

It is expected that a Quorum of the Personnel Committee, Board of Public Works, Plan Commission and Administration Committee will be attending this meeting: (although it is not expected that any official action of any of those bodies will be taken)

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

**Tuesday, February 21, 2012
6:30 PM**

**AGENDA
AMENDED**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE SUSTAINABILITY BOARD
(five (5) minute time limit for each person)
- D. MINUTES TO APPROVE
 - 1. [January 17, 2012](#)
- E. COMMUNICATIONS
 - 1. [Sustainable Business Exchange information](#)
- F. REPORTS
 - 1. [February Sustainability Board Report \(Roger Kanitz\)](#)
- G. ACTION ITEMS
 - 1. Earth Day recycling event and Sustainability Board member volunteer list
- H. DISCUSSION
 - 1. City of Menasha buildings: energy use per square foot (Paul Van de Sand)
 - 2. Recycling update (Kathy Thunes)
 - 3. Complete Streets (Linda Stoll)
 - 4. Waste Management (Linda Stoll)
- I. ADJOURNMENT

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 24-hours in advance of the meeting for the City to arrange special accommodations."

**CITY OF MENASHA
Sustainability Board
Council Chambers, City Hall – 140 Main Street
January 17, 2012
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, Kathy Thunes

SUSTAINABILITY BOARD MEMBERS EXCUSED: Ed Kassel

SUSTAINABILITY BOARD MEMBERS ABSENT: Becky Bauer

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. **December 12, 2011.**

The Board discussed several changes that were needed for the minutes of the December 12, 2011 meeting. The following amendments were presented:

- B. Roll Call: Noting Becky Bauer as absent
- F.2. Correcting the spelling of Chris Bohne's last name (from Boehne to Bohne) & clarifying that Paul Vand de Sand would like to convert all municipal facilities to energy units per square foot.

Motion made by Paul Van de Sand and seconded by Chris Bohne to approve the minutes of December 20, 2011, as amended. The motion carried.

E. COMMUNICATIONS

Linda Stoll reported that she had received a letter of resignation from Becky Bauer, citing that she can no longer commit the time to attend meetings due to other obligations.

The Board thanked Becky for her service and accepted her resignation. Linda Stoll indicated she would like to find a replacement from within the Menasha School District.

- 1.

Community sustainability committee gathering

Roger Kanitz described the activities being done by the City of Neenah and Town of Greenville's sustainability boards, and how they report them to the community. The committee discussed the potential to produce something like this for the City of Menasha.

Roger Kanitz also described the efforts of ECOS-Fox Valley to update their website and allow for sustainability information to be stored and shared.

Kathy Thunes stated that the East Central Wisconsin Regional Planning Commission's HUD Sustainable Communities grant application was not successful, but communities

will receive preferred sustainability status. This means that communities within the East Central region will receive an additional 2 points when applying for HUD discretionary grants.

Roger Kanitz indicated the next quarterly meeting of the sustainability committee group will be at 3pm on April 19th.

F. REPORTS

Kathy Thunes stated that she has started work on solid waste. She has a meeting on February 10th with DPW Radtke and Jennifer with Winnebago County to discuss how increasing recycling can reduce garbage, and lesson the city's tipping fees.

The Board discussed how recycling and other items can be featured in a regular sustainability article for the City Newsletter. Topics could include:

- Donating damaged clothing to Goodwill; this will save the city money for garbage fees and create jobs at Goodwill.
- Discussing the bike trail project on Hwy 47. Discuss how you can save money and get healthy by biking.

G. ACTION ITEMS

1. **NONE**

H. DISCUSSION

1. **Earth Day recycling event update**

Roger Kanitz stated that the Town of Menasha has agreed to partner with the City for an e-recycling event on April 28, 8am to Noon, with one location at the Town Hall, and another at Menasha Utilities. They will be using a company called Recycle that Stuff, who will run it for free, although several volunteers from the Board will be needed.

The board discussed ways to promote the event, such as the City newsletter, Menasha Utility billings, and through the Fox Cities Earth Week Event Poster.

2. **Review of Wildpoldsried, Germany Energy Independence Initiative**

The Board discussed how Wildpoldsried is an inspiration for proactive and financially sound municipal sustainability initiatives.

3. **Reviewing city's small scale wind ordinance**

CDD Keil reviewed the City's existing small scale wind ordinance, and stated that he had received an inquiry from an interested homeowner wanting small wind generators.

The Board discussed other model ordinances that could be reviewed for best practices, such as the Focus on Energy model ordinance, and the City of West Allis.

4. **Wisconsin Sustainability Intern Program**

Kathy Thunes provided an overview of the Internship Program. It is through the UW System and provides communities with qualified college students to assist with sustainability initiatives. The program application is due at the end of January, and has a cost associated with it.

I. ADJOURNMENT

Motion made by Paul Van de Sand and seconded by Kathy Thunes to adjourn at 8:15 PM. The motion carried.

Minutes respectfully submitted by Kara Homan, PP.



Sustainable Business Exchange

A forum for sharing and learning sustainable business practices

The [Sustainable Business Exchange](#) is committed to helping organizations develop and apply sustainable solutions that improve their triple bottom line (*profits, people and planet*) results.

Join us for this **complimentary** event to:

- Identify practical sustainability applications for your business
- Gain access to thought leaders in the industry
- Engage in meaningful question and answer sessions
- Network and benchmark with your peers
- Identify useful resources and tools to take back to your organization
- Participate in real-life, problem-solving exercises

March 7, 2012 AGENDA

- 7:30 AM **Registration and Networking**
- 8:00 AM **Change Happens When Sustainability is Fun... You Know, Like a Game**
- *Kathy Kuntz, Executive Director, Cool Choices*
 - *Raj Shukla, Program Manager, Cool Choices*
- 10:30 AM **Break/Networking**
- 10:45 AM **Panel Discussion: Steering Organizational Change Toward Sustainability**
- *Open Discussion with Industry Leaders*
- 11:30 AM **Event Ends**

Presenter Profiles



Kathy Kuntz
Executive Director
Cool Choices
[View Profile>>](#)



The Sustainable Business Exchange is sponsored by:

**SCA Tissue
North America**



WHEN

Wednesday
March 7, 2012
7:30 AM - 11:30 AM

WHERE

D.J. Bordini Center
5 Systems Drive
Appleton, WI 54914
[Driving Directions](#)

CONTACT INFO

gorski@fvtc.edu

**Sustainable Business
Exchange Partners**





Raj Shukla
Program Manager
Cool Choices
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Cool Choices



act today, preserve tomorrow

Cool Choices

Nonprofit company that facilitates change through fun, easy and social initiatives. www.coolchoicesnetwork.org

[Read more about Cool Choices>>](#)



RSVP by February 29, 2012.

[Click Here to Register>>](#)

Due to the size of the meeting room and to maximize the involvement of all attendees, the number of attendees and/or attendees by company may be limited.

Neenah-Menasha Trolley Transit Proposal

Contact was made with Carol Kasimor (area transit commissioner from Neenah) regarding the status of the Trolley Concept for our two communities. Neenah is expressing interest in exploring this concept and is now waiting on our lead. Greg Kiel suggests we need to organize an exploratory meeting with the Appleton Downtown Business group to understand how they developed the proposal. He proposed we then might later approach our business communities to see if they would support our refined proposal once a set of needs and benefits were established.

Based on these findings, I can work to set up the proposed initial meeting if the Board wants to continue this exploration. **Linda, please let me know.**

Joint Electronic Recycling Event for April 28th

Per my previous e-mail on this topic, the recycling event is progressing and the following decisions have been made:

- 1) The City of Menasha site will be at the Menasha Utilities Building and Dick Sturm will be our host for that day. He has sent a site map of the car access route to RecycleThatStuff for use in their flyers (no access from Racine Street that day).
- 2) Mike VanDyke (Town Sustainability Chair) has obtained agreement for a local firm (NAPACK) to take TVs and monitors at no charge for this event as they did last fall. We will simply need the help of RecycleThatStuff to palletize and plastic wrap the units we collect for pick-up and delivery to their site (jointly with the Town or independently will need to be determined).
- 3) SCA will be also providing funds to cover the cost of recycling the long 4' florescent tubes at the two event sites.
- 4) The events will run concurrently from 8AM to 12Noon. RecycleThatStuff will have staff at both sites (7:30 AM to 1 PM) to help with unloading, stacking and money collection for items that have a charge. We will need to supply about 4 to 8 workers to be there to help with unloading and such for this time frame. **Linda, please develop a volunteer list at our meeting!** Roger will be there for this entire time frame (7 AM to 1PM).
- 5) RecycleThatStuff will develop a detailed electronic flyer with the needed information for us to use in informational mailings about this event. One suggestion is to add it to our MU mailings in March/April to the community. What are the deadline dates for this? Other options?
- 6) I dropped off a copy of the Town's pre-information flyer to Greg/Kara for your review at the meeting.
- 7) Our contact at ReycleThatStuff is Lora Boeger (lora@recyclethatstuff.com) at her Appleton office phone of 955-3760.
- 8) Lisa Miotke from WPPI energy (lmiotke@wppienergy.org) is looking to see if they can tie in the Focus on Energy freezer and refrigerator recycle program with this effort that day as well. She and Lora have been in contact. This may need to be the MU mailings too!
- 9) **Linda, please let me know what else you see as needing to be done!**

Town of Menasha Farmer's Market Effort

I am writing to let you know of the status of the Town's effort as I attended their meeting again this month.

1) They are now reaching out to find vendors for the Saturday event they want to hold at the Town's community building off CB. When does the City have their vendor commitments completed for our market? **Please let Ria at the Town Hall know that as I promised her that bit of information.**

2) I brought in a flyer for committee information that Greg/Kara can show at our meeting.

3) **Interestingly, the Town is advertising their new market in the Farmer's Fresh Market web-site and the Farm Fresh Atlas. The cost for this listing is \$50 on each site!** Perhaps this is an option for us?

Up-date on the Sustainability Network Web-site Work and ECOS

SCA has graciously agreed to fund the refinement of the ECOS web-site for use as an informational storage/sharing site for the community boards and committees. This work hopes to be completed by the end of this month in time to be of help to area Earth Day Event Planning that Kathy Thunes is leading!