

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

July 13th, 2023

Meeting to order: Board President Craig Capps called the meeting to order at 4:26 PM at the Washington County Conservation Center at Marr Park.

Roll call:

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

BOARD MEMBERS ABSENT:

STAFF PRESENT: Executive Director Zach Rozmus, Maintenance Supervisor Fritz Engel

GUESTS PRESENT:

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

Review previous meeting minutes: A motion was made by Kim Prier to approve the June 8th, 2023 regular meeting minutes. Motion was seconded by Barb Donkersloot and carried unanimously.

DISCUSSIONS AND ACTIONS:

a. **Marr Park Shower House**

Rozmus provided an update to the board regarding the fundraising and planning for the new shower house. Rozmus advised that the original plan was to award the construction contract for the project at the July 13th board meeting but with the guidance of Carl A Nelson the decision was made to postpone the closure of bids until 3pm on July 18th. Due to the postponement Rozmus requested that the board set a special meeting to award the contract.

After a discussion the decision was made to set a special board meeting date of July 19th, 2023 @ 4PM at the Conservation Center.

b. **State Recreational Trails Grant**

Rozmus presented a resolution to the board regarding the WCCB's State Recreational Trails Grant application. Rozmus advised that a similar resolution had already been approved in prior months, but required additional verbiage to meet the grant's requirements.

At this time Kim Prier made a motion to approve resolution no. 09-08-2022-01 which formally endorses the WCCB's State Recreational Trails 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. **Annual Report Planning**

The WCCB and staff discussed planning for August's Annual Report meeting. Following a discussion, the decision was made to make it a private event for board members, staff, volunteers, and their families. Rozmus advised that he would coordinate with everyone regarding main dishes, sides, desserts, and drinks.

- d. **English River Wildlife Area**
 Rozmus briefly spoke with the board regarding future access to the ERWA. Staff was working to make it more accessible to the public and ensure that the proper signage was in place.
- a. **Skunk River Cleanup**
 Rozmus continued to gauge interest from the board regarding scheduling a cleanup event on the Skunk River. Rozmus envisioned the WCCB staff providing equipment and disposing of trash/waste properly. Rozmus advised that the biggest obstacle was simply selecting a date, as things will be very busy in August and September. Discussion ended with the board asking Rozmus to come up with a few dates so they could try to get something on the calendar.
- b. **Sockum Ridge Management**
 Rozmus informed the board that Ben Bruggeman and his crew were beginning to work on the select harvest at Sockum Ridge. Rozmus said he and the staff would keep tabs on the project and hoped it would move quickly.

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/Center Cord. Sarah Zirkle’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 \$13,881.13 for the month of July, 2023 was presented to the board.

TO WHOM	FOR	AMOUNT
4 H Wood Products LLP	Mulch	\$ 180.00
Ace-N-More	Fishing Supplies, Rope, Cleaning Supplies, Softener Salt, Paint Supplies, Tarp	\$ 496.51
Adrianna Pacha	Reimbursement for Camp Supplies	\$ 33.84
Arnold Motor	Brake Cleaner	\$ 45.48
Cash N Carry Chemicals	Herbicides	\$ 1,405.50
Concrete PolyFix	Fix Marr Park Concrete	\$ 3,465.00
Copy Systems	Monthly Print Contract	\$ 62.06
Custom Impressions	Intern shirts, Center Coordinator Shirts	\$ 424.53
Eastern Iowa Light & Power	Monthly electricity	\$ 2,551.97
Iowa DNR Water Supply Operations	Annual Water Supply	\$ 25.00
Iowa Natural Heritage Foundation	Foundation Memnbership	\$ 100.00
Iowa Prison Industries	Signs	\$ 282.15
John Deere Financial	Bolts, Mower Spindle, Battery	\$ 568.75
John and Lisa Exline	Campground host-June	\$ 300.00

KCTC	Monthly Service	\$ 228.57
NASP, Inc.	Archery Supplies	\$ 105.00
Southeast Iowa Union	Shower House Ad	\$ 28.99
Staples	General Supplies, pencil sharpener	\$ 106.81
State Hygienic Lab	Water sample	\$ 20.00
US Cellular	Monthly Cell Service	\$ 252.89
VISA	Office/Camp Supplies, worms, keyboard, display parts	\$ 448.87
Walmart	Camp Supplies, General Supplies, Bldg. Supplies	\$ 359.42
Washington Auto Center	Tire Repair	\$ 31.14
Washington Co. Treasurer	Sign Posts	\$ 302.00
Washington Discount Tire	Trailer tire repair (2)	\$ 63.39
Washington Lumber & Home Center	Concrete Crack Filler	\$ 76.46
Wemiga Waste Inc.	Monthly Trash Removal - May	\$ 566.80
Yotty's Inc.	Golf Cart Rental	\$ 1,350.00
TOTAL BILLS		\$ 13,881.13

***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 Bill Nickell and seconded by Stan Stoops to adjourn the meeting at 5:47 PM. Motion was carried unanimously.

SIGNATURE

DATE