



OCCB Monthly Meeting Minutes

Wednesday, January 14, 2026 – 8:00AM

Prairie Heritage Center

The O'Brien County Conservation Board met in regular session at The Prairie Heritage Center on January 14, 2026. The meeting was called to order at 8:00AM.

Board members present: Greg Burmakow, Hope Crowhurst, John Putnam, Dan Verrips and Tom Konz. Staff present: Mark Wilson, Sarah Fiddelke, Joe Feekes, Kylie Holdorf and Luke Davison.

There were 2 visitor from the public.

Motion to approve the January 14, 2026 agenda with an addition of (15.) Mark Wilson performance review date presented by Verrips, seconded by Putnam. Motion carried, unanimous.

Motion to approve no change to board positions presented by Putnam, seconded by Burmakow. Motion carried, unanimous.

Motion to approve the December 12, 2025 regular meeting minutes presented by Burmakow, seconded by Putnam. Motion carried, unanimous.

Motion to approve the January 2026 Claims and Expenditures presented by Verrips, seconded by Burmakow. Motion carried, unanimous.

Discussion on the rotunda exhibit project with initial installation beginning January 20, 2026. Motion to approve a payment hold on the account until product is installed presented by Burmakow, seconded by Verrips. Motion carried, unanimous.

Motion to approve the FY26 2nd Quarter Report presented by Verrips, seconded by Putnam. Motion carried, unanimous.

Motion to approve Camping - Rental Dates and Fees for 2026 season with no changes presented by Verrips, seconded by Crowhurst. Motion carried, unanimous.

Motion to approve Campground Host Agreements and Posting for 2026 presented by Verrips, seconded by Burmakow. Motion carried, unanimous.

Motion to approve Long-Term Site Lease Agreement for 2026 presented by Burmakow, seconded by Putnam. Motion carried, unanimous.

Motion to approve Mill Creek Concessions - Permit Renewal presented by Verrips, seconded by Crowhurst. Motion carried, unanimous.

Motion to approve Mill Creek Rentals – Permit Renewal presented by Burmakow, seconded by Putnam. Motion carried, unanimous.

Motion to approve one Seasonal Technician Position Description and Posting presented by Putnam, seconded by Verrips. Motion carried, unanimous.

Motion to approve one Seasonal Naturalist Position Description and Posting presented by Verrips, seconded by Burmakow. Motion carried, unanimous.

Motion to approve OCCB By-Laws with no changes presented by Verrips, seconded by Putnam. Motion carried, unanimous.

Motion to approve OCCB Park Rules and Regulations with the addition of the following:

ATV/UTV/OHV/LSV – ATV/UTV/OHV/LSV are allowed on park roads only. Absolutely no trail or off-road riding. All units need to be in compliance with all State law requirements (321.234A & 321.3- 321.26). Required safety

equipment includes: headlights, taillights, working brakes, turn signal, horn, mirrors, seat belts if equipped. Valid driver's license, registration and insurance are required. All other state/county/city laws apply. Presented by Verrips, seconded by Putnam. Motion carried, unanimous.

Motion to approve FY26 - Budget Amendment presented by Verrips, seconded by Crowhurst. Motion carried, unanimous.

Motion to approve FY27 Budget presented by Verrips, seconded by Burmakow. Motion carried, unanimous.

Motion to discontinue the Employee Time Clock Policy presented by Putnam, seconded by Burmakow. Motion carried, unanimous.

Motion to approve a standard 7-day workweek Thursday through Wednesday. Instruct the Director to write a compensatory time policy document that compiles the various historical board motions relating to compensatory time. Presented by Crowhurst, seconded by Verrips. Motion carried, unanimous.

Motion for a Weekly Staff Activity Report to be shared with the board presented by Verrips, seconded by Putnam. Motion carried, unanimous.

Presentation of informational items and staff reports.

Public Comments: Keep camping rates the same, Money needs to be spent on the camping areas, road drainage, electrical and a storm shelter at Dog Creek Park.

Next Regular Meeting Wednesday February 11, 2026; 8:00am at the Prairie Heritage Center.

Motion to adjourn presented by Verrips, seconded by Burmakow. Motion carried, unanimous. Meeting adjourned at 11:34AM.

X

Tom Konz
Board Chair