

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

**May 14th, 2020**

**\*\*\*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 (Zoom), Craig Capps, Bill Nickell, Stan Stoops

**BOARD MEMBERS ABSENT:** Kim Prier

**STAFF PRESENT:** Executive Director Zach Rozmus, Randi Brase (Zoom), Megan Jorgensen (Zoom)

**GUESTS PRESENT:** KCII Tyler Bruner (Zoom)

**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 Bill Nickell to approve the April 9th, 2020 regular meeting minutes. Motion was seconded by Stan Stoops and carried unanimously.

**DISCUSSIONS AND ACTIONS:**

**a. Covid-19/WCCB Summer Event Scheduling**

Rozmus began this agenda item by explaining the current state of the Marr Park campground. Rozmus stated that the water to each campsite had now been turned on and restrooms within the park had been opened to use by the public. The shower house was still closed at this time, Rozmus advised.

Megan Jorgensen, Randi Brase, and Rozmus explained that collectively they had made the decision to cancel their June summer camps. Rozmus advised that it was a difficult decision but the entire staff felt it was a necessary decision. The WCCB staff plans to monitor the situation in the coming weeks as they hoped the July summer camps could go on as scheduled.

Additionally the decision was made to combine the July “Mink Camps.” Previously there was scheduled to be two separate sessions of this camp in July.

**b. Campground Host/s**

Rozmus stated that the host position/s was still vacant at this time. Due to the fact that multiple facilities in the park remained closed at this time, the “normal” cleaning responsibilities that would typically be associated with the campground host were not required at this time. Rozmus stated that he intended to ramp up the search for the host position as several proclamations began to expire in the coming weeks.

**c. WCCB Billing**

A resolution was presented to the WCCB by Rozmus that would provide the Executive Director of the WCCB the authority to sign billing claims under a board decided amount. Rozmus advised that after speaking to county auditor office and multiple conservation boards he believed the aforementioned change would expedite the billing process and eliminate stressors that occurred in the past. Rozmus proposed that the Executive Director have the authority to sign all claims under \$15,000. Any bill above that threshold would require board approval.

At this time Bill Nickell made a motion, to provide the Executive Director of Washington County Conservation the authority to claims under \$15,000. Motion was seconded by Stan stoops. Roll call votes 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.

**d. Marr Park Water Fountain Project**

Rozmus informed the board that Washington County Public Health had obtained a funding source that could potentially cover the cost to have several water bottle filling stations placed throughout the county.

The WCCB unanimously agreed that the water bottle filling station would be a great addition to Marr Park. Reiterated their support that they provided for the previous “Rethink Your Drink” grant that the conservation board partook in.

**Updates:**

**I. Wellmark Grant**

- a. Rozmus announced that the WCCB Large Match Wellmark Foundation Grant did not receive funding. Rozmus advised that he would continue to seek out additional funding sources, to help facilitate Phase 2 of the Kewash Trail enhancements.

Rozmus noted that they were fortunate to possess a \$317,000 Federal TAP Grant as grants could become more competitive in the future due to the unknown financial climate to come.

**II. Marr Park Tree Planting**

- a. More than 200 trees were planted by the WCCB staff at the end of April. The trees were awarded to the conservation board by a DNR facilitated tree grant. The species of trees planted were as follows: sycamore, red oak, burr oak, swamp white oak, white pine, and cypress.

**III. Crawford Pond Lease Agreement**

- a. Rozmus said there was little to no update regarding the lease agreement, but based on initial conversations, he believed both parties were interested in extending the current agreement.

**IV. Marr Park Wedding Rentals**

- a. Wedding rental contract had been sent to the county attorney for final approval. Once that final approval was given, the contract would be added to the WCCB’s list of contracts.

**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 Approved For Payment**

Following discussion, a motion was made by Stan Stoops and seconded by Bill Nickell to approve the following bills totaling \$6,341.67 for payment, and to authorize the President to sign each claim. Motion was carried unanimously.

Ace-N-More	Ratchet strap, boots, gloves, paint & brush, batteries, worms, keys, cleaning supplies, bathroom signs, baricade tape, chain	\$785.20
Agriland FS	Diesel fuel	\$171.30
Arnold Motor Supply	Oil, filter, brush, belt, wax	\$299.16
Cash-N-Carry Chemicals	Herbicides	\$200.50
CDW Government	Surface pro, microsoft office	\$1,389.24
Cody Smith	Gas	\$8.30
Copy Systems	Monthly contract	\$51.47
Douds	Clean stone	\$336.32
Eastern Iowa Light & Power	Monthly electricity	\$578.04
Greiner Tires	Tree planter and dump trailer tire	\$117.90
Ideal Ready Mix	Shop storage bays	\$1,068.00
Jeri Buck	Rental cancellation	\$50.00
John Deere	O-ring, bolt	\$21.60
Judy Prior	Rental cancellation	\$40.00
MB Water	Water audit	\$100.00
River Products	Fill and Lime	\$134.72
Sonya Manley	Rental cancellation	\$50.00
US Cellular	Monthly cell service	\$265.47
VISA	Surface pro pen, case, screen protector, cable	\$123.68
Washington Rental	bar nuts, saw	\$73.22
Wemiga Waste	Monthly disposal, microwave	\$315.00
Windstream	Monthly internet	\$147.55
Zach Rozmus	Pesticide applicator	\$15.00
<b>TOTAL BILLS</b>		<b>\$6,341.67</b>

**Meeting Adjourned:** A motion was made by Stan Stoops and seconded by Bill Nickell to adjourn the meeting at 5:32PM. Motion was carried unanimously.

**SIGNATURE**

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**DATE**

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