

**CITY OF MENASHA
Sustainability Board
Council Chambers, City Hall – 140 Main Street
December 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, Linda Stoll, Roger Kanitz, Ed Kassel

SUSTAINABILITY BOARD MEMBERS EXCUSED: Kathy Thunes

OTHERS PRESENT: CDD Keil, PP Homan, Mayor Merkes.

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

1. No one spoke.

D. MINUTES TO APPROVE

1. Motion made by Linda Stoll and seconded by Paul Van de Sand to approve the minutes of November 15, 2011. The motion carried.

E. COMMUNICATIONS

Linda Stoll indicated that ECWRPC did not receive the HUD Sustainable Communities grant, nor did anyone else in Wisconsin. However, it was the only entity in the state to receive Preferred Community Status, which provides additional points for other HUD grant applications.

Linda Stoll indicated that she had discussions with NEWERA regarding the needs of business and industry, and tying higher education “sustainability” training to their needs.

F. REPORTS

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

Ed Kassel described the steps he’s taken since the last board meeting to further explore the potential for an off-grid hydro-powered electric vehicle charge station in Menasha. These include:

- preliminary work on location, site surveying, and picture taking;
- meeting with an interested property owner with river frontage;
- preparing an abstract on the concept for the Green Summit;
- securing a 20+ year old study conducted by Menasha Utilities on hydro-electric power generation; and
- contacting two manufacturers of small-scale hydro-electric generators; no responses have been received to date.

Roger Kanitz suggested making calls to WDNR to determine what permits are required. CDD Keil stated that he would send contacts for the WDNR water regulation and zoning staff.

A general discussion occurred regarding potential buildings that already have water flowing under them as potential locations for good river flow. Buildings identified included Sonocco, Whiting, and Gilbert.

Mayor Merkes indicated that WPPI is currently offering incentives for electrical vehicles, which could fit well with this project if implemented.

2. **City electric use baseline study (Paul Van de Sand)**

Chris Boehne provided the board with an overview of federal data on average energy usages for building types in the Midwest based on BTUs. He also compared City of Appleton facilities to Menasha Facilities. It appears as if Menasha's facility usages are comparable to federal data and Appleton averages.

Paul Van de Sand explained his methodology for conducting a baseline assessment for Menasha municipal facilities. Facilities were categorized as year round and seasonal. The intent is to use this baseline to help measure what energy efficiency projects are able to achieve in energy savings moving forward. He would like to use January's Sustainability Board meeting to add gas to the baseline and convert all facilities to BTUs/square foot. He will be prepared to do a presentation to the Common Council in February.

3. **Ecos-FV (Roger Kanitz)**

Roger Kanitz described the efforts of Ecos-FV to develop a sustainability video clip library. The Town of Menasha is willing to tape programs on sustainability and air them after their Plan Commission meetings on public access TV.

4. **Community web-site status (Roger Kanitz)**

Roger Kanitz provided an update on the plans for the Ecos-Fox Valley community website. It will be a resource for communities to share resources and events related to sustainability. UW-Extension is preparing an online survey to help gather community information. Maintenance and funding of the site will need to be considered in the future.

5. **Meeting with Town of Menasha Sustain Committee (Roger Kanitz)**

Roger Kanitz met with the Town's sustainability committee and learned they would like to work with the City on an electronic recycling program. They currently have two events, with the next one set for April, 2012.

Roger Kanitz also mentioned that the Town is planning a Saturday farmer's market at their municipal building. PP Homan suggested they get in contact with Kristin Sewall who runs the City's Thursday market for advice.

G. ACTION ITEMS

NONE

H. DISCUSSION

1. **Earth Day Recycling Event**

The Board discussed a potential partnership with the Town of Menasha for an Earth Day electronic recycling event, and where potential pickup locations could be. There was a general consensus that a location on the east side of the river was necessary and could serve both Town and City residents. The Board decided they needed to know the following before proceeding:

- Who will coordinate/staff the event;
- Where will the recycling location(s) be;
- How long of a time period will the recycling event last;
- What kinds of electronic recycling can be accepted;
- What will the cost be to the City and/or Town to administer the event.

I. ADJOURNMENT

Motion made by Paul Van de Sand and seconded by Chris Bohne to adjourn at 8:08 PM.
The motion carried.

Minutes respectfully submitted by Kara Homan, PP.