

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 COMMITTEE
Menasha City Center
100 Main Street
Room 132
January 5, 2023
4:00 PM**

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE SUSTAINABILITY COMMITTEE
(five (5) minute time limit for each person)

D. ACTION / DISCUSSION ITEMS

- 1. Energy
 - a. MJSD planning for sustainability
 - b. Comprehensive Energy Planning & Joint Energy Team
- 2. Planning & Communications
 - a. SCN and Website <http://scn-foxvalley.com/>
 - b. Earth Day/Arbor Day Celebration
- 3. Transportation
 - a. High Cliff Connection
 - b. Bike Parking Survey
 - c. Bird Scooter Menasha 2022 report
 - d. Amtrak letter of interest Northeast WI
- 4. Land Use
 - a. Urban Chickens
- 5. Natural Resources
 - a. Natural Landscaping & Maintenance
 - b. No Mow May
- 6. Energy
 - a. Comprehensive Energy Planning & Joint Energy Team
- 7. Water
 - a. Stormwater educational signage
- 8. Waste
 - a. 2023 Electronics Recycling Events May 6, 2023 and October 7, 2023
- 9. Health
 - a. Farm Fresh Market

E. Future Meeting Dates

- 1. January 26, 2023

F. 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 COMMITTEE
November 17, 2022
Minutes**

A. CALL TO ORDER

Meeting Called to order at 4:04 PM

B. ROLL CALL

Attending: Kyle Coenen, Austin Hammond, Roger Kanitz, Lindsay Klumpp, Kathy Thunes,
Also Attending: Mayor Donald Merkes

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

No one spoke

D. COMMUNICATIONS

Mayor Merkes noted that the Ad Hoc Sustainability Board had been replaced by the Sustainability Committee as a standing committee as part of Ordinance O-9-22. Being that this is a new committee they would not approve the former Board's minutes. The minutes are included for their information.

E. ACTION ITEMS

1. Election of Chairperson

Motion by Kathy Thunes, second Kyle Coenen to nominate Ald. Hammond. Motion Carries

At this point Ald. Hammond led the meeting as chairperson

2. Election of Vice Chairperson

Motion by Kathy Thunes, second Lindsay Klumpp to nominate Kyle Coenen as Vice Chairperson. Motion Carries

F. DISCUSSION

1. Planning & Communications

a. SCN & Website <http://scn-foxvalley.com>

SCN was a group of municipal sustainability committees, it had met quarterly up until the pandemic when meetings were suspended. Since that time there have been numerous staff and committee changes in area communities. Roger and Kathy will make contact to see if there is interest to refresh SCN and its website.

b. Wisconsin Clean Energy Plan

Roger reviewed the plan providing highlights of areas that may apply to City of Menasha efforts. Areas of the Wisconsin plan could be incorporated into a future City plan or the comprehensive energy plan being discussed jointly with MJSD, City, Utilities.

2. Transportation

a. High Cliff Connection

Community Foundation plans to hire a consultant to work on planning and funding. There are several opportunities for State/Federal funding coming up in early 2023.

b. Bike Parking Survey

There is likely interest to work on the project through Girl Scouts, Boy Scouts, Menasha High.

3. Land Use

No report

4. Natural Resources

a. Natural Landscaping and Maintenance

ECWRPC rain garden has been maintained, some plants deadheaded to reduce self seeding of aggressive plants. Waiting for more information on natural landscaping grant application. Discussion on seeing if Wild Ones would do an on site assessment of rain gardens and natural planting areas to improve aesthesis and future maintenance.

b. No Mow May

No report

5. Energy

a. Comprehensive Energy Planning and Joint Energy Team

Team consisting of representatives of the City, MJSD, and MU met to discuss applying for OEI grant. MJSD will be adding EV chargers at City Center and Menasha High. City could look to add them at other locations if they work well. Request for MJSD to come to a future meeting to share their sustainability efforts.

6. Water

a. Stormwater Educational Signage

Signs are in process. Plan for Earth Day 2023 installation.

7. Waste

a. Tipping Fee increase

Tipping fees for refuse have increased \$4 ton from \$45 to \$49. The City budgets for 6,300 tons per year increasing costs \$25,000 annually. Recycling tipping fees remain at \$5 ton. The City budgets for 1,500 tons annually.

b. 2023 Electronics Recycling Events May 6, 2023 & October 7, 2023

Email messages should go out earlier, we should verify when the best time to send them out is for each company including Recycle that Stuff. We can schedule the email as soon as we get the poster announcements for one or several dates. Is there a parent newsletter that we could add to for MJSD. Discuss option for St. Vincent. Could signs be made by PWF for entry?

8. Health

Discussion regarding continuation of a farm market. There is an interested party that would like to consider managing a market that has experience at other markets. We should invite him to future meeting. Lindsay also has contacts with farm market vendors.

G. Future Meeting Dates

Next meeting December 22, 2022

Continue with 4th Thursday except for holidays.

H. ADJOURNMENT

Motion by Kyle Coenen second by Lindsay Klumpp to adjourn at 5:55 PM

Motion carries.



Hey, Menasha!

Here's a glance at 2022 with Bird:



5/23/2022

Birds landed



1,366

Number of Users



1.54

Metric tonnes of CO2 saved



5,523

Total rides

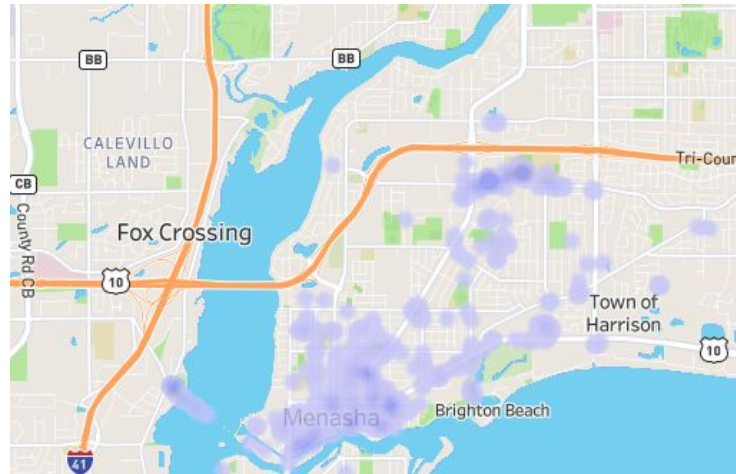


10,907

Total miles traveled

1

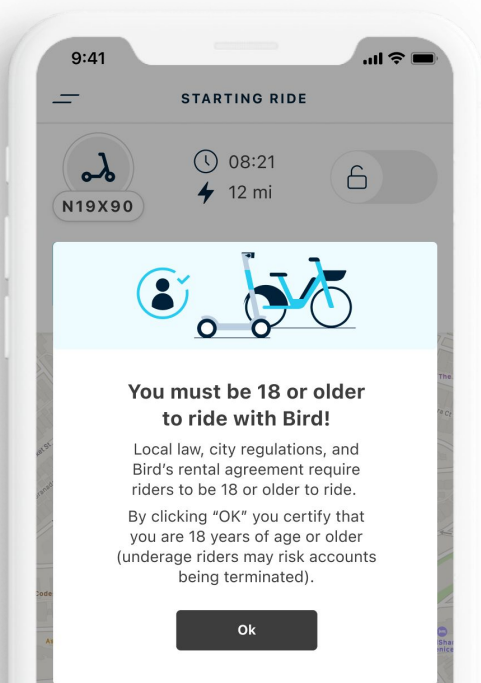
We helped people get all around Menasha, check out this rider map!



2

We also reminded Menasha riders to

- Stay off the sidewalks when riding
- Take scooters to and from local events
- Wear a helmet
- Join our Community Pricing Program
- Park properly, off sidewalks & ADA ramps





Globally, we:

- Published an independent **Lifecycle Vehicle Analysis**, confirming the Bird Three has a lifespan of up to 5 years
- Released **Bird VPS**, the world's first scalable, hyper-accurate visual parking system - **powered by Google API**
- Continued the **Roll to the Polls** initiatives, encouraging people to vote with free rides to and from voting locations
- Worked with partners, 3Degrees and Ecocart to **offset our greenhouse gas emissions** from 2021
- Replaced **~2.3 million car trips** = the amount of CO2 sequestered by more than 300K elm trees
- Kicked off an **on-demand accessible mobility program** with Scootaround in select cities
- Launched **Community Ride Grant** programs in more cities around the world
- **Gave gas the Bird** in the U.S., by offering discounted rides, e-bike rebates, and more



December 9, 2022

Peter Schwartz
Chief Project Engineering and Planning Division
Federal Railroad Administration

RE:
Federal Railroad Administration Docket No. FRA-2022-0031
Corridor Identification and Development Program
Green Bay – Milwaukee – Chicago

We, the undersigned municipal leaders, write to jointly express our interest in incorporating Green Bay and the greater Fox Valley region in the FRA's Corridor Identification and Development Program. This extension would build on Amtrak's highly successful Hiawatha Line from Chicago to Milwaukee.

The Fox Valley is the third largest metropolitan area in Wisconsin. Currently these communities are serviced by Amtrak Thruway I-41 Bus Service. This new passenger rail corridor would provide residents of Green Bay and the greater Fox Valley region with increased mobility options to the state's largest city, as well as service to Chicago.

A Green Bay — Milwaukee — Chicago Amtrak service would create new connections between major metropolitan cities, medium-sized cities, and colleges and universities. Students, their families, faculty, and staff will be able to take advantage of frequent Amtrak service to avoid traffic between destinations and to enjoy greater productivity or relaxation while they travel.

All seven cities along this corridor that would be served by the Hiawatha Extension strongly advocate for incorporating the project in the Corridor Identification and Development program. We strongly believe that this corridor satisfies the Selection Criteria outlined in the Federal Register Notice.

Sincerely,

A handwritten signature in black ink.

Jacob Woodford
Mayor of Appleton, WI

A handwritten signature in black ink.

Joseph Moore
City Manager of Fond du Lac, WI

A handwritten signature in black ink.

Eric Genrich
Mayor of Green Bay, WI

A handwritten signature in black ink.

Anthony Penterman
Mayor of Kaukauna, WI

A handwritten signature in black ink.

Donald Merkes
Mayor of Menasha, WI

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Jane Lang
Mayor of Neenah, WI

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Lori Palmeri
Mayor of Oshkosh, WI



ORDINANCE O-XX-23

AN ORDINANCE AMENDING TITLE 7, CHAPTER 1, SEC. 7-1-13 OF THE CODE OF ORDINANCES

INTRODUCED BY: Ald. Tom Grade and Ald. Austin Hammond

The Common Council of the City of Menasha does hereby ordain as follows:

SECTION 1: Amend Title 7, Chapter 1, SEC 7-1-13 of the Code of Ordinances of the City of Menasha, Wisconsin, creating subsection (D) KEEPING OF CHICKENS IN THE CITY as follows:

Title 7 - Licensing and Regulation

Chapter 1

Licensing of Dog, Cat, or Ferret and Regulation of Animals

...

SEC 7-1-13 PROHIBITED AND PROTECTED ANIMALS, FOWL, REPTILES, AND INSECTS

...

(D) **KEEPING OF CHICKENS IN THE CITY.** In addition to all other regulations in this Chapter, the following shall apply to the keeping of chickens within the City.

- (1) **Definitions.** The following terms, when used in this section, shall have the meanings set forth below:
 - a. **Chicken**—a domestic chicken of the sub-species *Gallus gallus domesticus*.
 - b. **Keep**—the owning, keeping, possessing, or harboring of a chicken.
 - c. **Rooster**—a male chicken of any age, including a capon or otherwise neutered male chicken.
 - d. **Coop**—a new or existing enclosed accessory structure designed or modified for the keeping of chickens and meeting the requirements of this section.
 - e. **Chicken Run**—a fenced cage attached to a coop.
 - f. **Hen**—a female chicken of any age.
 - g. **Front Yard** —A front yard shall be as defined by the City of Menasha Zoning Code under Title 13.

(2) **Permit Required.**

- a. Any person who keeps chickens on land in the City which the person owns, occupies, or controls shall first obtain an initial zoning permit issued by the Community Development Department. A permit application shall be accompanied by an application, an application fee as established by resolution of the Common Council, specification of the proposed coop/run, and a site plan. Upon the issuance of an initial zoning permit, an initial inspection of the coop shall be certified by the Health Officer and/or designee prior to the occupancy of chickens.
- b. All permit applications shall be accompanied by satisfactory evidence that the applicant has registered the proposed location with the Wisconsin Department of Agricultural Trade and Consumer Protection pursuant to Wis. Stats. §95.51 and ATCP 17 Wis. Admin. Code.
- c. One permit shall be permitted per R-1 Single Family Residence District, R-1A Low Density Single Family Residential District and R-2 Two-Family Residence District zoned parcel.
- d. Any person other than the recorded title owner looking to permit chickens shall first provide written consent of the property owner with the zoning review application.
- e. Following the initial approval of a permit, any person who continues to own, harbor, or keep chickens, shall annually prior to January 1, of each year, pay a license fee and obtain an annual license. The annual fee shall be as established by resolution of the Common Council.

(3) **Keeping of Chickens Allowed.**

- a. Up to six (6) chickens are allowed per parcel with a permit.
- b. No person shall keep any rooster.
- c. Chickens shall be provided with fresh water at all times and adequate amounts of feed.
- d. Coops shall be constructed in a workmanlike manner, be moisture-resistant, shall either be raised up off the ground or placed on a hard surface, and be adequately weather proofed and insulated to allow the comfortable living of chickens within the coop year-round.
- e. Coops with or without a chicken run shall be constructed and maintained to reasonably prevent the collection of standing water and shall be cleaned of hen droppings, uneaten feed, feathers, and other waste daily and as is necessary to ensure the coop and yard do not become a health, odor, or other nuisance. All feed containers shall be vermin-proof.

- f. Coops shall be large enough to provide at least three (3) square feet per chicken. Coops and chicken runs shall have an aggregate maximum of sixty-four (64) square feet and the height of the coop shall not exceed seven (7) linear feet as measured from the ground.
- g. No chicken coop shall be located closer than twenty (20) feet to any principal residential structure on an adjacent lot. All coops and runs shall be located at least three (3) feet off of the side and back yard property line.
- h. No chicken coop shall be located in the Front Yard of a property as defined herein.
- i. In addition to compliance with the requirements of this section, no person shall keep chickens that cause any other public nuisance as defined by Title 11 of the Menasha Code.

(4) Public Health Requirements.

- a. Upon the Health Officer and/or designee having reasonable suspicion of any coop or run having unhealthy or unsanitary conditions, any permit or license holder shall allow the Health Officer and/or designee to inspect the conditions of the coop and/or chickens upon reasonable notice (no less than 24 hours' notice). The Health Officer and/or designee shall provide notice to the permit or license holder to cure any violations found. Failure to correct said violations may result in the revocation of the permit per Section (5) below.
- b. Chickens shall be kept and handled in a sanitary manner to prevent the spread of communicable diseases among birds or to humans.
- c. Any person keeping chickens shall immediately report any unusual or sudden death or illness of chickens to the City of Menasha Health Department.
- d. The Health Officer may order testing, quarantine, isolation, vaccination, or humane euthanasia of ill chickens or chickens believed to be a carrier of a communicable disease. The owner of the chicken shall be responsible for all costs associated with the procedures ordered hereunder.
- e. No person may slaughter any chickens within the City.
- f. Sale of Eggs and Baby Chicks Prohibited. No person may offer to sell eggs or chicks accumulated from the activities permitted hereunder.
- g. The breeding of any chickens is strictly prohibited.

- (5) Permit Revocation.** A permit is subject to revocation by the Health Officer and/or designee upon failure to comply with any provisions of sub. (3) or (4). Such revocation is subject to appeal by the Board of Health, upon the aggrieved filing an appeal request within thirty (30) days of the revocation with the Board of Health. Once a permit is revoked, a permit shall not be reissued.

SECTION 2: This amending Ordinance shall take effect upon passage and publication as provided by law.

Passed and approved this ____ day of _____, 2023.

Recommended by:

Motion/Second:

Vote: _____

Pass/Fail: _____

Requires: ____Majority Vote

Donald Merkes, Mayor

ATTEST:

Haley Krautkramer, City Clerk



MEMORANDUM

Date: 29 December 2022
To: Sustainability Committee
From: Ald. Austin Hammond, Chair
Donald Merkes, Mayor
RE: Joint Energy Planning Grant Application

Background

The City, School District, and Menasha Utilities have done extensive work to identify areas to reduce energy use and receiving grants to assist in those efforts. Last year the City, School District, and Utility applied for an energy planning grant through the Office of Energy Independence unsuccessfully. This year we are working with a consultant that has been successful in receiving grants to do similar projects. The outline for the project includes: Community Outreach, Benchmarking, Goal Analysis, Tracking Tools (see attached for more detail). The grant application is due at the end of January.

Fiscal Impact

The City, School District, and Menasha Utilities would contribute staff time for data collection, the grant would cover the costs of the consultant.

Request

Provide comments on the attached scope of work.

Menasha Energy Planning Outline – City, School District, Menasha Utilities, and NM Fire Rescue

Support from: Slipstream

Draft Project Tasks

Task 1: Community outreach and stakeholder facilitated discussions

- **Task 1A: Survey deployment to community members and businesses**
 - o Survey will ask about residents and businesses viewpoint on sustainability
 - o Will be deployed through newsletters at school district and through utility, social media, community organizations and libraries, Sustainability Commission
 - o Work with Sustainability Commission to help draft questions for the survey
- **Task 1B: Facilitated stakeholder discussions**
 - o Series of discussions throughout planning process to discuss community-wide goals for energy reductions and strategies to be included in community energy plan
 - o Would include energy planning team, Sustainability Commission and any other internal stakeholders
 - o Would hold at least 4 stakeholder discussions throughout the planning process

Task 2: Benchmarking and baseline energy use

Note: The city of Menasha and the school district have already started the process of data collection and benchmarking buildings. This would expand on that work.

- **Task 2A: Collect building energy data and benchmark energy use (most of this work is done for schools)**
 - o Collect building data for each city building and utility facility
 - o Benchmark in EnergyStar Portfolio Manager or a similar tool
 - o For buildings without 'comparable' options in Portfolio Manager, use outside data sources to establish relevant benchmark comparisons (includes fire stations, police, etc.)
- **Task 2B: Create an energy profile for each partner**
 - o Includes all energy data for buildings, operations, and fleet
 - o Establish dashboard and/or spreadsheet for ongoing tracking of energy baseline and benchmarked buildings
- **Task 2C: Audits of buildings**
 - o Audit up to 4 buildings across city, fire department, and utility (school district has already done this)
 - Audits include BAS review and walkthrough of buildings to identify HVAC, lighting, and other energy opportunities
 - o Choose buildings based on benchmarking data review and conversations with staff

Task 3: Goal analysis

- **Task 3A: Specific opportunities for city, school district, utility and NM Fire Rescue**
 - o Building energy opportunities:
 - Electrification opportunities: explore ways to integrate heat pumps in capital planning
 - Energy efficiency opportunities: explore potential savings from EE
 - o Renewable energy opportunities
 - Solar
 - Battery storage
 - o Fleet
 - Analysis of near-term opportunities for fleet – light-duty vehicles, school buses, fire trucks
- **Task 3B: Policies**
 - o **Internal policies:** provide policy options to institutionalize progress, including operational policies, purchasing policies
 - o **Community policies:** through discussion will identify which policies make the most sense to evaluate. Will definitely include EV charging locations and may include voluntary options for development/benchmarking

Task 4: Final report and tracking tool deliverable

- **Task 4A: Development of tool for ongoing assessment**
 - o Evaluate and recommend tools for tracking progress after planning process ends
 - o Will include review of what other communities have done
 - o Will build on Slipstream's previous work on tools to develop a spreadsheet or dashboard for ongoing tracking
- **Task 4B: Report development**
 - o Energy plan with near-term goals
 - o Fact sheets or presentation for distribution



2023 Sustainability Committee Meeting Schedule

THURSDAYS 4:00 PM Sustainability Board
January 26
February 23
March 23
April 27
May 25
June 22
July 27
August 24
September 28
October 19
November 16
December 28

****Highlighted dates are special dates due to holiday conflicts.****

Chairperson

Austin Hammond, Fourth District Alderman – ahammond@menashawi.gov

City Contact

Valerie Neuman, Deputy Clerk – vneuman@menashawi.gov