

**THE REGULAR MEETING OF THE
WASHINGTON COUNTY CONSERVATION BOARD
October 10th, 2019**

Meeting to order: President Craig Capps called the meeting to order at 4:27 PM at 100 Shiloh Dr. Kalona, IA 52247.

Roll call:

BOARD MEMBERS PRESENT: Craig Capps, Kim Prier, Barb Donkersloot, & Bill Nickell
BOARD MEMBERS ABSENT: Stan Stoops
STAFF PRESENT: Executive Director Zach Rozmus, Maintenance Technician Fritz Engel,
Ranger Tech Cody Smith, Ranger Tech Brett Johnson, Naturalist Megan Naturalist,
Naturalist Assistant Randi Brase
GUESTS PRESENT: Ryan Schlabaugh

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: A motion was made by Kim Prier to approve the September 12th, 2019 regular meeting minutes. Motion was seconded by Barb Donkersloot and carried unanimously.

DISCUSSIONS AND ACTIONS:

At this time Director Zach Rozmus requested the board move the agenda item labeled “Shiloh Update” to the first item of business, since Kalona City Administrator Ryan Schlabaugh was in attendance.

Shiloh Update

Board President Craig Capps welcomed Ryan Schlabaugh to the meeting. Schlabaugh explained to all those present the current state of the project. Schlabaugh explained that there were two clear components of the project. One being the land and the other being the 90,000sqft building. Schlabaugh explained that a key component to the project was partnerships. The city of Kalona has experience managing a tax base but they aren't as experienced in managing natural resources, whether it be timber, ponds, or prairies. Schlabaugh said that's where Conservation has become involved. Rozmus and Schlabaugh expressed that through 28E agreements both parties thought a joint relationship could be forged in terms of managing the property jointly for the foreseeable future.

Schlabaugh proceeded to explain that another substantial component to the annexation process was determining the future of the building. Attempts were made to use the building to assist with Mid Prairie school district's growing space needs, but that was determined to not be financially feasible. Efforts are still being made to find private and public entities that in need of space.

Schlabaugh expressed that it had been a long process but that he was optimistic about the direction in which the annexation was trending.

Rozmus thanked Schlabaugh for his attendance.

Resolution: Public Health “Rethink Your Drink” Water Fountain Grant

Rozmus began this discussion by explaining that the WCCB had previously agreed to be a part of this project back in January 2019. Unfortunately, the grant was not funded during that time. Washington County Public Health was reapplying for the grant and was requesting a resolution showing our commitment.

At this time Kim Prier made a motion that the WCCB formally agree to participate in the Public Health sponsored “Rethink Your Drink” grant. In addition, agree to contribute \$450 towards the project if the grant is awarded. Motion was seconded by Bill Nickell. Roll call vote results are 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

Conservation Center Carpet

Rozmus explained that two local contractors had submitted bids for the flooring replacement at the Conservation Center. The first bid submitted was from Marshall Furniture and Flooring for \$9,386.45. Although this was the lowest bid Rozmus recommended that the bid be thrown out as it did not account for the tear out of the current carpet. Rozmus advised that he had spoken with the county attorney who agreed the bid could be thrown out since it did not meet the specifications requested. Rozmus further explained that the contractors had expressed that the concrete subfloor would likely need the glue ground off its surface before the new flooring could be installed. Marshall does more residential flooring than commercial, thus they'd have to rent equipment in order to achieve this. Which is why they weren't comfortable quoting the tear out.

The second bid was from Bruty's Carpet Corner for \$10,930.92. This bid included the tear out, new carpet in Steinbeck Conference Hall, vinyl plank flooring in the catering area, and vinyl plank flooring in the kitchen.

Rozmus recommended the board accept Bruty's bid as it was in line with what staff and he anticipated for cost.

At this time Barb Donkersloot moved that WCCB Board accept Bruty's Carpet Corner bid for \$10,930.92 pertaining to the removal and replacement of the flooring in the Steinbeck Conference Hall. Motion was seconded by Kim Prier. Roll call vote results are 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

Conservation Center Winter Hours

Rozmus stated that he and Randi Brase have had continued conversations about the Conservation Center hours. Rozmus expressed that both he and Brase thought the change had been very positive from not only a staff perspective but also the public. Rozmus thought a huge contributor to the change was having a number of part-time employees that Randi now had to assist.

Rozmus said that Brase had now switched to her "Winter hours," which are Monday-Friday 8:00-4:30PM. Rozmus noted that even though Brase had made the switch, the Conservation Center was still going to be open every Saturday in October by part-time employees.

Updates:

I. Fern Cliff Improvements

Rozmus showed all those present the fence that WCCB staff had installed at the middle entrance of Fern Cliff. Rozmus said they were currently on track to have the shelter completed before winter. In addition, Rozmus thought that the new latrine could be in place before the end of the calendar year, but noted that it was dependent on Swales Precast schedule.

Review of monthly reports

Maintenance Technician Fritz Engel's monthly report was provided and reviewed.

Naturalist Assistant Randi Brase' 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 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 Kim Prier and seconded by Bill Nickell to approve the following bills totaling \$11,303.24 for payment, and to authorize the President to sign each claim. Motion was carried unanimously.

TO WHOM	FOR	AMOUNT
Ace-N-More	Wiperfluid, ratchet strap, worms, trash bin, funnel, battery	\$162.42
Arnold Motor Supply	Bumper	\$819.49
Baker Paper	Paper towels, toilet paper, urinal screens	\$215.92
Copy Systems	Monthly contract	\$60.94
Douds	Clean stone	\$107.30
Earls	Truck maintenance	\$877.50
Eastern Iowa Light & Power	Electricity	\$1,560.84
Frytown Farm Supply	Fencing	\$430.63
Greiner Tire	Mower tires	\$17.40
Ideal	Concrete at Kewash	\$233.13
John Deere	Fish tank hose, concrete mix, skid loader hose, oil, blades	\$1,071.59
Larry Ambrose	Campground Host - September	\$400.00
Mike's Parts	Blade mount	\$1,044.95
Miller's Metal Supply	Fencing	\$124.00
O'Reilly Auto Parts	Oil	\$64.17
Sign Design	Door plaquers	\$32.00
Sitler Electric Supply	Plugs	\$120.45
Staples	Pen & card holder, planner, calendars, gloves, trashbags	\$82.20
State Hygienic Laboratory	Water testing	\$39.00
US Cellular	Cell service	\$276.69
VISA	Tazer cartridge, screen, book, event catering, licensing, display cages	\$2,175.20
Walmart	Trash bin, tulle tank filters	\$23.81

Washington Lumber	Wood for Kewash sign	\$77.97
Wemiga Waste	Trash service - August & September	\$1,090.00
Windstream	Internet service	\$195.64
TOTAL BILLS		\$11,303.24

Meeting Adjourned: A motion was made by Bill Nickell and seconded by Barb Donkersloot to adjourn the meeting at 5:29PM. Motion was carried unanimously.

SIGNATURE

DATE