

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

**Tuesday, November 16, 2010
6:30 PM**

MINUTES

A. CALL TO ORDER

1. The meeting was called to order at 6:35 by Chairperson Linda Stoll.

B. ROLL CALL

1. **Present:** Becky Bauer (7:26 pm), Chris Bohnes, Mike Dillon, Roger Kanitz, Ed Kassel, Linda Stoll.
2. **Excused:** Sadie Schroeder, Kathy Thunes
3. **Also Present:** Paul Van de Sand (WE Energies), Community Development Director Greg Keil, and Principal Planner Amy Kester.

C. PUBLIC COMMENTS

1. Paul Van de Sand distributed a baseline summary for gas usage at all city facilities completed by WE Energies. He reported that WE Energies would be offering similar services to its commercial customers and would be holding a roll out event on November 30th.

D. MINUTES TO APPROVE

1. Roger Kanitz made and Mike Dillon seconded motion to approve the minutes from the September 21, 2010 Sustainability Board meetings. The motion passed.

E. COMMUNICATIONS

1. Innovation and Climate Action Planning

CDD Keil explained that this had been included for informational purposes because it summarized different community sustainability plans and could be useful in preparing the city's sustainability policy.

F. REPORTS

1. UWEX Sustainability Training

CDD Keil, PP Kester, Roger Kanitz, Ed Kassel, Linda Stoll, and Kathy Thunes attended the first day of UWEX Sustainability Training. Training included an overview of the Natural Step process and training on a "back casting" (i.e. starting with the end in mind) approach to planning. This approach establishes a vision first and then backtracks to determine what steps need to be taken to achieve the vision. This planning technique is different than forecasting, which plans future action based on current and past trends.

Attendees will be inviting board members and city officials to a presentation session at the December 16 meeting.

G. DISCUSSION

1. Completion of 2010 Objectives

Board members discussed completion of their 2010 objectives. The final staff training topic "Waste Reduction and Recycling" has yet to be scheduled. PP Kester reported that she was working with Menasha Utilities to finalize the baseline study. Board members discussed the possibility of preparing an end of the year report on 2010 accomplishments.

2. Public Transit System

Roger Kanitz explained that funding for public transportation may decrease in 2012 due to new census results and that RTA legislation had not yet been approved for the Fox Cities. He handed out a proposal outlining a Menasha Trolley concept that would provide service along a downtown Menasha, Doty Island, and downtown Neenah loop. Board members agreed that more research should be conducted, including meeting with ADI and further developing the proposal.

3. Sustainability Board Organization and Structure

Staff presented a concept to reorganize the Sustainability Board into a two tiered structure consisting of a policy-oriented board and a project-oriented team consisting of board members, staff, and elected officials. The Sustainability Board would be reorganized into a standing board authorized by ordinance. Its authority and duties would be outlined in the adopting ordinance and an elected official from the Common Council would be assigned to the Board. This Board would be policy and planning oriented rather than project or task oriented. It would meet at least quarterly or at the call of the Chair. The "Green" or "Greening Team" would consist of key staff members, Sustainability Board members, and elected officials. This team would be responsible for implementing sustainability policies into city operations and work plans at a departmental level. The Green Team meetings would provide opportunities for ongoing dialogue, project development, advocating for sustainability practices, and developing relationships with staff. Sustainability Board members would stay up to date and have input into operations and projects. Board members discussed various options and potential participants.

Mike Dillon made and Becky Bauer seconded a motion to direct staff to further develop the concept and bring back at the next meeting. The motion carried.

H. ACTION ITEMS

1. Ordinance Relating to the Keeping of Fowl

Staff presented the revised ordinance relating to the keeping of fowl. Board members discussed the type of fowl allowed and agreed that pigeons and doves should be removed and turkeys added. There was also a request to add a requirement that waste not be permitted to runoff with stormwater.

Mike Dillon made and Becky Bauer seconded a motion to recommend approval of the ordinance to the Common Council with the removal of pigeons and doves, the addition of turkeys, and the addition of a statement relating to stormwater runoff. The motion carried.

I. ADJOURNMENT

1. Mike Dillon made and Chris Bohnes seconded a motion to adjourn at 8:28 pm. The motion carried.

Respectfully submitted by Amy Kester, Principal Planner.