

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

**Tuesday, January 15, 2013
DRAFT Minutes**

A. CALL TO ORDER

Meeting called to order by Linda Stoll at 6:00 p.m.

B. ROLL CALL/EXCUSED ABSENCES

Present: Danielle Handler, Ed Kassel, Roger Kanitz, Linda Stoll, Kathy Thunes, Paul Van de Sand

Also Present: Mayor Merkes

C. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE SUSTAINABILITY BOARD

No one spoke

D. MINUTES TO APPROVE

1. Motion to Approve the November and December 2012 Sustainability Board minutes by Paul Van de Sand, seconded by Roger Kanitz, motion carried

E. Communications

1. Rodger Kanitz attended the Parks Board, requested further information regarding the Gilbert Site shoreline project for the Sustainability Board.
2. KathyThunes informed the group of a sustainability grant opportunity available through the Community Foundation. The deadline for application is January 31.

F. Reports

1. Ed Kassel provided synopsis of progress to date on the River-Gen project and described a checklist that is being developed for the project.

G. DISCUSSION

1. Updating Sustainability Board Website
Danielle presented some concept ideas as to how the website could be more useful and user friendly. Mayor Merkes will get additional information if the page could be developed at UW Fox and the file inserted by city employees or if it would need to be created at the city level.
2. Sustainability Board Annual Report and future work plan
Linda and Mayor Merkes met earlier today to develop a future work plan to present to the board. Four areas of emphasis would be Energy Reduction Goals, Active Communities, Waste Management, Bike/Ped funding best practices. Emphasis would be placed on best practices and goals to recommend to the common council based those practices others have used and how they related to maintaining neighborhood tax base and reducing costs.
3. Waste Management
Danielle presented the preliminary survey data that UW Fox students collected. The city was divided into six areas to provide a broad representation of the population. The students will present the final results at a future date as well as at the state capitol in spring. Committee members requested additional information from the city to assemble a recommendation to the common council at a later date, including: total tonnage of waste and recyclables collected, average per capita tonnage of waste and recyclables collected in the area, number of stops with each size refuse container, and any best practices for volume based refuse collection and automated recycling collection. Information regarding the drop off site use will also be provided to the committee.

4. Complete Streets/Active Communities

Active community assessments can be used as a tool to maintain and grow the image and tax base of the community by focusing resources on things that make the community attractive to potential residents. Linda has volunteered to work with department heads to complete the survey for the City of Menasha. The Town of Menasha has already completed the survey.

5. City of Menasha recycling event

Date has been set for spring event April 27th in both the City and Town of Menasha. There will also be events in Neenah May 4th and at the Habitat ReStore April 20th. All four locations will be open to Menasha residents.

H. ADJOURNMENT

Motion made by Paul Van de Sand and seconded by Roger Kanitz to adjourn at 7:45 p.m.

Motion carried.

Minutes submitted by Mayor Merkes