

**CITY OF MENASHA
SUSTAINABILITY BOARD
Common Council Chambers
140 Main Street, Menasha**

Tuesday, January 19, 2010

MINUTES

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

Present: Chris Bohne, Sadie Schroeder, Mike Dillon, Jill Enos

Also Present: Mayor Merkes, Greg Keil, Kathy Thunes

Excused: Linda Stoll, Roger Kanitz

**C. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE SUSTAINABILITY BOARD
(five (5) minute time limit for each person)**

D. MINUTES TO APPROVE

1. [Sustainability Board minutes, 12/19/09](#)

Motion by Becky Bauer to approve the minutes of the 12/19/09 Sustainability Board meeting, seconded by Sadie Schroeder.

The motion carried.

E. COMMUNICATIONS

1. [Notes from meeting with Paul Burdon, 1/8/10](#)

This item is to return on the next agenda for a report from Roger Kanitz and/or Linda Stoll.

2. [WPPI Energy press release, 12/10/09; WPPI Energy announce grant opportunities for net zero energy homes](#)

3. [Answers to Energy Questions event](#)

4. [Sustainable Communities Public Policy Forum](#)

This item is to return on the next agenda for a report by Roger Kanitz.

5. [Communication from Roger Kanitz regarding miscellaneous agenda items](#)

F. DISCUSSION ITEMS

1. [Sustainability Board input on Comprehensive Plan Review](#)

Board members are to forward comments on the Comprehensive Plan Sustainability Assessment Worksheet to Greg Keil by February 2.

2. City wide energy efficiency planning (25x25 Plan)

Board members discussed establishing baseline energy consumption fore the 25X25 plan. Staff is to determine the base year to be used to set the benchmark.

3. [Green and Healthy Schools Program \(Becky Bauer\)](#)

Beck Bauer reported that Menasha High School has applied to Green & Healthy Schools. School district staff is to obtain training to develop and implement a plan.

F. DISCUSSION ITEMS, cont..

4. [Farm Fresh Market wrap up memo and proposed rules & regulations](#)

Board members discussed vendor criteria. The consensus was to give priority to WIC Certified Vendors, and encourage vendors to supply locally grown, organic, and locally made/sourced items. The Board suggested offering a 30 percent discount for seasonal vendors signing up by April 15.

G. ACTION ITEMS

1. Schedule planning session for 2010 Farmers Market

Kristin Sewall is to set up the meeting and provide notice to board members.

2. Schedule Sustainability Board Visioning Session

Greg Keil is to make arrangements with February 2 or 9 being the preferred dates. Becky Bauer offered Menasha High Facilities to conduct the session.

3. Set next regular meeting date

Meeting set for February 16, 2010

H. REPORT OF COMMISSIONERS & STAFF

1. Valley Transit Update (Roger Kanitz)

This information is contained in Roger's communication to the board.

2. Department TNS presentations/Sustainability training

Greg Keil reported that there had been no training in the past month.

3. [Sustainable Landscaping/Storm Water management options for proposed Fire Station #36](#)

It was the consensus of the board that this would be a good demonstration site for no-mow plantings and passive storm water management practices. Staff is to promote the inclusion of these practices into the final design.

4. Joint WI Rapids and City of Menasha First Impressions Program project (Linda Stoll)

Linda Stoll is to provide an update at the next board meeting.

5. [ECWRPC- Safe Routes to School Program](#)

Greg Keil reported on the meeting and stated that efforts are underway to put a working group together to initiate a plan with the assistance of the RPC.

6. [City of Menasha Green Procurement Policy – recommendation to Common Council](#)

Greg Keil reported that the policy is being formatted into the city's personnel policy for consideration by the Personnel Committee and Common Council.

I. ADJOURNMENT

Motion made by Sadie Schroeder, seconded by Chris Bohne to adjourn at 8:03 p.m.

Motion carried.

Respectfully Submitted by Greg Keil, Community Development Director