

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

February 11th, 2026

Meeting to order: Board President Craig Capps called the meeting to order at 4:04PM at the Washington County Conservation Center at Marr Park.

Roll call:

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

BOARD MEMBERS ABSENT: Stan Stoops

STAFF PRESENT: Executive Director Zach Rozmus

GUESTS PRESENT:

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 January 15th, 2026 regular meeting minutes. Motion was seconded by Bill Nickell and carried unanimously.

DISCUSSIONS AND ACTIONS:

a. **2026-27 WCCB Budget**

Rozmus provided an update to the board regarding his presentation of the 2026-27 budget to the board of supervisors.

b. **Ginkgo Ave. and Kewash Trail Crossing**

Rozmus informed the board about an opportunity to participate in a county road paving project on Ginkgo Ave. north of Hwy 92. Rozmus advised that he had been reached out to by Washington County Secondary Roads in regards to paving the Kewash Trail right of way at the crossing at Ginkgo Ave. Secondary roads is completing a larger scale project and was inquiring about the WCCB's interest in paving the right of way of the trail during the project in preparation for future trail developments. If the board agreed to do so, they would require to pay for the additional concrete that would be required to pour the right of way, which secondary roads estimated would be less than \$2000. Rozmus recommended the board support the project and entertain a motion support paving the trail right of way.

At this time Kim Prier made a motion to approve paving the Kewash Trail ROW at Ginkgo Ave. and furthermore allow the WCCB Director the authority to facilitate the process to include the necessary expenditure of finances. Barb Donkersloot seconded the motion and it carried unanimously.

Following that discussion Rozmus continued on the topic by explaining to the board that secondary roads was also entertaining the idea, and working on a Riverboat Grant to provide funding to expand the paving for an expanded bike lane similar to Riverside Rd. Rozmus advised that secondary roads was looking for a letter of support in addition to potential financial support for the project. Rozmus advised that he did not have specifics on the financial component but expressed concern that the project could impact other financial commitments the board has made for the next fiscal year. No motion was made on this topic, as board members expressed concerned about the financial impact, and the viability of other Riverboat Grant Applications that were pending.

c. **Acquisition of Beehive/s**

Rozmus explained that he and WCCB staff were still gathering more information on what the cost would be to acquire bee hives for educational programming within Marr Park.

d. Performance Reviews

Rozmus took time to explain his employee performance review process. The explanation included showing the board the document Rozmus had created to facilitate the process. Rozmus further explained that the process was something he initiated every few years and that he was really happy with the conversations that were created with staff during the process. Rozmus expressed confidence that the reviews were good for staff and the department.

e. Flail Mower Donation

Rozmus happily announced that the Johnson County Sledhead Club had decided to donate a pull behind flail mower to the WCCB. The club was in the process of the disbanding and were looking for an organization to donate the mower to that would continue to put it to good use. Rozmus advised that after looking at the mower with staff he felt confident that it would be a great asset for the department moving forward. Rozmus said he was thankful to Johnson County Sledheads and specifically Mindy Scott for helping facilitate the process!

Updates:

a. Marr Park Pickleball/Playground Project

Rozmus provided a similar update to his update on this topic from the January board meeting. Which was there was little to update on the project, and he was waiting to hear from Kalona Mini Building regarding the delivery of the new shelter.

b. 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.

c. Southtown Future Planning

Rozmus informed the board that he was continuing to meet with the Kalona Trail Committee regarding trail development. In addition, noted that he was continuing to work with the City of Kalona regarding carving out a location for a large shelter facility.

d. Part-Time Center Coordinator Position

Rozmus announced the hiring of Carrie Septer as a part-time center coordinator. Rozmus expressed confidence in her addition to the department. Rozmus also advised that he and Activities Director Randi Brase would be conducting additional interviews in the coming weeks.

e. Marr Park Residence

Rozmus advised that there was no update to report on this topic.

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 \$11,158.97 for the month of February, 2026 were presented to the board.

TO WHOM	FOR	AMOUNT
Ace-N-More	Cutwheel, rod, flare, paint, garage remote, batteries, tape, bird seed, gloves, cleaning supplies, deadbolt, wood duck box bedding	\$470.80
Agriland	Propane	\$563.13
Arnold Motor Supply	Oil, filter, lubricant	\$67.06
Brett Johnson	Winterfest meal	\$12.71
Cody Smith	Winterfest meals and parking	\$71.20
Copy Systems	Print contract, new printer	\$2,885.60
Eastern Iowa Light & Power	Monthly electricity - December, January	\$2,930.63
Elliot Bulk Service	Diesel	\$1,948.80
igraphix	Postage	\$69.33
Jacob Adrian	Winterfest meals	\$54.43
John Deere	Washers, plug, oil, filters	\$264.36
KCTC	Monthly internet	\$228.93
Megan Jorgensen	Winterfest meals and parking	\$79.44
Overhead Door	Garage door at Ranger house	\$256.50
Randi Brase	Winterfest meals	\$58.16
Seth Adam	Winterfest meals	\$60.28
State Hygienic Laboratory	Water testing	\$15.50
US Cellular	Monthly cell service	\$299.45
VISA	Bow repairs, program supplies, gloves, cleaning supplies, mice, wheels, minor tools, armor course, pesticide applicator	\$626.16
Wilson's Town & Country Plumbing	Urinal maintenance at Center	\$196.50
TOTAL BILLS		\$11,158.97

***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 Kim Prier to adjourn the meeting at 5:19PM. Motion was carried unanimously.

SIGNATURE

DATE