

**THE REGULAR MEETING OF THE
WASHINGTON COUNTY CONSERVATION BOARD (WCCB)**

February 9th, 2023

Meeting to order: Board President Craig Capps called the meeting to order at 4:30 PM at the Washington County Conservation Center at Marr Park.

Roll call:

BOARD MEMBERS PRESENT: Barb Donkersloot, Craig Capps, Kim Prier, Stan Stoops

BOARD MEMBERS ABSENT: Bill Nickell

STAFF PRESENT: Executive Director Zach Rozmus

GUESTS PRESENT:

Approval of agenda: A motion was made to approve the agenda as provided by Kim Prier and seconded by Barb Donkersloot. Carried unanimously.

Review previous meeting minutes: A motion was made by Barb Donkersloot to approve the January 19th, 2022 regular meeting minutes. Motion was seconded by Kim Prier and carried unanimously.

DISCUSSIONS AND ACTIONS:

a. **Sockum Ridge Management**

Rozmus presented the four bids that were received by the February 6th, 2023 deadline at 4:00PM pertaining to a select harvest at Sockum Ridge. Rozmus noted that Iowa DNR District Forester Cassidy Robinson facilitated the process, and that the bid packet was sent to 33 loggers. The bid received were as follows: Ben Bruggeman (\$78,116.30), John Hammes (\$72,330.00), Dan Jones (\$42,000.00), and Nelson Gingerich (\$38,372.00).

Rozmus added that after speaking with Robinson he had no reservations about any of the bidders, thus recommended the contract be awarded to the highest bidder. At this time, Kim Prier made a motion to award the contract to Ben Bruggeman and to allow the WCCB president and Director the authority to the sign the contract. Motion was seconded by Barb Donkersloot and carried unanimously.

Rozmus advised that similar to previous select harvest contracts he would present the same information to the board of supervisors at the February 14th, 2023 board of supervisors meeting.

b. **Marr Park Internet**

Rozmus happily announced that the new fiber optic internet and phone lines were up and running. Rozmus said that the transition to the new system was fairly seamless. Rozmus expressed that he believed this was one of the most influential projects that he was a part of during his time as Director because it had the ability to touch every project the WCCB worked on moving forward.

c. **Marr Park Shower House**

Rozmus provided an update to the board regarding the planning and design of the new shower house. Rozmus took time to go over initial sketches that had been provided by Carl A Nelson. The plans included the different versions of the ability, some of which contained a basement.

Following an update discussion of the building Rozmus presented a resolution to the board that would provide him the authority to apply for a Washington County Riverboat Grant pertaining to the shower house. At this time Kim Prier made a motion to approve resolution 02-09-2023-01 which endorsed a grant application to the Washington County Riverboat Foundation for \$250,000. Motion was seconded by Barb Donkersloot, roll call votes are shown below.

NAME	AYE	NAYE	ABSENT	ABSTAIN
President Craig Capps	X			
V. President Barb Donkersloot	X			
Member Stan Stoops	X			
Member Bill Nickell			X	
Member Kim Prier	X			

Resolution passed 4-0.

d. Summer Staffing

Rozmus advised that he had taken time over the last month to speak with the WCCB staff regarding summer positions that the department would seek to fill. Following those discussions Rozmus worked with human resources to the update job descriptions for the following positions: Center Coordinator (Full-time), Summer Aide (Full-time), Naturalist Intern (Full-time), and a contracted Campground Host/s.

Rozmus said he would work with Activities Director Randi Brase over the next few weeks to post all the aforementioned positions on social media, on the county website, and potentially in the newspaper.

Updates:

a. Conservation Center Displays

Rozmus advised that he believed that he and Brase had completed the final designs for the display upgrades for the conservation center. Rozmus noted that it's taken a lot of time to develop the plans but said he was confident McCullough would bring the project to life. Goal is to have the displays installed before this summer.

b. 2023-24 Budget

Rozmus briefly updated the board about how the budget workshop with the board of supervisors went. Board members Barb Donkersloot, Stan Stoops, along with Rozmus all expressed that there was great feedback from the board of supervisors regarding the conservation department.

Review of monthly reports

Maintenance Supervisor Fritz Engel's monthly report was provided and reviewed.

Ranger/Technician Cody Smith's monthly report was provided and reviewed.

Ranger/Technician Brett Johnson's monthly report was provided and reviewed.

Maintenance Technician Jacob Adrian's monthly report was provided and reviewed.

Activities Director Randi Brase's monthly report was provided and reviewed.

Naturalist Megan Jorgensen's monthly report was provided and reviewed.

Executive Director Zach Rozmus' monthly report was provided and reviewed.

Bills

During this time a summary of the bills totaling \$10,639.16 for the month of February, 2023 were presented to the board. **** \$27.00 invoice to the State Hygienic Lab was removed from the bills.

TO WHOM	FOR	AMOUNT
Ace-N-More	Archery and program supplies, lynch pin, protective pants, hitch, custodial supplies, turtle tank hose	372.37
Agriland	Propane	\$1,922.61
Bailey Office Outfitters	Name plate - Activites Director	\$19.50
Brett Johnson	Winterfest reimbursement	\$30.00
Browns Shoe Fit Co.	Steel Toe Boots	\$200.00
Cobb Oil	Fuel, nozzle	\$3,538.71
Cody Smith	Clothing, winterfest reimbursement	\$88.87
Copy Systems	Monthly print contract	\$63.24
Eastern Iowa Light & Power	Monthly electricity	\$1,272.41
Electronic Engineering	Security camera maintenance	\$180.00
Fritz Engel	Winterfest reimbursement	\$42.00
Jacob Adrian	Mileage and winterfest reimbursement	\$80.63
John Deere Financial	Equipment cart, wood duck box bedding	\$71.88
Megan Jorgensen	Winterfest reimbursement	\$29.98
Randi Brase	Winterfest reimbursement	\$38.00
Roush Tree Service	Chainsaw bars	\$112.98
Staples	Rubberbands, calendar, custodial supplies, laminating sheets	\$395.59
US Cellular	Monthly cell service	\$274.90
VISA	Flags, cribbage board, holster, postage	\$385.04
Walmart	Program supplies	\$52.42
Washington Electric Service	Shop lights	\$341.00
Wellman Family Practice	DOT exam - Cody	\$90.00
Wemiga Waste	Trash removal - December & January	\$630.00
Windstream	Monthly internet	\$380.03
TOTAL BILLS		\$10,612.16

***The aforementioned minutes are to be considered a synopsis of each agenda item dialogue and not an entire recollection of all the events that transpired.**

Meeting Adjourned: A motion was made by Stan Stoops and seconded by Kim Prier to adjourn the meeting at 6:04 PM. Motion was carried unanimously.

SIGNATURE

DATE