

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

April 8th, 2021

*****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, Bill Nickell, Craig Capps, Kim Prier and Stan Stoops

BOARD MEMBERS ABSENT:

STAFF PRESENT: Executive Director Zach Rozmus, Brett Johnson, Megan Jorgensen

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 March 11th, 2021 regular meeting minutes. Motion was seconded by Kim Prier and carried unanimously

DISCUSSIONS AND ACTIONS:

a. **Covid Relief Grant**

- a. Rozmus advised those present that he had been working with the City of Kalona and CJ Moyna on a trail grant for a 2.25 mile long trail loop that will be known as the “North Ridge Trail Loop.” Rozmus further explained that the grant was an unexpected opportunity that presented itself due to the hardships associated with the covid-19 virus. Therefore, the aforementioned three entities were working hard to create a grant application that would be a complete game changer for the Southtown property.
- b. Rozmus presented a resolution to the board that formally agreed that the conservation board would adequately maintain the completed project for a minimum of 20 years. In addition, assist with potential match funds associated with the project. Rozmus noted that the match component of the grant was not required but would increase the competitiveness of the grant. 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 5-0.

b. **Kiwanis Trail Partnership**

- a. Rozmus advised that the local Kiwanis club had reached out to him regarding a potential trail partnership. The Kiwanis are interested in adopting a section of the Kewash Trail as form of community service. The club would assist with trash clean up, similar to an adopt a highway situation. Rozmus felt it was a great idea, but advised that he would likely create a partnership document that outlined each party’s responsibilities.

c. **MSA Construction Contract**

- a. Rozmus advised that the initial construction contract from MSA had been received. Rozmus said that he wanted more time to look through the contract and its line items before putting it before the board.

d. Conservation Center Summer Hours

- a. In the coming weeks conservation staff and the conservation center will shift to “summer hours.” The exact date has not been decided but Rozmus intended to work with Randi Brase on selecting a date. Rozmus said he would keep the board and the public posted when a switch over date is selected.

e. Patrol Vehicle Install

- a. Rozmus has begun to work with a contractor on setting up an install date for the new patrol truck. Rozmus advised that he went through the current patrol vehicle with Brett Johnson and Cody Smith earlier in the week to come up with a list of what could be retrofit in the new truck and what new material would need to be purchased.

f. Updates:

i. Sockum Ridge Management

- a. Rozmus advised that there was little to report on this line item at this time.

ii. Kewash Phase 2

- a. As of today, the Phase 2 project is on schedule for the June 2021 letting date with construction to follow.

iii. Campground Upgrades

- a. New fire rings have been installed, new picnic tables have been assembled, new trash cans have been installed, and work is well underway on the electrical upgrade Rozmus advised. Rozmus hoped that the electrical work would be done in the coming weeks, but noted that the contractor was waiting for the upper portions of the pedestals to arrive.

iv. Southdown Development

- a. Rozmus stated that CJ Moyna would be working on paving roadways in the coming weeks. In addition, Conservation Staff would be working to incorporate portions of the property into their normal mowing and maintenance rotation.

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

During this time the bills totaling \$26,301.48 for the month of April, 2021 were presented to the board.

Ace-N-More	traps, gloves, oil, saw blade, cleaning supplies, masks, lights, ladder, drill and screws, plumbing supplies, boot protectant, socket, spray paint	\$473.92
Agriland	Fuel	\$3,340.34
Arnold Motor	Oil & filter, wiper blades	\$40.31
Bert Gurney & Associates	Water Tank	\$7,475.00
CDW Government	Surface Pro	\$2,190.91
Copy Systems	Monthly contract	\$72.49
Custom Impressions	Clothing - Naturalist Assistant	\$129.90
Douds Stone	Clean Stone at Clemons Creek	\$772.20
Eastern Iowa Light & Power	Monthly electricity	\$801.60
Electrical Engineering & Equipment	LED photo control	\$29.29
Evans Welding, LLC	Steel table	\$359.79
G & R Miller Construction	Sockum Ridge tile	\$14.70
Gingerich Well & Pump Service	Water Tank	\$415.06
Iowa Dept. of Agriculture	Pesticide Application - Brett	\$75.00
Iowa Dept. of Public Safety	ORI Number	\$300.00
Jims Small Engine	Power sweep	\$351.99
Megan Jorgensen	Employee meal	\$8.76
MSA	Phase 2 Engineering	\$3,450.00
NASP Inc.	Archery equipment	\$3,502.00
O'Reilly	Oil and filter	\$58.99
Printers Workshop	Winter Earthtones	\$798.22
Randi Brase	Employee meal	\$4.65
US Cellular	Monthly cell service	\$272.60
VISA	Tactical gear, pants - naturalist, charger, holster, IAN	\$495.58
Walmart	Turtle food, cleaning supplies	\$23.19
Washington County GIS	ArcGIS program	\$300.00
Washington Discount Tire	Tire and mount	\$129.35
Washington Lumber & Home Center	Lumber and insulation for water building	\$117.27
Wemiga	Trash disposal	\$600.00
Windstream	Monthly internet	\$151.59
WMPF Group LLC	Electrical bids ad	\$20.70
TOTAL BILLS		\$26,301.48

Meeting Adjourned: A motion was made by Stan Stoops and seconded by Bill Nickell to adjourn the meeting at 5:11PM. Motion was carried unanimously.

SIGNATURE

DATE