

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 January 21, 2014  
6:00 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. December 17, 2013
- E. COMMUNICATIONS
  - 1. 2014 Sustainable Communities Network Topics
- F. REPORTS
  - 1. ECOS website meeting
- G. ACTION ITEMS
- H. DISCUSSION
  - 1. City of Menasha Energy Usage
    - a. Library Signage
  - 2. Waste Management
  - 3. Spring Electronics Recycling Event (April 26, 2014)
    - a. Battery Recycling
    - b. Clothing Recycling
  - 4. Livable Communities & Neighborhood Planning
  - 5. Menasha Farm Fresh Market
  - 6. River-Gen project
  - 7. Sustainability Board Web Page
  - 8. Sustainability Board Annual Report & priorities
- I. ADJOURNMENT

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

**Tuesday, December 17, 2013**

**Minutes**

**A. CALL TO ORDER**

Meeting called to order by Linda Stoll at 6:03 p.m.

**B. ROLL CALL/EXCUSED ABSENCES**

Present: Linda Stoll, Roger Kanitz, Paul Van de Sand

Also Present: Mayor Merkes

Excused: Danielle Handler, Ed Kassel, Kathy Thunes

**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, 10/15/2013

Motion made by Roger Kanitz and seconded Paul Van de Sand by to approve the minutes of the October 15<sup>th</sup>, 2013 Meeting. Motion carried.

**E. COMMUNICATIONS**

**F. REPORTS**

Paul Van de Sand shared a new We Energies brochure titled "Money Saving Tips, from We Energies" that is now available to We Energies customers. He will provide enough to distribute to participants at the next electronics recycling event and at various City buildings.

**G. DISCUSSION ITEMS**

1. City of Menasha Energy Usage

New air conditioning system has been installed at city hall, it is expected to save 3822kwh of electricity annually. Goal for 2014 is 1% reduction in use of electricity in buildings, staff will provide a 2013 report and plan for 2014 at the February meeting. It was noted that a reminder to employees regarding idling vehicles be circulated to encourage the conservation of fuel. It was mentioned that Focus on Energy's ELO program may be applicable to street lighting.

The Green Ribbon Schools program was mentioned as a potential source of information to model programs for the community as well as to share with the school district, benchmarks could be used for City goals.

Kwik Trip is expanding the availability of liquefied natural gas at its stores throughout the state; Paul Van de Sand will check the listing for potential Fox Cities stores.

2. Waste Management

The spring electronics recycling event will be held April 26<sup>th</sup>, 2014. There is potential to add clothing and batteries to the event.

New costs for 96 gallon refuse containers have been implemented for 2014.

## 2014 Sustainable Communities Network Topics

How to increase education on recycling

- Tipping fees and tax bills
- Appleton diversion rate evaluation results
- Results of "recycling message" research in Brown County

Complete streets education campaign – eg. Neenah and Menasha

- Messaging consistency
- Bike/pedestrian access and lanes
- Public transit/car/bike route safety
- Health connection
- Green Tier "categorization" effort

Tree canopy and resilience, heat islands, aesthetics

- Oshkosh and Fox Valley canopy reports
- Tree planning workshops for municipalities and homeowners
- Kim Miller report on percent tree canopy coverage by municipality – evaluate annually
- Taking "Tree City" to next level

Urban Agriculture as emerging issue

- Selling homegrown vegetables vs home business restrictions in ordinances
- Agriculture on urban fringe
- Community Farm Incubator and beginning farmer effort

Conversion of fluorescent to LED lighting

- Baseline comparisons by similar department or building categories
- What are the incentives?

## Don Merkes

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**From:** Adam Alix  
**Sent:** Thursday, January 16, 2014 8:16 AM  
**To:** Vicki Lenz; Don Merkes  
**Subject:** Library LED sign FYIs

Hi Vicki and Mayor,

FYIs- We completed the entire sign LED retro on Tuesday between snow squalls and I'm very pleased with how it looks.

I had gotten an estimated cost from TLC Lighting of \$3,800 for them to do this work. I found the GE system at Midwest Sign and purchased what we needed for \$965.42 and estimate Mike Beck's invoice to be around \$175 for a grand total of \$1,140.42. This project was prompted by the fact that one half of the fluorescent lighting needed repairs and we had funds left in the repairs and maintenance subaccount.

Based on approximately 4,000 hours of darkness annually, the old fluorescent lighting used about 1,920 kWh annually and the new LED modules will use about 768 kWh annually. That computes to a 60% savings to power the sign.

Adam