

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

**Tuesday, September 21, 2010  
6:30 PM**

**MINUTES**

**A. CALL TO ORDER**

1. The meeting was called to order at 6:33 by Chairperson Linda Stoll.

**B. ROLL CALL**

1. **Present:** Becky Bauer, Chris Bohnes, Mike Dillon, Roger Kanitz, Ed Kassel, Sadie Schroeder, Linda Stoll, Kathy Thunes.
2. **Also Present:** Community Development Director Greg Keil, Principal Planner Amy Kester.

**C. PUBLIC COMMENTS**

1. None.

**D. MINUTES TO APPROVE**

1. Kathy Thunes made and Mike Dillon seconded motion to approve the minutes from the June 15, 2010 and August 17, 2010 Sustainability Board meetings. The motion passed.

**E. COMMUNICATIONS**

**1. WI Solar Decade**

This item was submitted by Paul Van de Sand of WE Energies.

**2. WE Solar Water Heating Program**

This item was submitted by Paul Van de Sand of WE Energies. Linda Stoll requested that staff add links on the city's website relating to this and similar programs.

**3. UWEX Sustainability Training**

Interested board members were instructed to notify PP Kester regarding participation in the UWEX Sustainability Training.

**4. VHBA Green Building Presentation**

This presentation will be held at the ECOS-Fox Valley October 7, 2010 meeting from 6:30 to 8:00 pm.

**5. ECOS-FV and Earth Week 2011**

Kathy Thunes explained that ECOS-Fox Valley is looking for groups that might be interested in cooperative advertising for Earth Day activities (East Central will put together flyer). Board members discussed the city's role in Earth Day 2011. Mike Dillon suggested that the board should set a target of having the city's sustainability policy enacted by Earth Day.

## **6. The Passive House**

CDD Keil inquired if the board would be interested in hearing Curt Biggar's presentation regarding sustainable home design and neighborhood development. It was suggested that the city hold a joint Plan Commission and Sustainability Board meeting.

## **F. REPORTS**

### **1. Appointment of Ed Kassel to Sustainability Board**

Ed Kassel thanked the city for the opportunity to serve on the Sustainability Board.

## **G. DISCUSSION**

### **1. None**

## **H. ACTION ITEMS**

### **1. Sustainability Board Policy, Organization, and Functions**

Board members discussed the need for a sustainability vision for the city. Mike Dillon clarified that the sustainability policy was not a board policy, but rather a city policy. He provided a copy of the Town of Menasha's policy as an example. CDD Keil distributed copies of the city's resolution that established the Sustainability Board. Board members discussed the policy draft and the following issues:

- a. Need to address city operations;
- b. The need to add other topics in addition to economy, social equity, environment;
- c. The need for city leadership to be interested and committed to implementing policy; if there is no support outside of the Sustainability Board, no changes will happen;
- d. Recommendation to keep the policy short and focused on the most important issues;
- e. Whether the appropriate format would be a vision statement, a policy statement, or other;

The board members agreed that during the next four weeks they would review the draft document and submit recommendations to PP Kester for summary. The item will be placed on the next agenda. Members also discussed options for board structure, including reconfiguring into a standing committee, appointing a council member, or assigning Sustainability Board members to other city bodies. Board members also discussed opportunities and strategies to gain support for establishing and implementing city sustainability policies.

## **I. ADJOURNMENT**

1. Mike Dillon made and Roger Kanitz seconded a motion to adjourn at 8:22 pm. The motion carried.

*Respectfully submitted by Amy Kester, Principal Planner.*