

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

DRAFT

Tuesday, October 19, 2010

MINUTES

A. CALL TO ORDER

Meeting called to order at 6:33 PM by Chairperson Linda Stoll

B. ROLL CALL

Present: Mike Dillon, Sadie Schroeder, Ed Kassel, Becky Bauer, Kathy Thunes, Roger Kanitz, Chris Bohne
Also Present: Greg Keil, Paul Van de Sand, Tom Kulczewski

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

Paul Van de Sand, Franklin Energies- Stated that based on their initial contacts, all but three businesses in the downtown are willing to do an energy assessment. They will also be doing assessments on 9 municipal buildings as well as the schools. Jennifer Guslick will be organizing an energy event for businesses at which assistance programs for energy assessments and energy assistance will be explained.

Tom Kulczewski , from the Menasha Joint School District explained the energy saving initiatives the district is undertaking. Thirty buildings will get an energy audit, and various energy saving technologies are being explored.

D. MINUTES TO APPROVE

1. Minutes of the [September 21, 2010](#) Sustainability Board Meeting

Motion by Mike Dillon, seconded by Kathy Thunes to approve minutes of the September 21, 2010 meeting. The motion carried.

E. COMMUNICATIONS

1. [Plan Commission Agenda for October 19, 2010 – Sustainable Neighborhood and Housing Design Presentation by Curt Biggar](#)

Greg Keil stated that the Sustainability Board is invited to attend a presentation by architect Curt Biggar on sustainable development design and passive house design.

F. REPORTS

1. ECOS Meeting – Fox Valley Home Builders Association Presentation on Green Building (Roger Kanitz)

Roger Kanitz and Kathy Thunes reported on the meeting. There was consensus that more interaction was needed with developers, bankers, homebuyers, realtors, home builders and communities for the application of green building concepts to become more widespread. Greg Keil is to contact FVHBA to find out how it intends to engage communities in its green building initiatives.

2. Valley Transit Survey (Roger Kanitz)

Roger Kanitz reported on possible route alternatives for the City of Menasha. Increasing the number of routes in the city would require greater cost participation by the city, or headways would need to be reduced from half hour to one hour. Kathy Thunes discussed socioeconomic indicators relative to the system.

G. DISCUSSION

1. Business Improvement District (Kathy Thunes)

This item was inadvertently placed on the agenda. No discussion took place.

H. ACTION ITEMS

1. [Ordinance Relating to the Keeping of Fowl \(Staff\)](#)

Greg Keil stated that this ordinance was being advanced to expand local food choices. The proposed ordinance is modeled after an ordinance that has been adopted by the City of Neenah. The city's Code Enforcement Officer felt that the ordinance is not restrictive enough in terms of the types of fowl that are permitted. Staff is to revisit this section of the ordinance and bring back a revised version tom the next meeting.

2. Earth Week Marketing (Kathy Thunes)

Kathy Thunes and Roger Kanitz agreed to compile a list of earth day/week/month activities. These are to be compiled into a brochure format and be distributed. Board members discussed the nature of the Sustainability Board's participation in the brochure.

Motion by Roger Kanitz, seconded by Mike Dillon for the Sustainability Board to lend its endorsement to the brochure identifying earth day/week/month events and activities. The motion carried.

3. [Sustainability Board Policy, Organization, and Functions](#)

Board members who haven't already done so are to send their comments/suggestions on the sustainability policy to Amy Kester.

Board members discussed including:

- Completing the baseline study
- Promoting Complete Street policies
- Reviewing the city's lighting ordinance related to dark sky considerations
- Interaction with the Plan Commission on policies/ordinances related to development
- Preparation of an annual report
- Developing a list of action items for 2011

I. ADJOURNMENT

Motion made by Mike Dillon, seconded by Becky Bauer to adjourn at 8:20 PM. The motion carried.

Minutes respectfully submitted by Greg Keil, CDD.