal: Nowak continues to work with the City to get the diseased and dead trees removed before spring and summer field trips. The majority of the trees have now been removed thanks to the help from Kaukauna Utilities. Kaukauna Utilities provided two bucket trucks and workers to top several trees when the Public Works bucket truck was out of service. Public Works crews finished with clean-up and removing the trunks. There are four trees that still need to come down, but the majority of the risk in the picnic area has been removed. Stumps will be ground out after the Art Fair. Discussions will continue with the City Engineer, Streets Superintendent, and Finance Director on future divisions of work between 1000 Islands and Public Works as well as changes in how maintenance projects at 1000 Islands are budgeted.

Admin and Finance Sub-Committee

Van Berkel – Nothing to report

Education Sub-Committee

Van Berkel made a motion to accept the minutes of the November 18, 2021 Education Sub-Committee Meeting and place it on file. Seconded by Gertz. Motion carried.

Nowak gave a summary of the Education Sub-Committee Meeting held on March 30, 2022. Items discussed included an update on programs, ideas for a new Fall educational event and strategic planning.

Buildings and Grounds Sub-Committee

Manion – Nothing to report.

Old Business

Update on Strategic Planning: Nowak informed the group that she would like to restart the Strategic Planning process which began last year. She would like to meet with each Sub-Committee as well as staff to establish projects and goals that will help direct the department over the next 5 years. Nowak will work with Sub-Committee Chairs to set dates for these planning sessions.

New Business

Van Berkel mentioned working with the Kaukauna Fire Department in years past to burn several areas of the Conservancy Zone. Nowak will check with the Fire Department to see if this is still a possibility moving forward.

Van Berkel also inquired about some erosion issues on the Hoersch property. Nowak informed the group that one of the areas was address already. The other area is a much larger project and will get back in touch with the Outagamie County Land Conservation Department regarding this.

Van Berkel asked the group if they would be interested in restarting an annual property tour for Committee Members. Nowak will put this on the calendar for September, to be held right before the September Committee Meeting.

Good for the Center

Eggleston shared some feedback on the structure of the 1000 Islands website and how news posts are created. Nowak will share this feedback with Feldt and try to adjust posting style moving forward.

Next Committee Meeting

Next Committee Meeting will be on Thursday, May 19, 2022 at 6:30 PM.

Adjournment

There being no further business, Van Berkel moved to adjourn the meeting at 7:28 PM. Seconded by Eggleston. Motion carried.

Debra Nowak,
Acting Secretary

DRAFT

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	General Ledger - 1000 Islands Environmental Center															
2	April 2022 Budget Analysis															
3																
4	Period:		April Financials													
5																
6																
7																
8	Account			Description			April Actuals		Year to Date Actual				% Var		2022 Budget	
9	REVENUE															
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					0.00		5,000.00				67.00		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					1,294.55		3,715.30				80.00		18,000.00	
15	201-46740-4694	Building Rental (Taxable)					12.70		237.70						0.00	
16	201-46740-4695	Building Rental (Non-Taxable)					200.00		800.00						0.00	
17	201-46740-4696	Programing Fees					851.00		1,520.00						0.00	
18	201-46750-4716	Gift Shop Sales					230.85		1,157.60						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					1,000.00		5,120.00				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					-251.95		5,913.05				0.00		0.00	
25	201-48500-4910	Env Center Restricted Donate					0.00		29.91				0.00		0.00	
26	201-48500-4912	Env Center - Donations					92.00		3,443.20				84.00		22,000.00	
27																
28			REVENUE TOTALS:				\$2,134.60		\$150,341.27						\$196,000.00	
29																
30	*Env Center Chrgs for Service amount is total for Building Rental (tax & non-tax), Programming Fees and Gift Shop sales.															



	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
32	Account			Description			April Actuals		Year to Date Actual				% Var		2022 Budget	
33	Expenses															
34	201-56900-5258			Expendable Supplies			170.46		266.40				89.00		2,500.00	
35	201-56900-5260			Animal & Bird Care			79.42		379.25				81.00		2,000.00	
36	201-56900-5264			Programs			6.77		1,332.42				49.00		2,600.00	
37	201-56900-5276			Conservancy Zone Maint			195.88		570.87				92.00		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			85.00		154.19				0.00		0.00	
42	201-56900-5101			Regular Payroll			11,246.96		43,899.32				71.00		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			492.23		1,912.66				77.00		8,201.00	
46	201-56900-5152			Residency			454.36		1,767.36				70.00		5,918.00	
47	201-56900-5154			Social Security			714.31		2,804.30				76.00		11,620.00	
48	201-56900-5157			Group Health Insurance			1,883.43		8,333.72				64.00		23,401.00	
49	201-56900-5160			Group Life Insurance			21.23		84.92				74.00		322.00	
50	201-56900-5163			Workers Compensation			321.72		1,448.07				68.00		4,555.00	
51	201-56900-5208			Travel Expense			0.00		461.02				-54.00		300.00	
52	201-56900-5211			Education & Memberships			155.00		295.00				90.00		3,000.00	
53	201-56900-5303			Communications			75.00		300.00				67.00		900.00	
54	201-56900-5306			Heating Fuels			130.08		1,066.76				70.00		3,500.00	
55	201-56900-5309			Water Sewer & Electric			676.48		2,138.37				81.00		11,000.00	
56	201-56900-5312			Maintenance - Buildings			215.04		243.07				97.00		8,000.00	
57	201-56900-5318			Maintenance - Automotive			0.00		0.00				100.00		500.00	
58	201-56900-5325			Contractual Services			906.17		3,594.62				47.00		8,000.00	
59	201-56900-5401			Office Supplies			14.99		52.94				96.00		1,500.00	
60	201-56900-5431			Postage			58.00		58.00				42.00		100.00	
61	201-56900-5499			Miscellaneous			895.78		1,312.57				67.00		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				EXPENSE TOTALS:			\$18,798.31		\$72,475.83							\$266,330.00

Naturalist Report

April 2022

Admin/Finance

- A CD in the amount of \$28,763.46 was renewed with East Wisconsin Savings Bank for 6 months at a rate of 0.70%.

Education

- The seedling sale pick-up went well. Thank you to all of those who volunteered with bundling, packing orders and the order pick-ups.
- The Bald Eagle Nest Watch program has hit a rough patch with many nests throughout Wisconsin failing. The nest failure rate is much higher than previously seen. In the Fox Valley program, which includes 27 nests, we are currently at 12 failed nests and another 3 suspected failures. Although the cause of these failures has not been determined, there is a theory that it is connected to the highly pathogenic avian influenza (HPAI) It is suspected that the eaglets may be dying after being fed meat from diseased ducks and other waterbirds.

Building & Grounds

- City Engineer Neumeier has submitted two grant applications on our behalf for consideration for funds through the Wisconsin Department of Transportation Carbon Reduction Program to cover our boardwalk replacement project. The program aims to complete projects that have the capacity to reduce carbon emissions through transportation and is part of the Bipartisan Infrastructure Law of 2021. 80% of project costs are covered with federal funds and 20% local share. If the application is granted, it would remove the funding proposal from the American Rescue Plan Act, making more funds available for other proposed ARPA projects. Neumeier also submitted a second application on our behalf for the installation of a Level 2 Electric Vehicle Charger. The announcement of selected projects is expected in June/July 2022.
- Lots of prep work has been done for the upcoming Rock the Block event held May 12-14. Projects that will be completed include repairing all of the picnic tables, installing fencing for new goat browsing enclosures, leveling out sections of boardwalk, and wood chipping trails in the Upper Woods.
- Through a generous donation from one of our volunteers, Stone Silo Prairie Gardens has been working on planting native plants around the Nelson Overlook. I met with Justin Kroening, owner of Stone Silo to go over areas that need planting and discuss ideal species. These plants will help to prevent erosion, add to the aesthetics of the Nelson Overlook and support native species including birds and pollinators. This project is being completed at no cost to 1000 Islands.