

**THE REGULAR MEETING OF THE  
WASHINGTON COUNTY CONSERVATION BOARD**

**March 12<sup>th</sup>, 2020**

**Meeting to order:** 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, Kim Prier, Craig Capps, Bill Nickell

**BOARD MEMBERS ABSENT:** Stan Stoops

**STAFF PRESENT:** Executive Director Zach Rozmus, Ranger Tech Cody Smith, Ranger Tech Brett Johnson, Maintenance Technician Fritz Engel, Naturalist Assistant Randi Brase, Naturalist Megan Jorgensen

**GUESTS PRESENT:** KCII Tyler Bruner

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

**Review previous meeting minutes:** Director Zach Rozmus noted one change from the previous meeting minutes. Rozmus said that the "VISA" line item changed from \$55.89 to \$179.83. A motion was made by Kim Prier to approve the February 13th, 2020 regular meeting minutes with the above listed correction. Motion was seconded by Bill Nickell and carried unanimously.

**DISCUSSIONS AND ACTIONS:**

**a. Clemons Creek Rules and Regulations**

- a. Rozmus provided a resolution that formally acknowledges the adoption of rules, regulations, and management plan of the "Izaak Walton addition" to Clemons Creek. The management philosophy is in accordance with the WCCB conservation area philosophy. In addition the hunting and trapping regulations will be in accordance with State Law.
- b. Barb Donkersloot made a motion to approve resolution no. 03-12-2020-01 regarding the adoption of rules, regulations, and management of the Izaak Walton addition to Clemons Creek. Roll call results listed 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 with one absent.

**b. Marr Park Wedding Rentals**

- a. Rozmus along with Randi Brase provided a rough draft of the "Outdoor Ceremony Contract." Contract lays out the deposit, expectations, scheduling, and release of liability. Rozmus asked for input from the board regarding the contract, so WCCB staff could make final adjustments before submitting it for final board approval.

**c. WCCB Board Meeting Day**

- a. Rozmus explained that he would like input from the board in regards to potentially changing what day of the week the monthly board meeting is scheduled on. Fritz Engel explained that the WCCB's conservation district holds three annual meetings (December, February, June). Each of these district meetings fall on the second Thursday of the month, meaning that it's extremely difficult for WCCB staff to attend since both meetings fall on the same day. Rozmus advised that he feels it's very important for his staff to attend the district meetings so they can create relationships with individuals working in the same field. Rozmus said this can lead to new ideas for projects and identify potential funding sources.

- b. Board member Kim Prier brought up the idea of moving the WCCB meeting the week of the district meetings to Wednesday, so staff could attend. Rozmus felt this was a good idea as long as it was properly publicized and a sufficient number of board members were able to attend.
- c. All board members present agreed that change would benefit the entire staff.
- d. **Naturalist Intern**
  - a. Naturalist Megan Jorgensen and Randi Brase advised that they would like to pursue an intern to assist with summer camps. Rozmus expressed that he supported both of them as he knew how hectic things get during camp season. In addition, Rozmus stated that there was room in the budget to support an intern, but added that he would like to explore potential grant funding sources first.
  - b. At this time Kim Prier made a motion to allow for a naturalist intern for the 2020 camp season. Motion was seconded by Bill Nickell and carried unanimously.
- e. **NASP Archery Kit**
  - a. Jorgensen happily announced that the WCCB was awarded \$1,000 from the local Pheasants Forever chapter to help support the purchasing of an archery kit for the WCCB. Jorgensen advised that the kit costs approximately \$3,500.
  - b. Rozmus stated that he fully supported the acquisition of the kit because he knew that it was something Jorgensen was very passionate about. Rozmus did note that he would like to approach other local organizations regarding the acquisition of the kit. Rozmus advised that there was room in the rec services budget but he would prefer looking into other funding sources before committing to the WCCB taking on the majority of the cost to acquire the kit.

**Updates:**

- I. **Marr Park Residence**
  - a. Rozmus reported that all the supplies for the shower repair had arrived. A plumber was scheduled to install all the items Friday, March 13<sup>th</sup>.
- II. **Iowa DNR Tree Grant**
  - a. Rozmus happily announced that he applied for and was awarded a 200 tree grant through the Iowa DNR. Rozmus advised that the saplings would be delivered at the end of April, and that the new trees would help supplement Marr Park's tree population after the significant ash tree losses.
- III. **Fern Cliff Rock Barrier**
  - a. Rocks had been located to complete the Fern Cliff rock barrier. Rozmus advised that he came across exactly what he was looking for at a residence south of Riverside. Rozmus said the owner of the rocks was willing to part ways with the rocks for \$150 apiece, which is significantly less than the \$120 per ton cost from the quarry.
- IV. **Crawford Pond Lease Agreement**
  - a. Rozmus said there was little to update regarding this. Ron Crawford is currently out of the state but once he returns Rozmus will meet with him to hopefully finalize an extension to the current lease agreement.
- V. **Campground Host**
  - a. Larry and Lynda Ambrose will be returning for their second season as campground hosts in Marr Park. Rozmus said that the staff was excited to have them back. Rozmus added that the WCCB would not begin their new contract until the water was turned on in the campground.

**Review of monthly reports**

Maintenance Technician 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.

Naturalist Assistant 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 Approved For Payment**

Following discussion, a motion was made by Barb Donkersloot and seconded by Kim Prier to approve the following bills totaling \$5,905.63 for payment, and to authorize the President to sign each claim. Motion was carried unanimously.

Ace-N-More	Air filter, air hose, blow gun, cleaning, concrete, safety glasses, switch grind	\$203.15
Arnold Motor Supply	Filters, lubricants, oil, tire supplies	\$180.11
Brett Johnson	Worms	\$9.92
Cash-N-Carry Chemicals	Herbicide	\$28.00
Copy Systems	Monthly contract	\$70.14
Custom Impressions	Uniform - Naturalist	\$110.76
Eastern Iowa Light & Power	Monthly electricity	\$850.65
John Deere	Herbicide, oil & filter, wood duck box bedding	\$285.76
Menards	Ranger house fan	\$119.99
Staples	File box, gloves, kleenex	\$142.02
US Cellular	Monthly cell service	\$265.70
VISA	Air hose, bulletin board, fire safety clothing, IAN workshop	\$1,046.86
Walmart	Birdhouses, dice, prizes, worms	\$67.39
Washington Lumber	Posts for signs	\$116.56
Washington County Engineers	Vehicle Maintenance	\$179.76
Wemiga Waste	Monthly trash service	\$300.00
Wilson's Town & Country Plumbing	Faucet replacement	\$1,780.36
Windstream	Monthly internet	\$148.50
<b>TOTAL BILLS</b>		<b>\$5,905.63</b>

**Meeting Adjourned:** A motion was made by Kim Prier and seconded by Bill Nickell to adjourn the meeting at 5:41PM. Motion was carried unanimously.

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**SIGNATURE**

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**DATE**