

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

January 15th, 2026

Meeting to order: Board President Craig Capps called the meeting to order at 4:03PM at the Washington County Conservation Center at Marr Park.

Roll call:

BOARD MEMBERS PRESENT: Barb Donkersloot, Bill Nickell, Craig Capps

BOARD MEMBERS ABSENT: Kim Prier, Stan Stoops

STAFF PRESENT: Executive Director Zach Rozmus, Ranger/Operations Supervisor Cody Smith, Ranger Seth Adam, Naturalist Megan Jorgensen

GUESTS PRESENT: Bob Yoder

Board Member Oath of Office: Board member Bill Nickell was reappointed to his board position by the Board of Supervisors. Nickell read his oath of office aloud and all parties present signed as witnesses.

Election of Officers: Board member Bill Nickell made a motion to appoint Craig Capps as board president. Motion was seconded by Barb Donkersloot and carried unanimously.

Bill Nickell made a motion to appoint Barb Donkersloot as board vice president. Motion was seconded by Craig Capps and carried unanimously.

Bill Nickell made a motion to appoint Kim Prier as board secretary. Motion was seconded by Barb Donkersloot and carried unanimously.

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 Barb Donkersloot to approve the December 18th, 2025 regular meeting minutes. Motion was seconded by Bill Nickell and carried unanimously.

DISCUSSIONS AND ACTIONS:

a. **2026-27 WCCB Budget**

Rozmus presented the 2026-27 budget proposal to the conservation board for review. Included in the budget were 2.8% wage increases for WCCB staff and a 0% operating budget increase. Following the presentation of the budget Barb Donkersloot made a motion to acknowledge the budget. Motion was seconded by Bill Nickell and carried unanimously. Craig Capps advised Rozmus that he would gladly attend the budget hearing with the Board of Supervisors.

b. **Marr Park Pickleball/Playground Project**

Rozmus advised that he spoke with Kalona Mini Building earlier in the week, and he anticipated the new shelter would be delivered to the park some time in the next month, but noted that the installation of the shelter would be dependent on the weather.

c. **2025-26 WCCB Budget Update**

Rozmus provided a quick update on the current fiscal year budget. The biggest item to report was that the Conservation Center printer was going to have to be replaced. The current unit has no issues but is old enough where they are no longer making ink cartridges for it. The new unit would cost roughly \$2800.

d. **Southtown Future Planning**

Rozmus delivered an update to the board regarding the Kalona Trails Committee meetings, in addition to an update on ongoing projects at Southtown.

e. Acquisition of Beehive/s

WCCB advised the board that they were in the process of researching the potential of acquiring beehive/s that could be placed at Marr Park. Rozmus advised that he loved the potential environmental and educational impacts that could be drawn from the undertaking. Rozmus acknowledged that it would be important for WCCB to be tactful in choosing location/s for the hives, but said he thought the biggest concern was just mowing near the hives as there are several locations within the park that would be off the beaten path just enough to limit encounters with the general public.

Updates:

a. Willow Pond Latrine

Rozmus advised that there was no update to report. Staff will allow the latrine to settle over the winter so the final grading and seeding around the restroom could be achieved.

b. Part-time Center Coordinator Position

Rozmus advised that the position had been posted and he hoped to find a minimum of two additional part-timers to assist with the summer schedule.

c. Marr Park Residence

Rozmus informed the board that there was little to report on this item.

Review of monthly reports

Ranger/Operations Supervisor Cody Smith's monthly report was provided and reviewed.

Ranger/Patrol Sergeant Brett Johnson's monthly report was provided and reviewed.

Ranger/Technician Seth Adam's monthly report was provided and reviewed.

Maintenance Technician Jacob Adrian's monthly report was provided and reviewed.

Activities Director 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

During this time a summary of the bills totaling \$14,100.11 for the month of January, 2026 were presented to the board.

TO WHOM	FOR	AMOUNT
Ace-N-More	Winter supplies, salt softener, batteries, paint, cutwheel supplies, mice repellent, wood duck box bedding, cornhole boards	\$620.56
Arnold Motor Supply	Oil, filters, washer fluid, wiper blades	\$174.03
Colbert Trucking LLC	Gravel haul	\$250.00
Copy Systems	Monthly print contract	\$81.70
Custom Impressions	Embroidery - Cody	\$18.84
Eastern Iowa Light & Power	Monthly electricity - November & December	\$3,046.98
Greg Giardino	Hall & Library carpet cleaning	\$881.93

IAN Treasurer	IAN Membership	\$20.00
igraphix	Postage	\$150.53
Iowa Dept. of Public Safety	ORI Number	\$300.00
Iowa State University	Pesticide course - maintenance staff	\$240.00
Jim's Small Engine	Echo saw maintenance	\$216.01
John Deere	Mower maintenance	\$196.87
KCTC	Monthly internet - November & December	\$462.70
Menards	Cornhole boards	\$172.88
River Products Company Inc	Playground gravel	\$629.70
RJF Electric	Pickleball court lighting	\$1,703.45
Staples	Landline phones, planner	\$145.11
State Hygienic Laboratory	Water testing	\$15.50
US Cellular	Monthly cell service - November & December	\$598.92
VISA	Winterfest, Cody uniform, batteries, calendars, gloves, clock, mice, bags, glue sticks, stencils, Zoom subscription, replacement bricks	\$1,377.78
Washington Auto Center	Tires and alignment on silver truck	\$1,338.14
Washington Discount Tire	Tires on Director truck	\$913.48
Wemiga Waste	Trash removal - November	\$545.00
TOTAL BILLS		\$14,100.11

***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 Barb Donkersloot to adjourn the meeting at 5:25PM. Motion was carried unanimously.

SIGNATURE

DATE