

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

August 10th, 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, Bill Nickell, Craig Capps, Kim Prier, Stan Stoops

BOARD MEMBERS ABSENT:

STAFF PRESENT: Executive Director Zach Rozmus, Maintenance Supervisor Fritz Engel, Ranger Cody Smith, Ranger Brett Johnson, Maintenance Technician Jacob Adrian, Activities Director Randi Brase, Naturalist Megan Jorgensen, and Center Coordinator Sarah Zirkle

GUESTS PRESENT:

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

Review previous meeting minutes: A motion was made by Bill Nickell to approve the July 13th & 19th, 2023 regular meeting and special meeting minutes. Motion was seconded by Stan Stoops and carried unanimously.

DISCUSSIONS AND ACTIONS:

- a. **Annual Report**
Rozmus presented the 2022-2023 Annual Report to the board and all those present. See full annual report. Following the presentation Stan Stoops made a motion to acknowledge the annual report, and furthermore commend Rozmus on his leadership and the staff for their hard work. Motion was seconded by Kim Prier and carried unanimously.
- b. **Marr Park Shower House**
Rozmus explained that the shower house project was still consuming much of his schedule with the construction portion set to kick off in September. Work is being done by Carl A Nelson to ensure all the necessary permits are obtained and contracts are signed. In addition, Rozmus advised the board that he continued to advocate to the board of supervisors regarding the utilization of ARPA funds.
- c. **Conservation Center Furnace/s**
Rozmus informed the board that over the past few weeks, maintenance had been required on one of the five furnaces that cool/heat the conservation center. Reason Rozmus brought this to the board's attention was because all five furnaces are original to the building, thus Rozmus felt it was necessary to discuss maintenance and potential replacement schedule for the units.
- d. **Summer Staffing**
Rozmus began the summer staffing discussion by giving a special thank you to Sarah Zirkle for seamlessly stepping into her roll as center coordinator while Randi Brase was on maternity leave. Rozmus said the department was extremely lucky to find Sarah and that she quickly became a member of their work family. Rozmus hoped they could keep Sarah around as a part-timer because she proved in a short amount of time to be a great asset to the department.

In addition Rozmus expressed that Addie Pacha and Lydia Davis did an excellent job within their positions as Naturalist Interns.

Updates:

e. Skunk River Cleanup

Rozmus informed the board that after reviewing the calendar and then speaking with the staff that he intended to postpone the Skunk River Cleanup project. Rozmus felt the calendar was too full and he wanted to make sure the inaugural event was done properly.

f. Sockum Ridge Management

Rozmus let the board know that he anticipated the select cut to be done in the coming weeks, as the contractor was making good progress on the project.

g. English River Wildlife Area

Rozmus gave an update to the board regarding improving access to the Bur Oak Addition to the English River Wildlife Area.

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 \$49,923.94 for the month of August, 2023 was presented to the board.

TO WHOM	FOR	AMOUNT
Ace-N-More	LP tank exchange, cleaning supplies, birdseed, breakers	\$735.82
Arnold Motor	Tune-ups, oil filter	\$65.84
Capper	Spoiler	\$144.00
Carl A Nelson	Shower House Design	\$30,568.00
Cobb Oil	Gas and Diesel	\$6,006.51
Custom Impressions	Logos on Law Enforcement Equipment/Shirt Logos	\$408.56
Eastern Iowa Chiropractic Ctr.	Drug Test	\$45.00
Eastern Iowa Light & Power	Monthly Electricity	\$2,231.17
First Response Extinguisher Service	Yearly Extinguisher Service	\$511.15
Iowa Dept. of Public Safety	ORI Number	\$300.00
Jacob Adrian	Meal/Mileage reimbursement	\$197.47
Jaspering Water	Water Softener Repair	\$149.10
KCTC	Monthly Internet	\$228.57
Pierce Autobody	Patrol Truck Tailgate	\$1,973.00
Printers Workshop	Summer Earthtones	\$912.51

Staples	Cleaning Supplies	\$198.70
State Hygienic Lab	Water Testing	\$33.50
UIHC	2023 Seasonal Physicals	\$584.00
US Cellular	Monthly Cellular Usage Bill	\$252.89
VISA	Camp Supplies, Fertilizer Spreader, Prairie Conference, Uniforms, Safety Equipment	\$2,524.98
Walmart	Program/Camp Supplies	\$346.95
Washington Discount Tire	Trailer Tire repair/Patrol truck tire repair	\$83.65
Washington Electric Service	Sewer Pump Timer Replacement	\$207.45
Washington Lumber & Home Center	Caulk	\$19.98
Wemiga Waste Inc.	Monthly Trash Service	\$566.80
Witthoft Farm Supply	Fertilizer/Food Plots	\$599.35
WMPF Group LLC	Advertising	\$28.99
TOTAL BILLS		\$49,923.94

***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 Kim Prier and seconded by Barb Donkersloot to adjourn the meeting at 5:51 PM. Motion was carried unanimously.

SIGNATURE

DATE