

**Kickapoo Reserve Management Board  
Special Meeting Minutes for April 29, 2026**  
Kickapoo Valley Reserve Visitor Center

**Board members present:** Dan Catherman (via Zoom), Scott Lind (via Zoom), Reggie Nelson (via Zoom), Kelly Rueckheim (via Zoom), Barb Sarnowski, Damian Thundercloud (via Zoom), Lyndsey Winchel (via Zoom), Luke Zahm

**Board members absent:** Travis Downing (Chair), Kjetil Garvin, Bill Quackenbush

**Staff members present:** Jason Leis, Jackie Leis

**Others in attendance:** None.

Sarnowski called the meeting to order.

Sarnowski read the Land Acknowledgement Statement.

Zahm made a motion to approve the agenda, and Winchel seconded. The motion passed with all ayes.

Leis confirmed the agenda was properly posted. Per KRMB rules, the original agenda was posted three days prior to the meeting. The amended agenda was posted more than 24 hours prior to the meeting.

**Public appearances:**

None.

**Review of bids and approval for purchase of garage heat pump:**

Leis received three bids for the replacement of the heat pump in the garage. Schneider Heating & Air Conditioning provided the lowest bid of \$13,088. Flocks Heating and Air Conditioning provided a bid of \$14,634, and Complete Control, who is currently contracted for the heat pumps, provided a bid of \$15,906. Leis recommended purchasing the heat pump for the garage from Schneider Heating & Air Conditioning.

Sarnowski asked if they offered a warranty. The warranty offered was for one year including labor and parts. She asked if the other companies provided similar warranties. Flocks provided a one-year labor and five-year parts warranty. Complete Control did not include a warranty.

Zahm suggested a local company, which would be Flocks. He would like to see the money kept within the community. Sarnowski said the warranty for Flocks is better.

Lind asked if the products were the same between the companies. Schneider uses a Trane system, which is what is currently being used. Flocks uses a Versatec system. He asked about compatibility with the existing controls. Complete Control would not have a problem. Schneider said they could use the current thermostat and controls. Flocks would have to install a new

thermostat. Catherman asked if there would be an advantage to having a new control system. Leis said the current control system is good, and a lot of money was saved by having the ability to control it ourselves. Catherman said it seems advantageous to keep the current system since a lot of money was put into it already.

After a discussion, Lind said going with Flocks makes more sense based on the warranty offered.

Rueckheim asked if the Floc's bid includes the thermostat. Leis said yes. The original thermostat is from 2004.

Lind asked if the other heat pumps are manifolded together. Leis said they serve individual areas. There is one heat pump for the meeting room, one for the classroom, two for the lobby, one for the library, and one for the office.

Zahm made a motion to accept and move on purchasing the heat pump from Flocks Heating and Air Conditioning for \$14,634. Catherman seconded the motion, and the motion passed with all ayes.

**Review of bids and approval for purchase of mini skid steer:**

The description of the needed item was a new tracked mini skid steer with stand on capabilities. It needed to have a universal plate that accepts the Ditch Witch attachments we currently have. It must be a 20-30 horsepower diesel engine, have individual controls for each track, and weigh less than 3,500 pounds. The company must also provide the equipment to test at the KVR.

The Kubota 1000 was tested. It had a low bid of \$30,266 for a used machine, and \$34,991.85 for a new one. When tested, no one liked it, and it did not meet all of the specs. The Ditch Witch SK1000 was \$38,150. It met all of the specs. KVR and Ho-Chunk staff liked it.

Leis recommended purchasing the SK1000 for \$38,150 from Ditch Witch Midwest. The warranty is for 1-year parts and 1-year labor. A discussion ensued regarding the repairs done to the current machine and the experiences with getting repairs done.

Zahm made a motion to accept the bid from Ditch Witch Midwest for the SK1000 in the amount of \$38,150, and Winchel seconded. The motion passed unanimously with all ayes.

**Education coordinator hiring update:**

There were a few interviews earlier in the day, and there are more time slots for tomorrow. Background checks will be done next on the applicants. Leis said he hopes to make an offer in the next few weeks. Zahm asked for the qualifications for the position. Sarnowski said educational background, naturalist background, and someone who is good with computers. Leis said he could share the job description with the board members. Winchel asked how many applications the State of Wisconsin received, and Leis said 12.

There was a discussion regarding the timeframe for the new education coordinator to start. Leis said it all depends on how long it takes for references to respond and for background checks to be completed by the State of Wisconsin.

Winchel asked if any of the applicants had grant writing experience and if any of the people being interviewed had grant writing experience. Sarnowski said yes.

**Request for future agenda topics:**

None.

**Adjournment:**

Zahm made a motion to adjourn the meeting. Winchel seconded, and it passed unanimously with all ayes. The meeting was adjourned.

The next meeting is scheduled for May 21, 2026, at 6:00 p.m. at the Kickapoo Valley Reserve Visitor Center.

Minutes transcribed by Amy Dvorak, Executive Assistant