

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

**Tuesday, February 16, 2010**

**Minutes**

**A. CALL TO ORDER**

Meeting called to order by Linda Stoll at 6:40PM.

**B. ROLL CALL/EXCUSED ABSENCES**

Present: Mike Dillon, Sadie Schroeder, Linda Stoll, Chris Bohne, Jill Enos, Becky Bauer

Also Present: CDD Keil

Excused: Trevor Frank , Roger Kanitz

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

(five (5) minute time limit for each person)

None

**D. MINUTES TO APPROVE**

1. [Sustainability Board minutes, 1/19/10](#)

Motion made by Mike Dillon, seconded by Chris Bohne to approve the minutes of the 1/19/10 Sustainability Board meeting.

The motion carried.

**E. COMMUNICATIONS**

None

**F. DISCUSSION ITEMS**

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

Commissioners discussed the preliminary responses to the Comprehensive Plan Sustainability Assessment Tool and priorities. The creation of study circles focused on each of the nine comprehensive plan elements was also discussed. There was consensus that the Natural Step for Communities ought to continue to be used as a guide and that Board should continue its efforts to engage the city's department heads in discussions concerning sustainable practices and encourage their implementation. Green procurement, and reduced energy consumption were considered as the areas where the greatest short-term impact could be realized.

Greg Keil is to make arrangements for a presentation to department heads on techniques for reducing fuel consumption by city vehicles. Mike Dillon and Sadie Schroeder offered to assist with providing speakers to address this topic.

Copies of the proposed green procurement policies are to be emailed to Board members.

Greg Keil and Linda Stoll are to search for energy assessment tool models for city buildings. Becky Bauer is to provide information on the energy assessment methodology from the Green and Healthy Schools program.

2. Citywide Energy Efficiency Planning (25X25 Plan)

Commissioners discussed the need to begin working toward the goal established by the Resolution R-21-08 endorsing the goal of the city generating 25 percent of its energy needs through renewable energy sources by the year 2025.

Motion by Becky Bauer, seconded by Linda Stoll to recommend that Mayor Merkes establish a goal of driving out waste in City facilities and operations. The Board further recommends that the Mayor establish a goal for reducing energy consumption in city facilities. The Board requests that the Mayor consider a target of achieving a 10 percent reduction in energy consumption by 2011, using 2009 as a baseline as the metric for the energy reduction goal.

The motion carried.

2. [Sustainability Board Visioning Session – Outcomes and next steps](#)

Commissioners shared their thoughts on the visioning session and its outcomes. There was consensus that the Board should try to focus its efforts on manageable tasks, while not losing sight of long term goals. Development of an annual work plan is to be placed on the agenda for the next meeting.

G. ACTION ITEMS

1. [Support for Compost Demonstration Project at UW Fox Valley](#)

Greg Keil stated that the Community Garden Partnership was seeking support of the Sustainability Board for the establishment of a composting/soil production demonstration project at the UW Fox Valley campus.

Motion by Sadie Schroeder, seconded by Linda Stoll for the Sustainability Board to endorse a letter of support for the project.

The motion carried.

2. Schedule planning session for 2010 Farmers Market

Greg Keil reported that Kristin Sewall will send a notice to Board members when the session has been scheduled.

3. Set next regular meeting date

Next meeting set for March 16, 2010 at 6:30 p.m.

H. REPORT OF COMMISSIONERS & STAFF

1. Valley Transit Update (Roger Kanitz)

No report.

2. Department TNS presentations/Sustainability training

Greg Keil stated that there was no training in the past month. A session on reducing fuel consumption is to be scheduled for the March department head meeting.

3. [Report on meeting with Paul Burdon, 1/8/10](#)(Linda Stoll and Roger Kanitz)

Notes from the meeting with Paul Burdon are to be distributed via email to Board members.

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

No report.

I. ADJOURNMENT

Motion made by Mike Dillon, seconded by Chris Bohne to adjourn at 8:26p.m.

The motion carried.