

City of Decorah
Sustainability Commission
July 21, 2020 – 5:00pm
Meeting Minutes

Electronic meeting pursuant to Iowa Code section 21.8 – In circumstances where such a meeting is impossible or impractical due to concerns about COVID-19 and social distancing for the safety of commission members and the public.

In support of Iowa Governor Kim Reynolds' proclamation declaring a State of Public Health Disaster Emergency in Iowa, the current COVID-19 situation makes it "impossible and impractical" to meet in one location. Due to this the Decorah City Hall was partially closed to the public for the July 21, 2020 Sustainability Commission meeting. Seating was limited to ensure distancing. The public was invited to participate via electronic means.

Members present included: Michelle Barness, Ben Grimstad, Molly McNicoll, Brent Parker, Ann Mansfield, Jeremy Leitz, and Jim Martin-Schramm.

Others present: Council Liaison Emily Neal and City Manager Chad Bird.

Consider election of Chair

There was general discussion regarding chair and commission leadership. Bird noted a chair is to be elected at least annually.

Motion by Grimstad and second by Mansfield to appoint Martin-Schramm as chair.

Roll call vote: Ayes, unanimous.

Motion passed.

Review of rules, regulations, open meeting requirements

Bird reviewed various rules and laws governing Iowa's open meetings and open records laws. He noted he would serve as the Commission's staff liaison and would assist with compliance.

Discussion of commission's charge and duties

1. Commission meeting date and time

There was general discussion regarding meeting times for regular commission meetings.

The commission agreed to meet on the third Wednesday of each month at 5:00pm.

Date for future meetings were set for:

August 19

September 16

October 21

November 18

December 16

Review of Sustainability plan

There was general discussion regarding the Plan and the eight topic / subject matter areas.

Martin-Schramm suggested commission members break in to teams and take subject areas to develop the topic out for full discussion and development through a schedule for the remainder of the calendar year.

He asked the commission to think of their topic area; what are the 2020 tasks that need development, and what will it take to accomplish them.

Parker noted he like this approach and Barness agreed, it is a good way to work through the Plan.

It was agreed members would break into groups as noted:

Energy	Martin-Schramm / Grimstad
Transportation	Barness / Mansfield
Zero Waste	Parker / Leitz
Econ Dev	Grimstad / Martin-Schramm
Communication / Education	Mansfield / Parker
Social Sustain	Parker / Mansfield / McNicoll
Land Use	McNicoll / Leitz
Air and Water	Barness / McNicoll

Martin-Schramm asked each team to think about how to prioritize tasks and prepare thoughts for a work plan for the remainder of the year.

He asked comments and thoughts be compiled and submitted back to him by August 12.

The commission discussed setting up a Google Drive and Bird agreed to arrange for such.

Neal noted that all plan tasks, and the Plan itself was set up and approved in a pre-COVID world. She noted this may necessitate a longer time horizon for implementation.

It was noted all future meetings (during COVID) would be ZOOM based.

Other business

There being no other business, the meeting was adjourned at 6:10pm by Barness / Grimstad.

Respectfully submitted,



Chad A. Bird
City Manager