

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

Tuesday, November 18, 2008

Minutes

A. CALL TO ORDER

Meeting called to order at 6:30 PM by Linda Stoll

B. ROLL CALL/EXCUSED ABSENCES

Present: Linda Stoll, Roger Kanitz, Becky Bauer, Trevor Frank, Mike Dillon

Also Present: Mayor Merkes, Bill Schultz

Excused: CDD Greg Keil

**C. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE SUSTAINABILITY BOARD
(five (5) minute time limit for each person)**

No public comments were made

D. MINUTES TO APPROVE

Moved by Roger Kanitz, seconded by Becky Bauer to approved minutes of 10/14/08.

Motion Carries.

E. COMMUNICATIONS

1. UW-Extension, Webinar Series: Focus on Sustainability

Linda commented that the UW Extension Sustainability series runs through next year; we can contact C. Neiswender for how to get to this information electronically for down-load and review.

F. DISCUSSION ITEMS

1. Lt. Governor's Climate Change conference – Menasha Team

Mayor Merkes will contact 2 city and 1 school representatives to fill out the City of Menasha Team that will attend the Lt Governor's Climate Change Conference. Linda Stoll explained the need to have City officials attend Dec 12th conference who can implement changes in the City Operation.

2. City Department TNS Presentations/Sustainability Policy

Sustainability brochure developed by Community Development needs to be revised to properly reflect charter of our board based on the resolution that the council passed; Becky Bauer and Linda Stoll agreed to make suggestions on this. Our charter is to first help the City develop a city-wide sustainability plan using the Natural Step for Communities and the UW Extension Sustainability Toolkit as guides. Secondly it is to advise the City on sustainability actions that help implement the goals of the plan. It was suggested that we place the topic of the training of city staff as an item for discussion at our next meeting. Suggestions were made to place TNS training in the education budget for the city for '09 and potentially develop an on-line training program to make it easier for staff to use. The Departments of Public Works, Community Development and Parks were targeted for this training.

3. Pool Baseline Study-Approach and Timetable
Becky Bauer is continuing to develop the pool usage survey with her students. Baseline report is due for review at our next meeting
4. Stormwater/Water quality demonstration projects
ECWRPC is planning to install a water garden on its site next spring which will be cared for by staff of the commission themselves.
5. Walking & Bike Audit
Audit of walking and biking will be conducted next year. Linda Stoll noted that there are two programs – Safe Routes to School and Complete Streets – that have assessment tools available on-line that students and citizens can use to help the Board complete this goal.
6. Neighborhood Electric Vehicle Ordinance
Greg Keil is asked to get a copy of the electric vehicle ordinances passed by the Town and Appleton for review at our next meeting.
7. Recap of Farmers Market-Planning for 2009
We believe the agreement with Neenah to jointly advertise the farmer's market program next year still exists. Timing and such will then match the Neenah plan.
8. Options to Support Sustainability Information – Bill Schultz
Bill Schultz of Cumulus Broadcasting will forward us the power-point presentation he made. He showed us his "Answers to Your Energy Questions" advertising program which is intended to provide simple, clear and economical energy/sustainability guidelines to the public. This is intended to be supportive of developing a broader understanding of the benefits of sustainable thinking in the community. He stated that if people receive confused and conflicting information on sustainability issues, they will generally be confused and NOT take any action. We need to develop a clear message to be effective.

G. ACTION ITEMS

1. 2025 Resolution and Grant Application
Moved by Becky Bauer, seconded by Trevor Frank to recommend the 2025 Resolution for adoption by the City Council at their next meeting.
Motion Carried.

It is noted that if we get this grant funding, the city will need to conduct more sustainability training across all departments not just in the prioritized city departments of planning, public works, and parks.

2. Set next meeting date
Next meeting date was set for December 16th at the same location and time.

H. REPORT OF COMMISSIONERS

1. Report on ECOS-FV meeting on Nov. 6, 2008 (Roger Kanitz)
A review of the November 6th ECOS meeting was made by Roger Kanitz. Twelve sustainability groups in the Valley attended and described their activities and goals to the attendees. The major needs that were expressed related to improved communication between groups as well as to finding better ways to communicate with the citizens of the Fox Valley. Electronic copies of the summary notes will be forwarded to Greg for inclusion in the minutes of the meeting.

2. Mike Dillon handed out a series of informational sheets. He will send those to the commissioners electronically so we can develop some electronic versions for future use. We will have to come up with a storage location for this type of information going forward that is also accessible to the public (Focol, Portal Wisconsin, our web-site, UW-Extension and the Office of Energy were used as examples).

I. ADJOURNMENT

Meeting adjourned at 8:20 PM by Linda Stoll

DRAFT