

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

Tuesday, December 15, 2009

Minutes

A. CALL TO ORDER

Meeting called to order at 6:40 p.m. by Linda Stoll

B. ROLL CALL/EXCUSED ABSENCES

Members Present: Linda Stoll, Becky Bauer, Roger Kanitz, Mike Dillon, Sadie Schroeder, Jill Enos

Members Excused: Trevor Frank

Also Present: CDD Greg Keil, Bill Beachkofski

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, 11/17/09](#)

Motion made by Mike Dillon, seconded by Becky Bauer to approve minutes of the 12/16/09 meeting. The motion carried.

E. COMMUNICATIONS

Sadie Schroeder reported on planning for the community garden partnership which will be hosted at UW0-Fox Valley.

F. DISCUSSION ITEMS

1. [Sustainability Board input on Comprehensive Plan Review](#)

Roger Kanitz reviewed the Comprehensive Plan Sustainability Assessment worksheet. The assessment was originally conducted by a group from ECOS – Fox Valley. Roger updated the assessment with his own thoughts for the committee to consider. Board members are to review the assessment and forward their comments. Becky Bauer is to set up a group communication tool called “Moodle” to facilitate the assemblage of comments. Greg Keil is to bring back a timetable for the comprehensive plan review process.

2. [Citywide Energy Efficiency Planning \(25x25 Plan\)](#)

Board members discussed developing a strategy for implementing the 25X25 Plan. A priority is to complete the baseline assessment. Other proposed actions included meeting with Menasha Utilities concerning wind generation.

3. [Sustainable Landscaping/Stormwater management options for proposed Fire Station #36](#)

Greg Keil reported that the City was awarded a FEMA grant for the construction of a new fire station to replace Fire Station #36. This presents opportunities for incorporating sustainable technologies into site and building design. Prospects exist for using this as a demonstration site for zero stormwater discharge and solar water heating. Greg Keil is to follow-up with Fire Department staff and NEWSC

4. [Joint WI Rapids and City of Menasha First Impressions Program project](#)
Linda Stoll reported that she has made preliminary arrangements with the City of Wis. Rapids to conduct a First Impressions assessment. A January planning session is being contemplated with UWEX to assist in the project.
5. [MJSD "Green Team" resolution proposal update](#)
Becky Bauer reported that "Green Team" concept did not gain traction at the MJSD, however; there is interest in moving forward with the Green & Healthy Schools Program

G. ACTION ITEMS

1. Schedule Sustainability Board Visioning Session
This item was held over.
2. Set next regular meeting date
Next meeting set for January 19, 2010
3. [City of Menasha Green Procurement Policy – recommendation to Common Council](#)

Greg Keil reported that Mike Dillon had made a presentation to Department Heads on implementing a green procurement policy and that the proposal was generally well received. Amy Kester prepared a policy document for consideration by the board.

Motion made by Mike Dillon, seconded by Becky Bauer to recommend approval of the Environmental Procurement Policies and advance to the Personnel Committee for its consideration.
The motion carried.
4. [Approval of Rain Garden signage – 400 Ahnaip St. demonstration project](#)

Board members reviewed the proposed signage plan.
Motion made by Mike Dillon, seconded by Sadie Schroeder to approve the size and design for the rain garden project.
The motion carried.

H. REPORT OF COMMISSIONERS & STAFF

1. Valley Transit Update
Roger Kanitz reported on discussion at the last Transit Commission meeting regarding the relationship of fares to ridership levels.
2. Department Head Sustainability Training
Greg Keil reported that no new training sessions have been scheduled.
3. City of Menasha Sustainability Page Update.
Jill Enos volunteered to work with Kristin Sewall to update the city's Sustainability Board web page.

I. ADJOURNMENT

Motion made by Mike Dillon, seconded by Becky Bauer to adjourn at 9:00 p.m.
Motion carried.

Minutes respectfully submitted by Greg Keil, Community Development Director