

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  
Thursday May 19, 2016**

**1:00 PM**

**AGENDA**

- 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. [March 17, 2016](#)
- E. COMMUNICATIONS
- F. REPORTS
- G. ACTION ITEMS
- H. DISCUSSION
  - 1. City of Menasha Energy Usage
    - a. [LED street lighting upgrade](#)
  - 2. River-Gen Project
  - 3. Waste Management
    - a. [Recycling & Refuse tonnage 2015 and 2016](#)
  - 4. [Electronics Recycling Events for 2016](#)
  - 5. Livable Communities
    - a. Bike friendly/walking friendly communities
    - b. [Downtown walking loop project](#)
    - c. [Buckthorn removal project](#)
  - 6. Sustainable Community Network projects
  - 7. Menasha Farm Fresh Market
    - a. 2016 market status
- 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  
Common Council Chambers  
140 Main Street, Menasha**

**Tuesday, March 17, 2016  
Minutes**

**A. CALL TO ORDER**

Meeting called to order by Linda Stoll at 1:08 p.m.

**B. ROLL CALL/EXCUSED ABSENCES**

Present: Roger Kanitz, Linda Stoll, Kathy Thunes

Also Present: Donald Merkes

Excused: Ed Kassel

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

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

No one spoke

**D. MINUTES TO APPROVE**

1. Sustainability Board minutes, 1/21/2016

Motion made by Roger Kanitz and seconded by Linda Stoll to approve the minutes of the January 21, 2016. Motion carried.

**E. COMMUNICATIONS**

Members provided information regarding: climate justice meeting, SCN meeting, & Nature's Pathway article regarding plastic caps contaminating glass recycling efforts.

**F. REPORTS**

None

**G. DISCUSSION ITEMS**

1. City of Menasha Energy Usage

Members discussed updating baselines energy use charts to show community the financial impacts of our energy efficiency projects. LED conversion phase 1 complete phase 2 fixtures purchased but not installed.

2. RiverGen

No Report

3. Waste Management

Positive reaction to increased recycling pickup schedule

4. Electronics Recycling Event April 30<sup>th</sup>, 2016

City Attorney to review contract and finalize, committee will review other options for vendors for a fall event. Event listed on back cover of spring City newsletter.

5. Livable Communities

1. Motion made by Linda Stoll seconded by Kathy Thunes to recommend R-7-16 to Common Council for approval. Motion Carried

2. 1 mile and 2 mile walking loops in the downtown area as part of a wellness initiative have been mapped, signs need to be designed and printed as test.

3. Arbor Day Celebration tentatively scheduled for April 29<sup>th</sup> along School Court.

4. Continue planning for buckthorn removal project at Clovis for fall 2016

6. Menasha Farm Fresh Market  
Application forms out for 2016 season

#### H. ADJOURNMENT

Motion made by Linda Stoll and seconded by Roger Kanitz to adjourn at 2:03 p.m.

Motion carried.

*Minutes submitted by DJM*



## MEMORANDUM

To: Sustainability Board  
From: Donald Merkes, Mayor  
Date: 17 May 2016  
RE: 2016 LED Streetlighting Upgrades

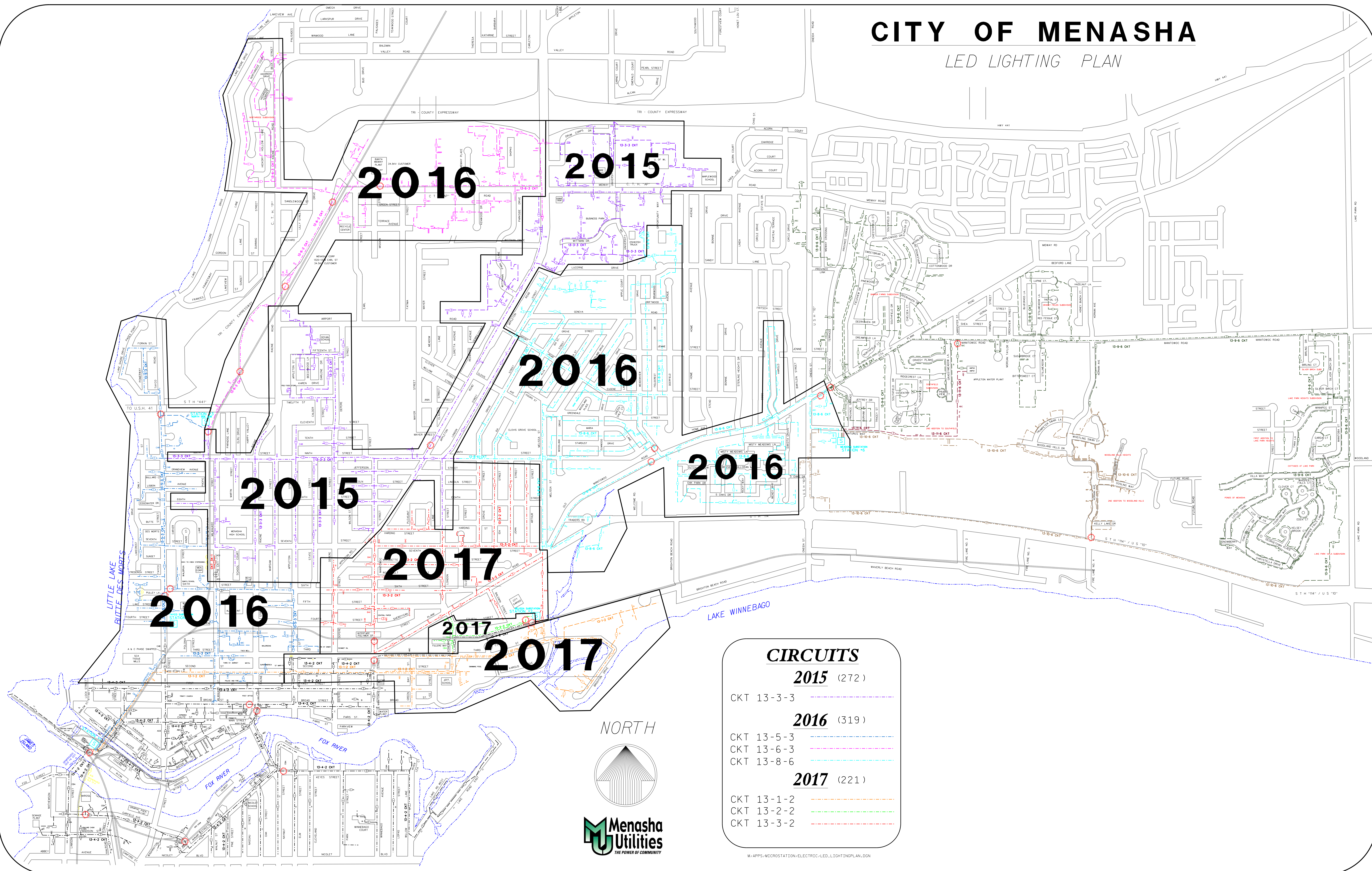
In 2015 the City of Menasha began a project to replace 812 streetlights with 101Watt LED over a three year period. The new lighting fixtures are expected to save 393,000 kilowatt-hours, for a cost savings of \$64,457 a year once the project is completed.

Installation of approximately 75% of the 2016 lighting project is complete. See attached map for areas to be installed in each of the three years.



# CITY OF MENASHA

## LED LIGHTING PLAN



### CIRCUITS

**2015** (272)

CKT 13-3-3

**2016** (319)

CKT 13-5-3

CKT 13-6-3

CKT 13-8-6

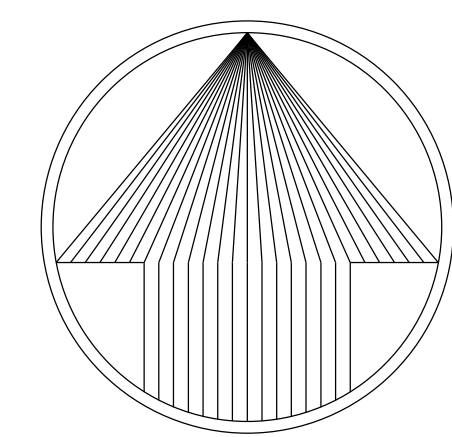
**2017** (221)

CKT 13-1-2

CKT 13-2-2

CKT 13-3-2

NORTH



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## MEMORANDUM

To: Sustainability Board  
From: Donald Merkes, Mayor  
Date: 17 May 2016  
RE: 2016 Recycling Volume

In 2016 the City of Menasha increased residential recycling pickup frequency from 12 times annually to 18 times annually.

Volumes have increased from previous years for the same period

2015 – 383 tons

2016 – 478 tons



## MEMORANDUM

To: Sustainability Board  
From: Donald Merkes, Mayor  
Date: 17 May 2016  
RE: 2016 Electronics Recycling Event

### **BACKGROUND**

The City of Menasha Sustainability Board and Menasha Utilities have participated in electronics recycling events since 2012, the most recent being on April 30, 2016. The most recent event attracted 271 people recycling 16,726 lbs of recyclable electronics at the Menasha Utilities administrative building on Milwaukee St. Events are held at the City of Menasha, City of Neenah, and Town of Menasha, with residents of any community being able to participate at any of the events. The board has added additional items including drop of point for St. Vincent de Paul, and document shredding.

While the Spring 2016 event was well attended, the Fall 2015 event was lightly attended. It is unknown if this was an anomaly, or a trend for fall events.

### **FISCAL IMPACT**

The Sustainability Board contracts with Recycle That Stuff, to provide the recycling service and guarantee that items are being recycled responsibly. Recycle That Stuff, charges residents a fee to recycle certain items, and recycles other items at no cost. In addition, for the first time in spring of 2016 Recycle That Stuff charged a \$150 event fee to the Sustainability Board.

St. Vincent de Paul and Piranha Paper Shredding donated their services for the event.

### **ACTION**

With the reduction of use of the previous fall event and an event fee now being assessed by Recycle That Stuff, the Sustainability Board needs to make a determination as to the necessity of two annual events, and potential other vendors that could provide the service at lower costs.

In addition, Recycle That Stuff has informed us that they can not staff two events on the same day as they have in the past. Available dates are September 10, October 8, and October 29.

RESOURCE  
RECYCLETHAT



SOLUTIONS  
STUFF.COM

## CERTIFICATE OF RECYCLING

*•All Items Received Will Be Recycled For Their Metal, Glass, & Plastic•*

Received From: City of Menasha  
321 Milwaukee Street  
Menasha, WI 54952

Materials Recycled: 2784 lbs TV's, 713 lbs Monitors, 1006 lbs Printers, 5078 lbs Electronics, 6109 lbs Small Electronics and Appliances, 1036 lbs Freon

**Total Weight Recycled: 16,726 lbs**

This is to certify that the above items received by **Recycle That Stuff** in **Appleton, WI** will be recycled in accordance with all applicable Federal, State and local Regulations and **will not be landfilled**, or otherwise improperly disposed of.

**April 30,2016**



E-Cycle Wisconsin  
Registered Collector  
& Recycler

**ISO 14001:2004 Certified #A102908**

**Wis. DNR License 12843**

**121 N. Linwood Ave. – Appleton, WI 54914**



Canal Route →



Scan for map



## City of Menasha Buckthorn Removal Program

1/11/16

Program is to remove invasive buckthorn growth in the City of Menasha as determined by the city Parks department. Our first project is to remove the growth at the Clovis Elementary School woodland site on the east end of the school grounds.

The purpose of this document is to outline the activity plans so a detailed program action plan can be developed to ensure the event is successful.

**Timing:** The event will begin at 8 AM and end at noon. All volunteers will be asked to hear a short instructional talk about what will happen that morning at 8 AM.

**Supporting documents:** Please read the attachments so you volunteers understand why we are conducting this event and what we need to do to eliminate these invasive plants and keep them from growing back. There are many native plants that can be used to replace these plants in the landscape!

**Equipment:** Volunteers are encouraged to bring boots, water resistant pants for those kneeling, gloves, and eye glass protection for those spraying. The city will provide gloves and eye safety equipment (for adults) for those that need it. Volunteers as asked to wear winter clothing based on the temperature that day.

The city will also provide spray bottles with a full strength Round-Up mixture in it. This will be mixed with a green colored dye so we can see where we have sprayed the stubs in the snow we now have.

Volunteers will be asked to RSVP for this event so the city can properly plan for the needed materials.

**Staffing:** We propose that we work in groups of 4, one cutting the buckthorn plants, one spraying the stumps, and two carrying away the plants for stacking at the curb.

Cutters will need either a sharp hand saw or pruning clippers that can handle stems of about 1 inch in diameter. Gloves for hand protect will be needed.

Sprayers should be adults which should have both gloves and eye protection. The material we are spraying is a poison, so it will need to be treated that way and only handled by adults during this program.

Carriers will need gloves as the plants have sharp thorns. These individuals will likely be asked to change off with the cutters during the day as cutting can get to be a challenge.

**City Pick-up:** The carriers will take the trees cut to the terrace area along the street and lay the branches with the stub ends pointing in the direction of car traffic so the city staff can come along and chip the trees later that week.

**Communication:** Volunteer leadership groups can request a short presentation on this overall program if it is felt this may increase member participation at the event. Please contact Vince Maas at the City of Menasha to request such a program.