

# F FRIENDS OF CLAYTOR LAKE FOCL C L



## 2012 Clean Up Report



The Friends of Claytor Lake, inc.

March 15, 2013

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# History:

## FOCL

The Friends of Claytor Lake (FOCL's) mission statement states FOCL is dedicated to preserving and protecting the quality, sustainability, and tranquility of the environment of Claytor Lake for all. FOCL obtained 501(c)(3) status in 1999 initially and permanently in 2005. Clean up is an integral part of our mission.



## History & Equipment

In 1992 FOCL began clean up in response to Peak Creek becoming blocked by debris and running red in color. FOCL began with volunteers and open boats hauling out trash and debris.

These dedicated few evolved into a major operation through the dedicated efforts of many volunteers and partners. In 2012 our current effort included a four person crew working

with 2 barges holding roll-off dumpsters, a conveyor sitting atop a third barge, small salvage boat, and a small v-hull fishing boat.

The crew works in the water with chain saws clearing woody debris and trash from the shore. The crew saws up large debris, using the conveyor to load it into the dumpster roll-offs, which are later emptied by truck at 3 separate unloading areas. Trash, tires, and other objects are raked out, picked up and bagged, and transported to county landfill facilities provided by Pulaski County.

Clean up is funded from many sources including Pulaski County, American Electric Power, and FOCL donations from a variety of sources. Clean up at Claytor Lake serves 1700 lake affected residents along with the estimated 453,743(1) visitors to the Claytor Lake State Park and public boat landings plus those from private marinas annually. The average dumpster roll-off weighs an estimated 15 tons with water logged woody debris. In addition, 100 trash bags equals a full roll-off at an estimated 4-5 tons.

## Previous Year Totals:

2011: 234.5 Roll-Offs, 388 Trash Bags, and 86 Tires

2010: 209 Roll-Offs, 294 Trash Bags, and 52 Tires

2009: 103 Roll-Offs, 646 Trash Bags, and 123 tires

Each year is accompanied by other abandoned docks, appliances, barrels, styrofoam, and other miscellaneous items. This was accomplished at a cost of \$31 per ton.

More complete information is available on our website [www.focl.org](http://www.focl.org).



# 2012 Clean Up Work:

## Learning Curve:

This past year should be regarded as the learning & maintenance year. Clean up began slowly suffering a broken conveyor which took over a month to repair. FOCL experienced additional changes with a new President and Executive Director.

The conveyor motor is from the 1940s with parts non-existent and required machined manufactured parts for repair. The conveyor had been broken at the end of 2011 and the FOCL Board of Directors were not made aware of this issue. Challenges, such as this, have been a priority of FOCL's to minimize moving forward. The 2011-2012 winter environment gave Claytor Lake fewer challenges in the way of excess debris. More complications arose as Clean Up was underway in early summer 2012 involving our conveyor and our small boat motors. One motor required repair and another was unfortunately stolen from our platform.

In 2012 FOCL began development of job descriptions(2) and structure of the clean up crew in order to move forward with more precise direction and management. This led to the eventual change in structure of our overall clean up crew. Our Clean Up Supervisor, a paid position, was eliminated and part of these duties were absorbed by a Board member as a Clean Up Coordinator, a volunteer position. The other duties were absorbed by the Clean Up Crew Foreman and Boat Operator. A position of Assistant Clean Up Foreman/Boat Operator was added to bring more stability to the crew. The elimination of the Supervisor position allowed FOCL to add another crew member in efforts to catch up to our clean up goals for 2012.

The new job descriptions are more reflective of the actual duties being performed and enable us to set specific goals and expectations for our crew and clarify chain of command. They also are a cost savings from the previous hierarchy. Prior to this year, there were no clearly defined descriptions for jobs of our clean up crew. FOCL also had our crew attend and pass the U.S. Coast Guard Boater Safety Training bring them into compliance with Virginia state boater safety operation laws.



Despite 2012 setbacks FOCL had a very productive year in 2012. We received a donation from Conrad Brothers Marine of a flat bottom jon boat which will be much safer in working shallow areas with smaller debris. FOCL is always indebted to equipment donations such as a boat trailer or yearly heavy equipment donations from H.T. Bowling. FOCL began 2012 with 3 pull out sites on Claytor Lake. 1 owned by AEP at Big Hole Hollow, one public launch by Pulaski County at Harry DeHaven Park, and one owned by a private land owner just below Lowman's Ferry Bridge. Debris from Harry DeHaven was trucked to our site at Big Hole Hollow for staging and burn control. Staging and burn control was also preformed on our private property location through the Metz family.



## Clean Up Day 2012

FOCL sponsored our first annual Clean Up Day, encouraging residents and lake users to participate in clean up non-woody debris lake wide on Saturday August 4, 2012. We placed 12 trash dumpsters on the lake ready to receive trash that collected by participants in our designated bags. In addition the FOCL Miss Pulaski County was out on the lower lake collecting trash from boaters and a FOCL Pontoon above the bridge. FOCL handed out free tote bags and ice cream coupons to boaters and participants dropping off trash at any of the dumpster sites or clean up boats. Virginia Department of Water Quality provided trash bags and training materials for volunteers.

- **48 - bags of trash**
- **5 - Tires**
- **9 - Pieces of styrofoam**
- **3 - Chairs**
- **2 - Plastic Barrels**
- **1 - Plastic trash can**
- **1 - piece of plywood**
- **1 - Broken Canoe**
- **1 - Wheel**





FOCL also utilized neighborhood resources by recruiting “captains” of their neighborhood on the lake. These captain also coordinated neighborhood volunteers and dump off locations as well as supplying bags and other material.

- **Little Wytheville - Amy Hunter**
- **Blackberry Lane - Jim Kelly**
- **Lakeridge & Waterfront Farms - Tom Kullis**
- **Peak Creek - Chris Meade & Todd Brewster**
- **Cecil's Chapel - Larry Bandolin**
- **Cabinland & Shadowlands - Virginia Ash**
- **LakeView - Larry Moore**
- **Claytor Lake Estates - Jackson Beamer**
- **The Cliffs & Redwood - Judy Nelson**
- **Woods on the Lake - Felts Hollow - Smith Hollow - Cheri & Bob Strenz**
- **Hidden Valley - Fran Baldwin**
- **Texas Hollow - Sara Metcalfe**
- **Twin Coves - Stu Vaught and Chuck Long**
- **Merry Point - John Johnson**
- **Lakeland - Bill Cunningham**
- **Dublin Hollow & Roseberry Hollow - Laura Walters & Jeff Arnold**



Dumpster locations were provided by Pulaski County and manned by volunteers in the following locations:

- **Allisonia - Brian Bongard**
- **Lowman's Ferry Bridge - Cheri & Bob Strenz**
- **Rock House Marina - Deborah Pepe**
- **Claytor Lake State Park - Laura Bullard & Ranni Akers**
- **Hidden Valley - John Johnson & Mike McCloud**
- **Harry DeHaven Park - Larry Moore & Jackson Beamer**

FOCL had many groups participating in our Clean Up Day including the Sea Scouts and Tim Ritchey, Chris Doss and the Claytor Lake State Park, Claytor Lake Watersports and Johnny Garrett, Coast Guard Auxiliary Flotilla 83 and Dave Gruber, Mike Burchett and the Rockhouse Marina, Conrad Brothers Marina, Pulaski County, Ronnie Nichols and Peter Huber, Claytor Lake Fishing Group and Scott Cook, The Boy Scouts of America and Chris Dempsey, Blue Ridge Jet Ski Club and Dennis Jones, Waterway Cafe and Danny Morris, and the National Committee for the New River and the FOCL Clean Up Crew. In addition many residents and lake users did the work of cleaning up. Lastly the FOCL Communications, Education and Public Information and Environmental Committees were instrumental in organizing, advertising, and publicizing this event. We estimate 100 participants helped with the clean up. Our lake wide Clean Up Day is scheduled for June 29, 2013.



## 2013 Logistics:

For several years, FOCL has benefited from the authorized use of the Metz Property across the lake from Lizard Lodge Hollow. The Metz family, mid-summer, requested the property no longer be used by FOCL for debris removal and FOCL restored the property to its original condition and removed the abutment used for roll-off access. This leaves FOCL with 2 access points for 2013 at Big Hole Hollow and Harry DeHaven. Debris removal from Harry DeHaven can be trucked to the Big Hole Hollow site for storage and burn

control. FOCL is actively seeking additional sites including possible sites above Lowman's Ferry Bridge. Identifying possible sites above Lowman's Ferry Bridge for an abutment and debris storage would provide FOCL the opportunity to begin more extensive service of clean up above



**Abutment at Harry DeHaven being repaired for 2013**

the bridge and around the Little Wytheville and Blackberry Lane areas. Our current equipment is unable to pass under Lowman's Ferry Bridge to service the upper portion of Claytor Lake. Roll-offs would require removal from the barges and reloading in an area above the bridge. The conveyor can be adapted to transport under the bridge. Servicing the upper lake would also require a licensed driver for our roll-off trucks to transport debris from our barges to a designated staging area. We are currently working with

Pulaski County to have our Foreman trained for a CDL. Servicing the upper part of Claytor Lake would also aid in preventing siltation build up in areas. Larger debris gets lodged into shoaling areas in the upper lake and starts to collect moving silt from the inflow.

## Equipment:

FOCL needs additional equipment to facilitate a more extensive clean up program. One of our current barges is open in the front and can not safely transport a roll-off. Conditions can easily cause this barge to be a safety hazard to our crew and we are looking to replace it. Another barge would also be of use to operate and transport a small "extended reach" knuckle boom. This would serve a multitude of functions for our clean up program, allowing us to minimize possible injury due to work conditions, extend our working season, and access more difficult areas of the lake that need clean up, and have better responses to weather events as seen at the start of this year.







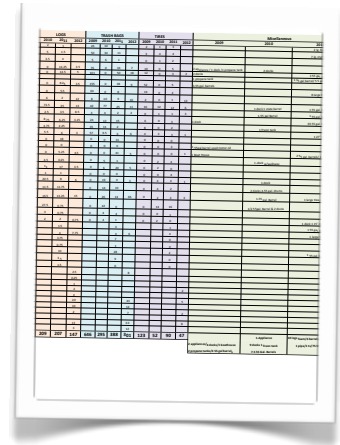
**Installed Barriers:**

As part of our agreement with the Metz family and in recognition of the years of service they provided the use of their property for unloading, storage, and burn control of debris. FOCL along with Virginia Department of Game and Inland Fisheries, American Electric Power, and materials donated by Bondcote Corporation and Therma-Steel, constructed a cove floating barrier to help prevent future debris deposits along the property.

**2012 Clean Up Results:**

Clean up in 2012 accomplished removal of **147** loads of woody debris weighing approximately **2,318** tons total, **301** bags of trash weighing approximately 3 tons, 46 tires (some with wheels), 4 docks, 5 logs, and 3 55 gallon barrels. 24 locations were cleaned on Claytor Lake with the addition of 11 new sites previously not serviced. (reference #33-#43 on 2012 Clean Up Spreadsheet). This accumulated in a total expenditure of **\$77,163.46** and **\$34.95 cost per ton** for our 2012 Clean Up Program.

The crew worked in the water from June 12th through October 31st. The abbreviated work period was again due to equipment problems at the beginning of 2012 season.



**2012 Clean Up Expense Breakdown**

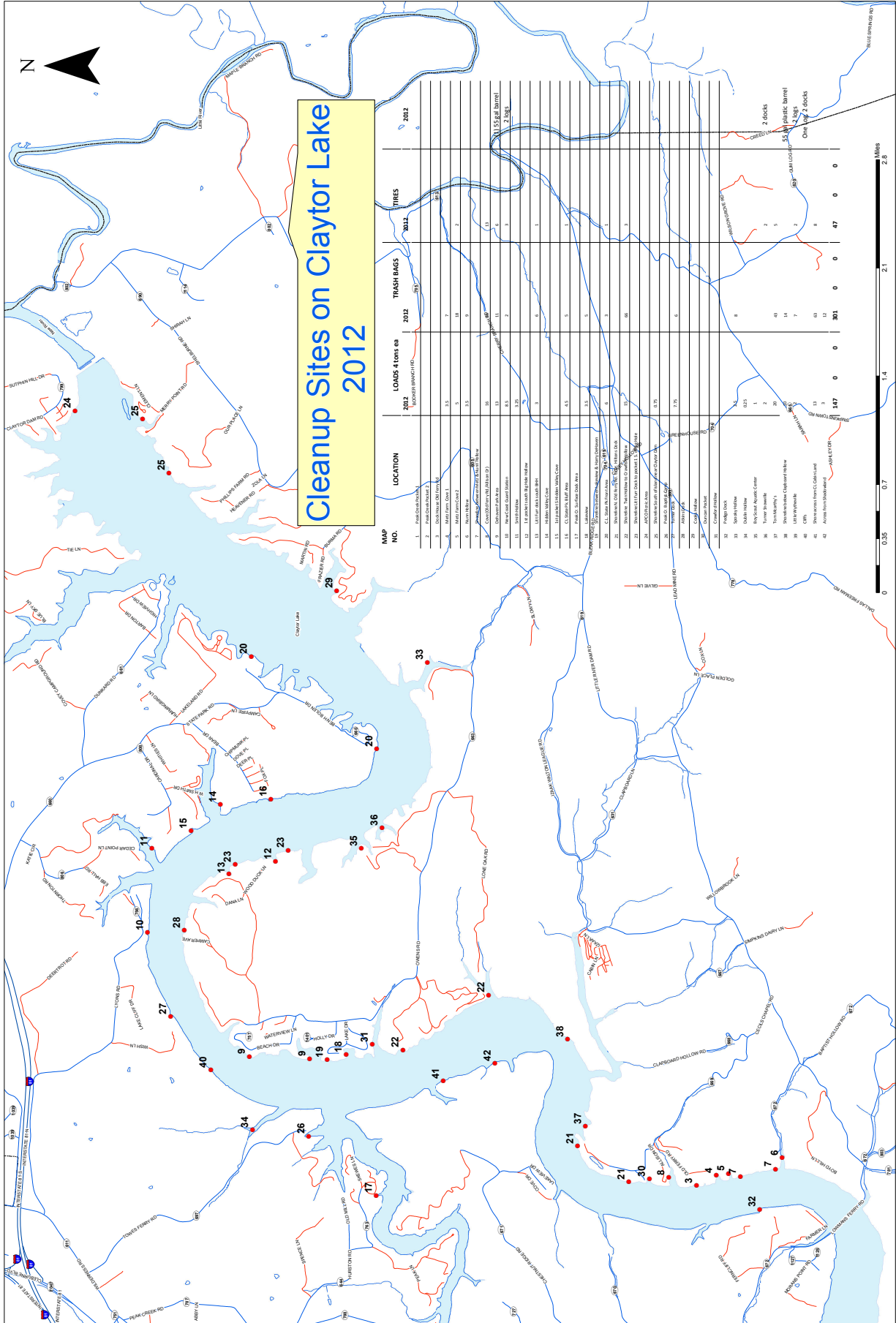
CATEGORY	EXPENDITURES	TOTAL
Repairs	\$ 6,052.91	
Parts	\$ 2,413.86	
Gas	\$ 777.52	
Payroll	\$ 28,802.23	
Supplies	\$ 1,926.94	
	Total: \$	39,973.46
Pulaski County	Total: \$	37,190.00
	Total Clean Up:	\$77,163,46

**2012 Clean Up Hours**

MONTHS	HOURS
April	101.00
May	383.00
June	657.50
July	668.00
August	845.50
September	570.50
October	609.50
November	581.50
December	96.00
Total:	4,512.50



LOCATION		Logs	Bags	Tires	Misc
		2012	2012	2012	2012
1	Peak Creek Pocket 1				
2	Peak Creek Pocket 2				
3	Dock House Old Ferry Rd				
4	Metz Farm Cove 1	3.5	7		
5	Metz Farm Cove 2	5	18	2	
6	Nunn Hollow	3.5	9		
7	Shoreline between Metz & Nunn Hollow				
8	Cove (Old Ferry Rd./Allison Dr)	16	16	13	
9	Dehaven Park Area	13	11	6	(1) 55 gal barrel
10	New Coast Guard Station	8.5	2	3	2 logs
11	Smith Hollow	3.25			
12	1st pocket south Big Hole Hollow				
13	Litt Furr dock south BHH	3	6	1	
14	Hidden Valley Cove				
15	1st pocket S Hidden Valley Cove				
16	CL State Pk. Bluff Area	4.5	5	1	
17	Peak Cr. Surface Dock Area				
18	Lakeview	3.5	5		
19	Shoreline between Lakeview & Harry DeHaven				
20	C.L. State Pk Front Area	6	3	1	
21	Shoreline N. Old Ferry Rd. to Dr. Hiltons Dock				
22	Shoreline Twin Hollow to Crawfish Hollow	15	66	3	
23	Shoreline Litt Furr Dock to pocket 1 S. of Big Hole				
24	APCO Picnic Area				
25	Shoreline South of island near Claytor Dam	0.75			
26	Peak Cr. Baptist Camp				
27	Turner Dock	7.75	6		
28	Atkins Dock				
29	Cooks Hollow				
30	Duncan Pocket				
31	Crawfish Hollow				
32	Pedigo Dock				
33	Spooky Hollow	2.5	8		
34	Dublin Hollow	0.25			
35	Boy Scout Aquatic Center	1			
36	Claytor Cove	2		2	2 docks
37	Tom MCarthy's	20	43	5	
38	Shoreline below Clapboard Hollow	10	14		55 gal plastic barrel
39	Little Wytheville	2	7	2	2 logs
40	Cliffs				One Log, 2 docks
41	Shore across from CL Cabin Land	13	63	8	
42	Across from Shadowland	3	12		
		<b>147</b>	<b>301</b>	<b>47</b>	<b>5 - Logs / 4 -Docks / 2 - 55 gal Barrels</b>



# Appendix: Job Descriptions

## **CLEAN UP COORDINATOR**

**DUTIES: SUPPORT THE FRIENDS OF CLAYTOR LAKE, MISSION, VISION, STRATEGIC PLAN, GOALS AND MANAGEMENT DECISIONS.**

- Maintain copies of employee records/files; conduct meetings and represent clean-up crew at internal and external meetings
- Develop or update job descriptions and performance expectations, identify essential functions, knowledge, skills, and abilities required.
- Insure effective employee/labor relations; create ethical, non-discriminatory and safe work environments, establish effective communication lines; identify and solve employee problems; manage conflict, and respond to grievances.
- Accept resignations, initiate terminations and process layoff actions in consultation with Executive Director. Provide Executive Director with all information necessary to complete termination paperwork and requirements.
- Work with Clean Up Crew Foreman/Boat Operator to determine route and scheduling of clean up areas.
- Assist Clean Up Crew Foreman/Boat Operator in obtaining all necessary equipment and repairs for the lake debris removal/cleanup operation.
- Maintain inventory of all equipment and materials.
- Maintain clean up record totals with assistance of Crew Foreman/Boat Operator.
- Review time sheets, approve overtime and leave requests, and verify payroll expenditures, billing and other expenditures with Crew Foreman/Boat Operator and Executive Director . Insure receipts are submitted monthly to Executive Director for reimbursement. No funds in excess of \$500 may be encumbered without Board approval.
- Coordinate payroll and paycheck distribution with Pulaski County. Pick up pay checks and distribute to FOCL employees. .
- Provide copies of employee time sheets to Executive Director monthly as requested.
- Participate with Clean Up Crew Foreman/Boat Operator and Assistant Foreman/Assistant Boat Operator in crew training and meetings as necessary. Maintain safety meeting attendance logs.
- Assist Clean Up Crew Foreman/Boat Operator in obtaining equipment and supplies as requested.
- Insure in clean up that all attached trees are to be left for fish habitat. Follow all AEP Guidelines and not disturb lake bottom. Debris is not removed from lake bottom.
- Order supplies with approval of the Executive Director or President. No purchase may be made over \$500.00 without Board Approval. Receipts must be turned in to Executive Director monthly.

This is a volunteer Board Member position.

## **EXECUTIVE DIRECTOR**

Duties related to Clean Up

**DUTIES; SUPPORT THE FRIENDS OF CLAYTOR LAKE, MISSION, VISION, STRATEGIC PLAN, GOALS AND MANAGEMENT DECISIONS.**

- Manage the Employee hiring process.
- Insure background checks and drug testing are obtained before hiring a candidate for employment.
- Interview and hire FOCL employees with consultation from the Clean Up Coordinator.
- Maintain employ files and records.

## **CLEAN UP CREW FOREMAN/BOAT OPERATOR**

**DUTIES: SUPPORT THE FRIENDS OF CLAYTOR LAKE, MISSION, VISION, STRATEGIC PLAN, GOALS AND MANAGEMENT DECISIONS.**

- Supervise clean-up crew daily operation on job to insure employee safety and maximum productivity.
- Operate Boat and equipment insuring safety of all crew.
- Insure proper use and maintenance of all equipment, keeping in good working order, and notifying Clean Up Coordinator of any issues and/or needed repairs. Insure securing of equipment at the end of each work day.
- Maintain daily clean up totals by lake location and provide to Clean Up Coordinator weekly.
- Notify Clean Up Coordinator of all employee hours daily.
- Advise Clean Up Coordinator of fuel, water, and other equipment needs and repairs daily.
- Conduct inventory of FOCL equipment and materials on work boat and barges, providing copy to Clean Up Coordinator.
- Report any employee issues and/or injuries immediately to Clean Up Coordinator.
- Provide regular updates to Clean Up Coordinator, Executive Director, and President or FOCL Board as requested.
- Complete DGIF approved Boater Safety Course and have certificate available when operating boats per DGIF regulations.
- Insure upkeep and maintenance of Pulaski County vehicle for use in clean up transport.
- Determine clean up routes and scheduling in cooperation with the Clean Up Coordinator.
- Insure in clean up that all attached trees are to be left for fish habitat. Follow all AEP Guidelines and not disturb lake bottom. Debris is not removed from lake bottom.
- Other duties as requested by Clean Up Coordinator, Executive Director, President, or FOCL Board. Must perform duties as outlined job description assuring compliance with county policies, and laws to create a cooperative, safe, respectful, and quality work environment. Lifting of 50 pounds, stooping, bending, and crouching ability required. Completed or willingness to complete Boater Safety Course. Must have valid driver's license. This is a full time temporary position through Pulaski County, supervised by FOCL. Reports to Clean Up Coordinator.

## **CLEAN UP CREW ASSISTANT FOREMAN/BOAT OPERATOR**

### **DUTIES: SUPPORT THE FRIENDS OF CLAYTOR LAKE, MISSION, VISION, STRATEGIC PLAN, GOALS AND MANAGEMENT DECISIONS.**

- Supervise clean-up crew daily operation to insure employee safety and maximum productivity.
- Obtain fuel, drinks, and other supplies and deliver to clean up crew at work locations as needed.
- Assist Crew Foreman/Boat Operator in performing safety training with crew and observe crew regularly to insure procedures are followed.
- Provide leadership for clean-up crew, making decisions solving problems, and developing procedures in conjunction with Crew Foreman/Boat Operator, Clean Up Coordinator and Executive Director.
- Operate Boat and equipment insuring safety of all crew.
- Perform all duties of reporting, production, crew time, etc to Clean Up Coordinator in absence of Crew Foreman/ Boat Operator.
  - Assist Crew Foreman/Boat Operator in conducting inventory of all FOCL equipment and materials.
  - Insure upkeep and maintenance of Pulaski County vehicle for use in clean up transport.
  - Insure in clean up that all attached trees are to be left for fish habitat. Follow all AEP Guidelines and not disturb lake bottom. Debris is not removed from lake bottom.
  - Complete DGIF approved Boater Safety Course and have certificate available when operating boats per DGIF regulations.
- Other duties as requested by Clean Up Coordinator, Executive Director, President, or FOCL Board. Must perform duties as outlined job description assuring compliance with county policies, and laws to create a cooperative, safe, respectful, and quality work environment. Lifting of 50 pounds, stooping, bending, and crouching ability required. Completed or willingness to complete Boater Safety Course. Must have valid driver's license. This is a full time temporary position through Pulaski County, supervised by FOCL. Reports to Crew Foreman/Boat Operator and Clean Up Coordinator.

## **CLEAN UP CREW**

### **DUTIES: SUPPORT THE FRIENDS OF CLAYTOR LAKE, MISSION, VISION, STRATEGIC PLAN, GOALS AND MANAGEMENT DECISIONS.**

- Remove up trash and woody debris from lake utilizing chain saws and other equipment, utilizing correct safety procedures.
- Bag trash, load and unload debris from barges.
- Maintain equipment reporting any safety issues or malfunctions to Crew Foreman/Boat Operator.
- Assist in burning woody debris removed from lake.
- Complete DGIF approved Boater Safety Course within 1 year from hire date.
- Other duties as requested by Clean Up Boat Operator, Foreman, or Coordinator. Must perform duties as outlined job description assuring compliance with county policies, and laws to create a cooperative, safe, respectful, and quality work environment. Lifting of 50 pounds, stooping, bending, and crouching ability required. Completed or willingness to complete Boater Safety Course. Must have valid driver's license. This is a full time temporary position through Pulaski County, supervised by FOCL. Reports to Clean Up Crew Foreman/Boat Operator and Assistant Foreman/Boat Operator.