

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

May 13th, 2021

*****Meeting was made available to the public via Zoom audio/video call**

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, Bill Nickell, Craig Capps, Kim Prier and Stan Stoops

BOARD MEMBERS ABSENT:

STAFF PRESENT: Executive Director Zach Rozmus, Randi Brase

GUESTS PRESENT:

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

Review previous meeting minutes: A motion was made by Bill Nickell to approve the April 8th, 2021 regular meeting minutes. Motion was seconded by Kim Prier and carried unanimously.

DISCUSSIONS AND ACTIONS:

a. **MSA Construction Contract**

- a. Director Rozmus presented a contract from MSA Services pertaining to the construction engineering for Phase 2 of the Kewash Paving and Enhancement for \$56,530. Rozmus advised that he had reviewed the contract and his recommendation to the board was to approve it as is, then provide himself and the board president the authority to sign. At this time Bill Nickell made a motion to approve resolution no. 05-13-2021-01 pertaining to the MSA Service Agreement for construction engineering for Phase 2 of the Kewash Trail paving and enhancement. Motion was seconded Stan Stoops.

Roll call votes 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 5-0.

b. **Washington County Riverboat Foundation Grant**

- a. Rozmus presented a resolution to the conservation board that authorized a grant application to the Washington County Riverboat Foundation for \$130,000. The funding requested would go directly towards the Phase 2 enhancements to the Kewash Nature trail. Rozmus advised that the funds requested would be a substantial contribution to the project and would have the potential of allowing capital project funds that have been earmarked for the Phase 2 improvements to go towards other projects within the county. Thus the grant funds would fund more than just Phase 2.
- b. Kim Prier made a motion to approve resolution no. 05-13-2021-02 which pledges the support of the WCCB towards a Washington County Riverboat Foundation grant application. Motion was seconded by Stan Stoops.

Roll call votes 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 5-0.

c. Foster Woods Shelter

- a. Rozmus advised all those present that the picnic shelter located at Foster Woods which was originally constructed in 1966 had become a liability. The shelter was reconstructed in 1998 as an Eagle Scout project, but now its support posts were compromised. Rozmus advised that since constructing the new shelter in 2018 near the pond, the usage of the old shelter had become less and less. Therefore, his recommendation was for WCCB staff to permanently remove the shelter. Upon hearing this, Bill Nickell made a motion to remove the shelter built in 1966 and to dispose of it properly. Motion was seconded by Kim Prier and carried unanimously.

d. Annual Report Event

- a. After a discussion the WCCB decided to host an annual report event following the presentation of the yearly report. Rozmus advised that he would reach out to the same caterer used at the 2020 event that was not open to the public.

e. Updates:

i. Covid Relief Grant

- a. Grant application was on track to be submitted before the May 17th deadline. Rozmus advised that the grant application was a great example of multiple entities coming together for a common goal.

ii. Drinking Fountain/Water Bottle Filling Station

- a. Rozmus stated that the concrete foundation for the drinking fountain had been poured and that he had reached out to the Parks and Rec. department of the City of Washington to see if they could assist with the drinking fountain install. Rozmus advised that he was hoping to work out a deal where the City and WCCB would exchange labor and continue their strong working relationship.

iii. Kewash Phase 2

- a. Rozmus advised that things were moving forward with the June 16th bid letting date. WCCB staff had recently created multiple press releases to keep the public informed about future trail closures.

iv. Campground Upgrades

- a. Rozmus happily announced that the 50 amp electrical upgrade was complete and that he was excited to open the entire campground earlier that week.

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

During this time the bills totaling \$38,623.06 for the month of May, 2021 were presented to the board.

TO WHOM	FOR	AMOUNT
Ace-N-More	Hand tools, cleaning supplies, seed, trash grabbers, hose valves, oil, paint, chrloinator	\$737.19
Arnold Motor	Oil, filters	\$335.93
Copy Systems	Monthly contract	\$72.62
Custom Impressions	Decals	\$43.20
Douds Stone	Clean stone	\$529.80
Dwight & Deborah Manning	Campground hosts	\$300.00
Eastern Iowa Light & Power	Monthly electricity	\$962.97
John Deere Financial	Hand tools, mower blade, weed eater blade	\$216.96
Maple Avenue Greenhouse	Rose bushes	\$130.95
Menards	Campground spigot valve	\$119.90
Printers Workshop	Spring Earthtones	\$811.44
RJ Thomas Mfg Co	Trash bins, fire rings, picnic tables	\$13,242.42
Southeastern Community College	Pesticide Applicator test	\$160.00
Staples	Folders, pens, tape, binder clips	\$34.84
US Cellular	Monthly cell service	\$272.74
VISA	Pesticide Applicator testing, animal carrier, rubber bands, clothing - director	\$140.73
Washington Electric Service	Campground updates	\$20,000.00
Wemiga	Monthly trash disposal	\$300.00
Windstream	Monthly internet	\$155.67
Wilson's Plumbing	Water softener maintenance	\$55.70
TOTAL BILLS		\$38,623.06

Meeting Adjourned: A motion was made by Stan Stoops and seconded by Bill Nickell to adjourn the meeting at 5:11PM. Motion was carried unanimously.

SIGNATURE

DATE