

CALL TO ORDER

The regular meeting of the Clayton County Conservation Board was held Tuesday, August 11, 2020. This meeting took place at Big Spring Campground.

Chairman, Gary Kregel, called the meeting to order at 2:00 p.m. Member present was Larry Stone. A quorum was not met therefore email votes will be sent out to all board members. Staff present was Jenna Pollock, Abbey Harkrader, Kenny Slocum, and Molly Scherf.

AGENDA

No motion made due to lack of quorum.

MINUTES

No motion made due to lack of quorum. Minutes will be reviewed for approval in September.

CLAIMS

Claims were reviewed by those present. Vote for approval was unanimous via email.

FINANCIAL REPORT & ENDOWMENT STATEMENT

The financial report was reviewed by those board members present. Scherf didn't see any discrepancies in the financial report. No endowment statement was reviewed.

OLD BUSINESS

1. Motor Mill Trail Update –

Pollock met with the BOS and Rafe Koopman, county engineer, to discuss the need for fill material to reduce the cost in the change-order requested by Ryan Kipp of Moynas. Strip, salvaged, and placed wasn't in the bid. Moynas anticipate that change-order is an additional \$50,000 to add to the bid line. Grubbing of the trees didn't take as much time/labor as bid and if county can provide the fill material this would mean the \$50,000 would be a wash. Koopman will work on finding suitable soil close to the work site.

The CCCB board authorizes Pollock to sign the change order by unanimous vote via email.

2. Osborne Campground Update –

Shive-Hattery has several employees on vacation and with storm damage last few days they were unable to give Pollock an update on layout or price of project. Pollock also spoke to the Board of Supervisors about this project.

3. Pony Hollow Trail Extension –

Pollock reported that the first invoice was received for this project from Fehr Graham. We are still waiting to hear if we will receive the State Rec Grant. Pollock is completing this week the REAP grant for the 1/4mi boardwalk section through the wetland/oxbow.

NEW BUSINESS

1. Consider Additional Accounts for PayPal and MyCountyParks Transactions –

The existing FreedomBank account is being used for the gift shop Square and Motor Mill PayPal donations. With the CCCB having a new website an additional account is needed for that

donation button which goes through PayPal. In addition to the CCCB website, when online registration goes live on MyCountyParks it will need another bank account for the fees. All of these accounts will need signatory authority given to Pollock and Scherf. The board unanimously approved of the additional bank accounts and signatories via email.

2. Consider Approval of the UMGC Grant for the Stable Project at Motor Mill –
Pollock did not need this item approved by the CCCB.
3. Consider Approval of the REAP Grant Application for PHT Extension Boardwalk –
The board unanimously approved authorizing the Chair, Gary Kregel, to sign the REAP grant application for the Pony Hollow Trail Boardwalk via email.
4. Consider Transfer of the Eno Collection to Froelich Museum –
Pollock will draft a letter that the collection was donated and not loaned from CCCB. The board unanimously approved via email Pollock sending Froelich this letter.
5. Discuss Heritage Days and Fall Programming efforts (Abbey Harkrader) –
See attached report from Harkrader. Harkrader discussed the options for fall programming with school districts having restrictions due to Covid-19. If schools will allow educational programming in person we will go and follow their protocol. There is also the option of instructing via videos, Power Point, and Zoom or other online meeting rooms. Harkrader will contact schools to find out preferences.
Other public programs can be kept small with registrations and outdoors to promote social distancing.

Heritage Days vendors had a 50/50 split response on whether they were comfortable attending the festival this year. Gatherings over 10 are allowed as long as state protocols are followed. Buildings could be shut down and only allow the outdoor market and demonstrations to provide more social distancing. Pollock would shut down Welcome Center/Nature Center and feels people could self-police in the outdoors. Stone would like to wait and make a decision after schools are in session for some time and see how that goes. Slocum doesn't feel the turn out would be good. Kregel would say no. Pollock would like to set a baseline on what events/programs can and cannot happen.

The board voted, 3-2 via email to cancel Heritage Days 2020.

6. Presentation on Management Plans/Progress (Kenny Slocum) –
See attached report from Slocum. Kregel wanted to know if we have enough people to complete this list. Slocum expressed that he focuses on what is most urgent or has grant money/timeline connected to it. Stone would like Slocum to work with ISU/DNR on hosting a field day or finding a good virtual learning site. Slocum told the board the biggest hurdle is accessing these properties with the grown over logging roads.

UPCOMING PROGRAMS/EVENTS

August 22 7pm Motor Mill Barn-raiser featuring Feed the Dog

Director's Report/Updates/Communications

Pollock reported that the Park Ranger position has been accepted. She is waiting for them to give two week notice to current employer before announcing the name.

Pollock would like to put together bid documents for the two fire escapes located on the Welcome Center building. What material would the board like it built out of? Steel, wood, and composite were all suggested by Kregel and Stone. No consensus was reached via the email discussion.

Pollock reported she has been asked by Danny Williams to consider a Motor Mill permanent, part-time position. She doesn't feel this is necessary at this time with how our parks are managed by the current staff. There are also liability concerns if he was to use his own equipment. Pollock will be evaluating all staffing, especially seasonals that return.

Pollock has been hearing from campers that they would like to get rid of the vault toilets and replaced with Porta-Pots. This is a large expense. The discussion was if there anyway the vault toilets can be chemically treated to increase breakdown and reduce the smell? Pollock will investigate this. Campers are also wondering about firewood being stocked in each campground. This could be a good winter project but needs to be looked into further.

Stone was curious why there isn't a county conservation sign at the Big Spring Campground considering it is maintained by the CCCB. Pollock will look into placing a camping sign there.

NEXT MEETING No meeting was set.

Pollock's Email:

On Aug 11, 2020, at 4:47 PM, Jenna Pollock <jpollock@claytoncountya.gov> wrote:

Good Afternoon,

All members of the Conservation Board and Office Manager, Molly Scherf, are blind copied on this email. All Board Members are to reply to the information requested below, and send that reply to me, so as not to violate open meeting laws through electronic communication.

Due to the ongoing COVID-19 Pandemic and severe storm damage that occurred across Iowa on Aug. 10, 2020- the Clayton County Conservation Board did not have a quorum to conduct business at their meeting on Aug. 11, 2020 at Big Spring County Park. As several items on the agenda have a timely element your roll-call vote is needed on the items below.

1. Pay the July Claims (attached): Yes/No
2. Authorize the Director to sign the Motor Mill Trail change orders (draft attached): Yes/No
3. Authorize the Director to open two additional accounts with Freedom Bank, for PayPal and Online Camping registrations: Yes/No
4. Authorize the Director, Jenna Pollock, and Office Manager, Molly Scherf, as signatories on both additional accounts through Freedom Bank: Yes/No
5. Authorize the Chair, Gary Kregel, to sign the REAP Grant Application for the Pony Hollow Boardwalk Trail: Yes/No
6. Authorize the transfer of the Eno collection to Froelich Museum (currently on loan): Yes/No
7. Host Heritage Days Oct. 10-11, 2020: Yes/No

For consideration: What type of material would you like specified in the bid documents for replacing the fire escapes at Osborne?

Thank you

Jenna K. Pollock, Executive Director
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Vice President- County Conservation Director's Association (CCDA)

Summary of Email Votes by Roll Call Fashion

	Stone	Lenth	Kregel	Vaske	Landsgard
1	Yes	Yes	Yes	Yes	Yes
2	Yes	Yes	Yes	Yes	Yes
3	Yes	Yes	Yes	Yes	Yes
4	Yes	Yes	Yes	Yes	Yes
5	Yes	Yes	Yes	Yes	Yes
6	Yes	Yes	Yes	Yes	Yes
7	No	Yes	No	No	No

Emails Attached for Minutes.