



Sustainability Commission

Regular Meeting

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Final Minutes

Tuesday, March 10, 2020

5:30 PM

I. Call to Order

The meeting was called to order at 5:34 PM by Alderperson Casey Nelson

Attendee Name	Title	Status	Arrived
Eric Rakers	City Engineer	Excused	
Casey Nelson	Alderperson	Present	
Renee Gasch	Commissioner	Present	
Rebecca McKean	Commissioner	Present	
Bill Niedzwiedz	Commissioner	Present	
Larry Garrison	Commissioner	Absent	
Randall Lawton	Commissioner	Absent	

Others present:

Mayor Walsh

Scott Thoresen, Director of Public Works

Betty Sellenheim, Recording Secretary

2. Approval of Sustainability Commission December 10, 2019 Meeting Minutes

Commissioner McKean moved to approve the Sustainability Commission December 10, 2019 meeting minutes, seconded by Commissioner Niedzwiedz.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Rebecca McKean, Commissioner
SECONDER:	Bill Niedzwiedz, Commissioner
AYES:	Casey Nelson, Renee Gasch, Rebecca McKean, Bill Niedzwiedz
EXCUSED:	Eric Rakers, Larry Garrison, Randall Lawton

II. Public Comment

Alderperson Nelson shared regarding Wisconsin Conservation Northeast Climate Roundtable on March 24 at YWCA-Green Bay.

III. Action Items

1. Consideration and possible action on Trex Plastic Film Recycling Challenge*

Scott Thoresen, Director of Public Works, outlined the history of this program's discussion through Sustainability Commission. Mr. Thoresen stated staff further researched the logistics of participating in the Trex Plastic Film Recycling Challenge. Mr. Thoresen outlined the timeline, locations, acceptable items, and City responsibility. Mr. Thoresen stated once the City collects 500 pounds, Trex will send a bench. Staff recommends approving participation in the Trex Plastic Film Recycling Challenge and forwarding to Common Council for approval.

Commissioner McKean questioned dropping City bags off at Festival Foods. Mr. Thoresen stated that would be the intention. Commissioner McKean requested bringing in St. Norbert College and the Environmental Committee to spread the word on campus and participate in collection. Alderperson Nelson agreed with incorporating them in the

challenge. Mr. Thoresen stated staff could work with St Norbert building maintenance to collect to contribute to the challenge. Alderperson Nelson questioned dropping off at Festival and their collections toward City benches. Commissioner Gasch stated they would be a drop off location but the City would self-report the weight collected in City containers. Alderperson Nelson supported the program and requested getting the word out on social media after Council approval. Commissioner Niedzwiedz questioned the timeline for collection. Mr. Thoresen stated it takes a little longer, the City would still earn a bench. Commissioner Niedzwiedz questioned if greenhouse plastic would be an acceptable material. Mr. Thoresen stated he did not think it would be included but offered to follow up with Trex. Commissioner Gasch suggested including the school districts, perhaps a challenge of east versus west or by grade. Alderperson Nelson questioned additional incentives from Trex for collections. Mr. Thoresen stated he did not know of any additional incentives but outlined some additional reasons behind the big box store collection sites.

Alderperson Nelson moved to approve the participation in the Trex Plastic Film Recycling Challenge, seconded by Commissioner Gasch.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Alderperson
SECONDER:	Renee Gasch, Commissioner
AYES:	Casey Nelson, Renee Gasch, Rebecca McKean, Bill Niedzwiedz
EXCUSED:	Eric Rakers, Larry Garrison, Randall Lawton

2. Consideration and possible action on Farmer's Market Booth Proposal*

Scott Thoresen, Director of Public Works, summarized a request from Commissioner Gasch and asked her to present further details regarding her proposal for a booth at the Farmer's Market. Commissioner Gasch explained further her request and working with Definitely De Pere to reduce waste at the Farmer's Market. Definitely De Pere would provide a tent and table for Sustainability Commission at Farmer's Market and would arrange the donation of canvas bags to distribute. Commissioner Gasch explained the biggest part will be finding volunteers to staff the tent during events and discuss sustainable ideas. Mr. Thoresen agreed that finding volunteers would be the hardest part and stated the commission will need to take full charge and responsibility for that aspect. Mr. Thoresen stated that staff currently assists with the set up for Farmer's Market and can assist with printing flyers, brochures, etc. Commissioner Niedzwiedz expressed his support of the proposal, provided key points learned from previous Farmer's Market experiences, and offered to provide perennial plants for distribution. Commissioner Gasch volunteered to create a schedule for booth shifts. Alderperson Nelson expressed his support for the proposal but was hesitant to commit to all Farmer's Market events. Mr. Thoresen expressed a few discussion points for determining event participation. Commissioner McKean expressed her support of the proposal but suggested having a display board rather than paper handouts. Alderperson Nelson expressed support of the display board idea and Mr. Thoresen recommended NEWSC as a contact. Alderperson Nelson commended St Norbert's food waste program. Alderperson Nelson questioned sending this item and Council and Mr. Thoresen explained the intent and what information would be needed for Council approval. Mayor Walsh explained this item not needing a motion or approval from Council to move forward but a motion could be made and discussed with City Attorney to be sure.

Alderson Nelson approved the proposal to coordinate with Definitely De Pere and staff a sustainability booth at the De Pere Farmer's Market once per month, seconded by Commissioner Gasch.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Alderson
SECONDER:	Renee Gasch, Commissioner
AYES:	Casey Nelson, Renee Gasch, Rebecca McKean, Bill Niedzwiedz
EXCUSED:	Eric Rakers, Larry Garrison, Randall Lawton

3. Discussion of Wisconsin Public Service Seminar

Scott Thoresen, Director of Public Works, discussed a previous request for public sustainable practice themed periodic meetings and/or workshops. Mr. Thoresen stated he reached out to Wisconsin Public Service regarding a workshop on Focus on Energy tentatively scheduled for March 25 at the Swan Club. Mr. Thoresen requested notification from Commission members who plan to attend so a notice of quorum can be posted if necessary.

No action necessary.

4. Consideration and possible action on Stormwater Art Project*

Scott Thoresen, Director of Public Works, outlined a request from Commissioner Gasch to implement a stormwater art project to educate the public about stormwater systems. The project would be a collaboration of City of De Pere, Sustainability Commission, and Definitely De Pere creating sidewalk murals by De Pere students. Mr. Thoresen reported his discussions with staff regarding size, location, and materials used. Mr. Thoresen stated he believes the most challenging part will be working with the schools on this project. Commissioner Gasch stated Tina with Definitely De Pere has contacts with the schools. Commissioner Gasch also outlined her ideas regarding this project. Alderson Nelson verified the budget being provided by Definitely De Pere. Commissioner Gasch questioned needing Board of Public Works approval on locations. Mr. Thoresen outlined the direction provided to Definitely De Pere regarding the downtown art projects. Commissioner Gasch requested staff present an educational overview of the stormwater system to the classes and promote the project on social media. Mr. Thoresen also explained the need for staff to assist with traffic safety during the art painting. Commissioner Niedzwiedz added a note about drainage locations of the Fox and East Rivers. Mr. Thoresen explained the stormwater ponds as part of the stormwater system. Alderson Nelson questioned the closest inlet to the Farmer's Market location.

Commissioner Gasch moved to approve the Stormwater Art Project with collaboration from Definitely De Pere, seconded by Alderson Nelson.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Renee Gasch, Commissioner
SECONDER:	Casey Nelson, Alderson
AYES:	Casey Nelson, Renee Gasch, Rebecca McKean, Bill Niedzwiedz
EXCUSED:	Eric Rakers, Larry Garrison, Randall Lawton

5. Consideration and possible action on Baseline Assessment

Scott Thoresen, Director of Public Works, outlined the history of Green Tier Legacy in the Sustainability Commission and outlined next steps for participation. Staff completed the baseline assessment score for current status of De Pere and annually the worksheet will need to be updated and submitted to the Wisconsin DNR. Mr. Thoresen outlined how points are earned on the scoresheet. Mr. Thoresen suggested commission members look at the City of Appleton Sustainability initiatives and other communities for ideas moving forward. Alderperson Nelson questioned how partial scores are received. Mr. Thoresen explained how full points were earned and how staff determined partial scores. Alderperson Nelson suggested an annual presentation to the Common Council. Mr. Thoresen stated the item does not require approval by Council but can be shared with the elected officials. Mr. Thoresen suggested bringing draft annual updates to the Commission and Council for approval prior to submitting to Wisconsin DNR. Mr. Thoresen outlined the goal of increasing the total score annually. Commissioner McKean questioned this scoresheet assisting in obtaining funds for sustainable initiatives and choosing sections of the worksheet to work on and discussions annually. Mr. Thoresen outlined the budget process for requesting funds. Alderperson Nelson suggested requesting a pool of funds to work with and having projects in mind. Mr. Thoresen suggested adding funding and a topic discussion to the future agenda items. Commissioner McKean commented on part of the waste reduction section. Mr. Thoresen suggested researching DNR and other communities for ideas for the future. Commissioner Gasch suggested individuals select sections they are passionate about to research. Alderperson Nelson agreed regarding selecting sections. Mr. Thoresen suggested emailing him top five ideas or sections to work on. Mayor Walsh suggested having a special meeting to discuss future sustainability projects or initiatives the commission wishes to focus on. Mr. Thoresen asked Mayor Walsh if a special meeting could be held outside of the Council Chambers. Mayor Walsh believed the meeting could be held elsewhere.

Alderperson Nelson moved to approve and submit the baseline assessment to DNR, seconded by Commissioner Gasch.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Alderperson
SECONDER:	Renee Gasch, Commissioner
AYES:	Casey Nelson, Renee Gasch, Rebecca McKean, Bill Niedzwiedz
EXCUSED:	Eric Rakers, Larry Garrison, Randall Lawton

IV. Future Agenda Items

Scott Thoresen, Director of Public Works, tentatively scheduled a special meeting for April 29, 2020 at 5:30 PM to discuss as a group the initiatives to tackle. The June meeting will include a discussion of budget needs for the initiatives chosen in the April special meeting.

V. Adjournment

Alderperson Nelson moved to adjourn the meeting at 6:57 PM, seconded by Commissioner Niedzwiedz.

Upon vote, the motion passed unanimously.

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk's office at 339-4050 by Noon, the previous day so that arrangements can be made.

***Items with an asterisk require City Council approval.**

Agenda Sent To:

Alderspersons

City Administrator

Mayor

Department Heads

TV, Newspapers & Radio Stations

Kress Family Library

De Pere Chamber of Commerce

Respectfully submitted,
Betty Sellenheim