

CITY OF MENASHA
Sustainability Board
Council Chambers, City Hall – 140 Main Street
September 20, 2011
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 6:35 p.m. by Linda Stoll.

B. ROLL CALL/EXCUSED ABSENCES

SUSTAINABILITY BOARD MEMBERS PRESENT: Paul Van de Sand, Chris Bohne, Kathy Thunes, Linda Stoll, Roger Kanitz, Mayor Merkes

SUSTAINABILITY BOARD MEMBERS EXCUSED: Becky Bauer, Ed Kassel

OTHERS PRESENT: CDD Keil, Dave Klumpp

C. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

1. No one spoke.

D. MINUTES TO APPROVE

1. Motion made by Kathy Thunes and seconded by Paul Van de Sand to approve the minutes of August 16, 2011. The motion carried.

E. COMMUNICATIONS

1. **Letter of resignation from Sadie Schroeder**

Motion made by Paul Van de Sand and seconded by Kathy Thunes to table the resignation letter until Chairperson Linda Stoll has an opportunity to speak with Sadie Schroeder.

F. REPORTS

1. **“River-Gen 1: Using Fox River flow for Off-Grid local EV charge stations – A Demonstration Project” (Ed Kassel)**

Paul Van de Sand reported on Ed Kassel’s pending report. There is potential for grant money through the Wis. Department of Administration. Paul also mentioned possible sources of funding for grant writing assistance and Federal money for industrial energy assessments.

G. ACTION ITEMS

1. **2011 – 2012 Sustainability Plan – Prioritizing Activities**

Baseline

- Energy consumption
- Preparation of Annual Report to the Common Council
- Preparation of an executive summary of energy consumption for building (Chris Bohne volunteered to prepare)
- Comparative assessment of energy consumption by building (Paul Van de Sand volunteered to prepare)

These items are to be completed by Complete by January 1, 2012

Environment – Vegetation Management

- Evaluation of vegetation management practices on city-owned properties.

Government

- Create council member appointment to the Sustainability Board
- Procurement Policy to be incorporated into personnel policy(ongoing)
- Consideration of impacts of city operations on stormwater and groundwater

Transportation

- Citizen engagement in bike/pedestrian planning & project implementation (Linda Stoll volunteered to coordinate)
- Transit/walkability (Roger Kanitz to consider initiatives)

Waste

- City recycling practices

2. **Acceptance of baseline assessment electric consumption**

Paul Van de Sand made, and Chris Bohne seconded a motion to accept the baseline assessment for electrical consumption by city buildings and facilities. The motion carried

H. **DISCUSSION**

1. **Potential partnership with City of Neenah & Town of Menasha Sustainability Boards**

Kathy Thunes stated that Catherine Neiswender was organizing a meeting of Fox Cities Sustainability Boards.

2. **Update on ECWRPC HUD Grant Application**

The consensus was that the Sustainability Board draft a letter in support of the grant. (Linda Stoll volunteered to do so).

3. **Walkability assessment**

Greg Keil presented the drawing that was assembled from the walkability assessment.

4. **Refuse and recycling trends**

Kathy Thunes volunteered to compare Menasha's recycling rates with other communities.

I. **ADJOURNMENT**

Motion made by Paul Van de Sand and seconded by Chris Bohne to adjourn at 7:50 PM.
The motion carried.

Minutes respectfully submitted by Greg Keil, CDD.