

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

April 12, 2018

MEETING TO ORDER: President Craig Capps called the meeting to order at 4:30 PM at the Washington County Conservation Education Center.

ROLL CALL:

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

BOARD MEMBERS ABSENT: NONE

STAFF PRESENT: Executive Director Steve Anderson; Ranger/Technician Jayse Horning; Maintenance Technician Fritz Engel, & Ranger/Technician Zach Rozmus

GUESTS PRESENT: Sam McIntosh, KCII Radio; David Hotle, Washington Evening Journal; Dan Widmer, Washington County Auditor, Amber Day, Washington County Human Resources; John Gish, Washington County Attorney; Nathan Schmuecker, Washington County Deputy; Mardie McConnell, Washington Tree Committee; Joe McConnell

APPROVAL OF AGENDA: A motion was made to approve the agenda by Stan Stoops. Seconded by Bill Nickell. Carried unanimously.

MINUTES: The Minutes of the January 11, 2018 Regular Meeting were approved as submitted on motion by Barb Donkersloot and second by Stan Stoops. Carried unanimously.

DISCUSSIONS AND ACTIONS:

CAMPGROUND HOST PROGRAM: Anderson & Capps reported that liability concerns had been expressed regarding implementing a campground host program at Marr Park. The primary concern was that a host would effectively be a Washington County employee in that they would be receiving compensation for services. For that reason, it was being recommended that this program not be implemented. Anderson also reported that all potential hosts had been notified. After discussion to include a request by Board Member Bill Nickell that further efforts be made to overcome this issue, a motion was made by Craig Capps to not have the campground host program at this time. This motion was seconded by Bill Nickell. Carried unanimously.

FIREWOOD HARVESTING PERMITS: Our existing system of firewood permits had also been reviewed during the past month. After liability concerns had been expressed, Anderson reported that he had notified each permittee that their permits had been terminated. Discussion followed to include the balance of value (staff efficiency) and risk to these permits. Efforts are underway to develop a new contract to provide that balance. A motion followed by Barb Donkersloot to have no further firewood harvesting permits until this legally reviewed document has been approved. Seconded by Stan Stoops. Carried unanimously.

PROJECT UPDATES: The following project updates were provided:

1. Washington County Conservation Education Center Exhibits: Anderson and Donkersloot reported that grant applications had been submitted to both the Carver Trust and the Washington County Riverboat Foundation.
2. Picnic Tables: Engel reported that 25 new tables had been delivered and were being stored in the new shop. These would be assembled as part of the Orange & Black Give Back Day. Staff had already dismantled and disposed of (iron sold) the 25 worst existing picnic tables. The total tables in the WCCB system were estimated to be around 100, with a total of approximately 40 now having been replaced.
3. Pickup Trade: As budgeted and planned, Horning & Rozmus reported that the new ¾-ton Dodge pickup had been delivered and set up for law enforcement. The tracks system was reported as still being worked on, with pictures provided of the remainder of the equipment. Horning further reported that sights were still pending for the rifle, with a grant being sought. Capps stated the satisfaction with these upgrades, and the need to equip our officers to keep them as safe as possible while performing their required duties.
4. Shelter # 4 Dennis Levsen Eagle Scout Repair & Upgrade Project: Engel, Horning, & Rozmus had assisted in this project and reported that it was completed.
5. Aaron Harvey Eagle Project of growing Iowa Adapted Pecans, Swamp White Oaks, Shellbark Hickories, & Buckeyes for the Schmitter Heritage Area: Anderson reported that he had assisted this group in planting the seeds into individual grow containers. The buckeyes were sprouted, with it reported that the other seeds would take approximately 2 weeks to emerge. The next reported step would be to move the seedlings into a protective cage for growth this summer.
6. Foster Woods Shelter & Pond Project: Staff reported that the pond level has risen significantly, and that it is hoped that stocking can occur this year. The retaining wall was reported to have shifted, with a

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contractor hired to dig beside it, straighten it, and place dirt such that it will remain plumb. The method the contractor will use to hold it permanently was briefly discussed.

7. The Washington end of the Kewash Nature Trail were reported on as follows:
 - a. Anderson reported that no board actions were necessary at this time related to the TAP, REAP, & Washington County Riverboat Funded project. The DOT lead bid opening for the project was still scheduled to be held on May 15th. Anderson had taken document express training this month in preparation for the project.
 - b. Dialogues with Kirkwood were reported as ongoing as a separate project that would create a trailhead and shelter in proximity to their parking lot. Anderson reported these were proceeding well.
 - c. The Branching Out enhancement project was reported as at the point where staff and Washington City crews had removed the trees and brush from the eastern component. Some dissention with this project was reported. At the western end our staff was cutting the existing dead and diseased ash trees down and into firewood. Plans were to have the firewood removed (given away to those who assisted) and the area cleaned up prior to the event on April 21. Mardie McConnell, with the Washington Trees Committee stated her appreciation for the efforts and commitment of Anderson and all WCCB staff throughout this project. Public participation is invited for planting of more than 800 trees and shrubs there on May 5th.

EMPLOYEE MONTHLY REPORTS:

Naturalist Pam Holz’s monthly report was reviewed. Anderson stated that the new intern position seemed to be working extremely well during this busy period.

Maintenance Technician Fritz Engel provided his monthly report. This included multiple activities and trainings.

Ranger/Technician Jayse Horning provided his monthly report, stating that his activities were parallel with Fritz, except for involvement relating to acquiring and installing the law enforcement articles associated with the new truck.

Ranger/Technician Zach Rozmus provided his first ever monthly report. He reported that his skills and those of Jayse & Fritz were working well together to create an excellent team effort.

Center Coordinator Brandie Bray’s monthly report was provided in her absence. Anderson reported that Brandie was doing an excellent job.

Executive Director Steve Anderson provided his monthly report of activities. This included staff meetings, trainings, and a financial report. Board President Craig Capps asked about what was involved in his being a Grade A Water Operator. Following group discussion, it was suggested that a second employee also get this training. Anderson ended his report stating appreciation for the current team of board members, and staff, stating it was the best total team in quite a while.

BILLS APPROVED FOR PAYMENT: Following discussion, a motion was made by Stan Stoops to approve the following bills totaling \$57,731.85 for payment. Seconded by Bill Nickell. Carried unanimously.

| TO WHOM | FOR | AMOUNT |
|--|-----------------------|-------------|
| Agriland FS | LP Gas | \$272.50 |
| Anderson, Steve | Postage, mileage | \$41.58 |
| Archer Appliance & Electronics | phone & case | \$49.99 |
| Arnold Motor Supply | Nitrile gloves | \$25.78 |
| Capper Auto Center | New truck | \$20,900.00 |
| Cash-N-Carry Chemicals | Tordon | \$38.40 |
| Copy Systems | Printer contract | \$60.05 |
| Custom Impressions | Shirts | \$221.07 |
| Eastern Iowa Light & Power Cooperative | Electricity | \$1,402.60 |
| Engel Frederick | Spray gun for sprayer | \$86.15 |
| ESRI | Arc-view program | \$300.00 |
| G&R Miller Construction | Excavators | \$1,575.00 |

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|---------------------------------|---------------------------------------|--------------------|
| Galls, LLC | Jacket, shirts, pants, gun light | \$623.92 |
| Hinshaw Trailer Sales | Hardware for trailer | \$73.95 |
| Holz Pam | Meal, books | \$37.36 |
| Horning Jayse | Gloves, food | \$38.08 |
| IDALS | Pesticide applicator license | \$45.00 |
| Jim's Small Engine Repair | Chainsaw parts/repair | \$103.55 |
| John Deere Financial | Birdseed, salt, maintenance equipment | \$204.82 |
| KCII | Intern ad | \$106.12 |
| Keltek Inc | Ranger equipment for new truck | \$11,278.43 |
| Leison Pumping Inc | Septic pumping | \$780.00 |
| Luke Waste Management | Trash service | \$220.00 |
| Mike's Parts & Service | Plug & hitch installation on truck | \$795.00 |
| Miller's Metal Supply | Hardware for eagle scout project | \$1,137.20 |
| Pilot Rock | Picnic tables | \$14,529.25 |
| Printers Workshop | Newsletter Printing | \$841.00 |
| Red Fern Farm | Planting pots and trays | \$170.00 |
| Rozmus Zach | Meal reimbursement | \$16.41 |
| State Fiscal Office | MMPI test - Zach Rozmus | \$150.00 |
| State Hygienic Lab | Water testing | \$13.00 |
| UI Community Medical Services | physical/drug screenings | \$339.00 |
| US Cellular | Cell phones | \$367.25 |
| Walmart | Center/program/cleaning supplies | \$102.19 |
| Washington Evening Journal | Yearly subscription | \$139.25 |
| Washington Lumber & Home Center | paint & primer, safety glasses | \$67.95 |
| Windstream | Internet/telephone service | \$580.00 |
| TOTAL BILLS | | \$57,731.85 |

MEETING ADJOURNED: A motion was made by Bill Nickell and seconded by Barb Donkersloot, and carried unanimously to adjourn the meeting at 5:15 PM.

SIGNATURE

DATE