



# Sustainability Commission

## Regular Meeting

### Minutes

335 South Broadway  
De Pere, WI 54115  
[www.deperewi.gov](http://www.deperewi.gov)

Tuesday, July 8, 2025

5:30 PM

Council Chambers/Virtual

I. Call to Order

1. Roll Call

Aldersperson Quigley called the meeting to order at 5:30 PM

**Present:** Emily Henrigillis, Randall Lawton, Nicole Slavin, John Quigley

**Absent:**

**Excused:** Jayne Black, Carmen Van Schyndel, Rachel Weber, Anna Metzler

II. Public Comment on Matters not on the Agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Sustainability Commission. §6-3(f) DPMC

None

III. Items

1. Approval of the April 8, 2025 Sustainability Commission Meeting Minutes

Aldersperson Quigley moved to approve the April 8, 2025 Sustainability Commission Meeting Minutes, seconded by Commissioner Lawton. Upon roll call vote, the motion passed unanimously.

<b>RESULT:</b>	<b>ADOPTED BY ROLL CALL VOTE [UNANIMOUS]</b>
<b>MOVER:</b>	John Quigley
<b>SECONDER:</b>	Randall Lawton
<b>AYES:</b>	Emily Henrigillis, Randall Lawton, Nicole Slavin, John Quigley
<b>EXCUSED:</b>	Jayne Black, Carmen Van Schyndel, Rachel Weber, Anna Metzler

2. Discussion with Toni Burns Regarding Composting

Chase Kuffel, Assistant City Engineer, introduced Toni Burns to further discuss her ideas for composting alternatives and food waste reduction.

Ms. Burns shared some articles and information she found about food waste in America. Mr. Kuffel stated that he would provide copies to the Commission of the articles Ms. Burns brought. Ms. Burns shared her belief that De Pere residents are forward thinking and prepared to bring about change on food waste and composting.

Commissioner Henrigillis asked Ms. Burns what her ideal composting program would look like for De Pere. Ms. Burns shared that she would like to see all homes, businesses, and schools composting within their location and added that she had brought the Mill Food Recycler forward to staff during initial discussions. Ms. Burns added that she would also like to see the food not be wasted and rather given to people in need or feed animals. Commissioner Henrigillis asked Ms. Burns how she composts. Ms. Burns

shared that she has a kitchen compost bucket and a bin in her yard with worms that she rotates to create her own compost matter. Ms. Burns shared that she would like to see composting and food waste reduction taught in the schools. Commissioner Henrigillis asked Ms. Burns if she knew about the City compost reimbursement program. Ms. Burns stated she did and shared how it works and her thoughts on it. Ms. Burns stated that she believes there would be interest from the community if a resolution could be found to create a home/community composting program that doesn't cost a lot of money.

Discussion only. No action necessary.

### 3. Discussion with Carrie Gillman Regarding Curbside Food Scrap Pickup Programs

Chase Kuffel, Assistant City Engineer, introduced Carrie Gillman to further discuss her graduate degree project regarding curbside food scrap pickup programs.

Ms. Gillman shared her research on curbside food scrap pickup programs and why she believed De Pere was in a position to be successful with this type of program and how the City could use the finished product. Ms. Gillman offered to leave a one-page summary of her research with staff to share with the commission members.

Aldersperson Quigley moved to open the meeting for public comment at 5:49 PM, seconded by Commissioner Lawton. Upon roll call vote, the motion passed unanimously.

Toni Burns, 1032 S. Seventh St, shared her interest in this type of program and her appreciation of Ms. Gillman for sharing.

Aldersperson Quigley commented that residents have indicated that environmental stewardship is often ranked highly in community surveys.

Commissioner Henrigillis asked if Ms. Gillman looked at anaerobic digesters as part of her project. Ms. Gillman stated that she did and added that they are pricey to build. Commissioner Henrigillis added that there are some in the immediate area and could be a viable option to add to a curbside service. Ms. Gillman added that digesters require a smaller footprint and can be placed on less-desirable/less-useful land.

Aldersperson Quigley moved to return to regular session at 5:51 PM, seconded by Commissioner Slavin. Upon roll call vote, the motion passed unanimously.

Discussion only. No action necessary.

### 4. Composting Program Update

Chase Kuffel, Assistant City Engineer, updated the Commission on the number of participants and budget status for the Composting Reimbursement Program. Mr. Kuffel shared the numbers from 2024 and also current numbers.

Commissioner Henrigillis asked if the individuals that have not participated in the City reimbursement program have also terminated services with Greener Bay Compost. Mr. Kuffel stated he would not know unless the resident had contacted the City to provide that information. Aldersperson Quigley stated that he subscribes to Greener Bay Compost services but has yet to turn in a receipt for reimbursement. Aldersperson Quigley asked if he was included in the number of current participants. Mr. Kuffel stated he was not because the City has not received invoices or receipts for reimbursement.

Discussion only. No action necessary.

5. Discussion on Pollinator Garden RFP

Chase Kuffel, Assistant City Engineer, explained that staff sent out an RFP for Pollinator Gardens at Urban Orchards and did not receive any proposals back. Mr. Kuffel stated that staff received feedback from three companies regarding why they would not be submitting a proposal; this feedback is included in the agenda packet. Mr. Kuffel stated that the Commission will need to determine how to move forward with pollinator outreach/programming.

Commissioner Lawton shared his experience working with Will Dickinson on his personal pollinator garden. Commissioner Henrigillis suggested planting the pollinator gardens as a commission with the help of volunteers. Mr. Kuffel stated he would reach out to Mr. Dickinson to get quote or get an idea of what could be changed on RFP to get better participation. Mr. Kuffel asked Commissioner Henrigillis if the City would still issue an RFP for the plants and provide volunteer labor or if the Commission would do both the purchasing and planting in-house. Commissioner Henrigillis suggested doing the planting and purchasing in-house and offered to lead the program. Mr. Kuffel stated that staff will bring this item back at the next meeting to decide which avenue the Commission wishes to focus on between Mr. Dickinson or in-house. Commissioner Slavin suggested possibly splitting the RFP between plant supplier and labor supplier or offering a small salary to hire a crew to plant.

Discussion only. No action necessary.

6. Consideration and possible action on initiative advertising opportunities

Betty Marovich, Administrative Assistant, shared advertising opportunities and prices for the commission to consider for their sustainability initiatives. Opportunities included: City Newsletter, promotional swag, printed brochures, Reid Street banner, water bill inserts, movie theater ads, and radio ads. Ms. Marovich also suggested a partnership opportunity with City of Green Bay and/or Northeast Wisconsin. Ms. Marovich added that the pollinator gardens and advertising would come from the same budgeted amount of money.

Aldersperson Quigley asked if certain times are reserved for specific events. Ms. Marovich stated that certain blocks are set aside, to a degree, for recurring events such as the Brown County Fair. Aldersperson Quigley asked if the movie theater ad could be for a shorter duration than a year. Ms. Marovich stated she would ask if that was possible. Commissioner Henrigillis asked if the ad could change within the year at the theater. Ms. Marovich stated she would also ask that and get the information to the commissioners. Commissioner Henrigillis spoke in favor of having a printed brochure that outlined the current initiatives and the Reid Street banner.

No action taken.

7. Discussion on Sustainability Commission Initiative Prioritization

Chase Kuffel, Assistant City Engineer, suggested tabling the item until the August meeting for further discussion.

Discussion only. No action necessary.

8. Clean Air Initiative Update

Chase Kuffel, Assistant City Engineer, suggested tabling the item until the August meeting for further discussion.

Discussion only. No action necessary.

9. Adopt-a-Drain Update

Chase Kuffel, Assistant City Engineer, explained the intent of this item is to provide the Commission an update regarding the City's Adopt-a-Drain program which currently has eight households participating with ten drains adopted.

Discussion only. No action necessary.

10. Discussion on Planned Natural Landscape Resources

Betty Marovich, Administrative Assistant, stated the intent of this item is to allow for discussion on moving forward with creating planned natural landscape resources for resident use. Ms. Marovich shared a couple different options for presenting information, including offering generalized information or personalized to City sites. Ms. Marovich provided options for how personalized information could be obtained including social media call-outs/requests and windshield surveys. Ms. Marovich stated that if the Commission decided to move forward with offering this information, they would have to decide if it would be presented as a magazine, online resource, walking/driving tour, or video tour with interviews. Ms. Marovich stated that the resource should include locations, photos, species information and benefits, along with plants to avoid.

Commissioner Slavin spoke in favor of offering a video walking tour of locations with interviews. Commissioner Slavin added that residents with these types of spaces would most likely be willing to share what they have done and be included.

Discussion only. No action necessary.

11. City Pollinator Week Proclamation

Chase Kuffel, Assistant City Engineer, stated that at the June 3, 2025 Common Council Meeting, Mayor Boyd issued the proclamation declaring that June 16-22, 2025 be City Pollinator Week.

Commissioner Lawton asked if it was the same as 2024. Mr. Kuffel stated it was with updated dates and stated it would likely be done annually moving forward.

Discussion only. No action necessary.

12. Discussion on June Farmer's Market

Chase Kuffel, Assistant City Engineer, stated this item is to allow the Commission a chance to share their experience at the June 19 Farmers Market. At this event, the Mulva Cultural Center partnered with the City to spread the word about pollinators. Multiple hands-on activities were offered including seed paper making and seed bombs, along with a pollinator themed raffle. Mr. Kuffel shared that a few pictures were included in the packet that were taken by the social media and video production team.

Aldersperson Quigley and Commissioner Henrigillis spoke in favor of seed bomb making and its popularity with guests. Commissioner Henrigillis offered her struggle with the limited number of city residents that attend the events. Betty Marovich, Administrative Assistant, suggested speaking with the Park Department about setting up a booth at the weekly Beer Garden. Commissioner Slavin spoke in favor of a booth at Beer Garden and stated that individuals at Beer Garden spend more time at the event compared to Farmers Market and would allow for increased discussions. Commissioner Henrigillis shared her belief that the Master Gardener's Open House at Locktenders should appeal to city residents for participation. Commissioner Slavin shared a personal experience with the seed bombs at the June

market. Commissioner Lawton stated that sharing the information is important, no matter where the guest is from.

Ms. Marovich shared the information for the July 17 market, which is stormwater themed and will include a stormwater model and stormwater pinko game offered by NEWSC (Northeast Wisconsin Stormwater Consortium) and a recording from a storm inlet to the Fox River to play on loop. Commissioner Lawton asked if stormwater pond benefits are highlighted. Mr. Kuffel stated that the model shows how materials flow across a landscape and where they are deposited including stormwater retention ponds, rivers, lakes, etc.

Discussion only. No action necessary.

13. Consideration and possible action on election of Chairperson

Commissioner Slavin nominated Commissioner Henrigillis for Sustainability Commission Chairperson. Commissioner Henrigillis accepted the nomination. Upon roll call vote, the motion passed unanimously.

<b>RESULT:</b>	<b>ADOPTED BY ROLL CALL VOTE [UNANIMOUS]</b>
<b>MOVER:</b>	Nicole Slavin
<b>SECONDER:</b>	None
<b>AYES:</b>	Emily Henrigillis, Randall Lawton, Nicole Slavin, John Quigley
<b>EXCUSED:</b>	Jayne Black, Rachel Weber, Carmen Van Schyndel, Anna Metzler

14. Consideration and possible action on election of Vice Chairperson

Aldersperson Quigley nominated Commissioner Slavin for Vice Chairperson. Commissioner Slavin rejected the nomination.

Betty Marovich, Administrative Assistant, explained the process moving forward if a chairperson or vice chairperson were not elected. Ms. Marovich suggested tabling the election of the vice chairperson until the August meeting anticipating higher attendance.

Commissioner Slavin moved to table the vice chairperson election until the August Sustainability Commission meeting, seconded by Commissioner Lawton. Upon roll call vote, the motion passed unanimously.

<b>RESULT:</b>	<b>ADOPTED BY ROLL CALL VOTE [UNANIMOUS]</b>
<b>MOVER:</b>	Nicole Slavin
<b>SECONDER:</b>	Randall Lawton
<b>AYES:</b>	Emily Henrigillis, Randall Lawton, Nicole Slavin, John Quigley
<b>EXCUSED:</b>	Jayne Black, Rachel Weber, Carmen Van Schyndel, Anna Metzler

IV. Adjournment

Mr. Kuffel recapped the agenda items that would be presented at the August Sustainability Commission meeting.

Aldersperson Quigley moved to adjourn the meeting at 6:29 PM, seconded by Commissioner Henrigillis. Upon vote, the motion passed unanimously.

Respectfully submitted,  
Betty Marovich