



Sustainability Commission

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Agenda

Tuesday, November 12, 2024

5:30 PM

Council Chambers and Virtual

Pursuant to Wisconsin Statute 19.84, Notice is hereby given to the public that a meeting of the **Sustainability Commission** of the City of De Pere will be held on **November 12, 2024 at 5:30 PM** in the **COUNCIL CHAMBERS, 2ND FLOOR CITY HALL, 335 S. BROADWAY STREET. DE PERE.**

The Public or Members of the Sustainability Commission, which may count toward an official quorum, may attend the meeting either in person in the Council Chambers or telephonically or electronically via video conferencing or other appropriate technological means. Telephonic or electronic access to the meeting is provided below:

Computer/smart phone accessing <https://www.gotomeet.me/DePere>

OR

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(312\) 757-3117](tel:+13127573117)

Access Code: 154-883-285

This meeting may also be rebroadcast on Spectrum Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at <http://deperecitywi.igmp2.com/>.

I. Call to Order

1. Roll Call

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

III. Items

- 1. Approval of October 8, 2024 Sustainability Commission Meeting Minutes**
- 2. Discussion on Carbon Monoxide Detectors for Local Schools**
- 3. Consideration and Possible Action on Clean Air Initiative**
- 4. Consideration and possible action on Composting Services Reimbursement**
- 5. Discuss Clean Energy Workplan Updates**
- 6. Consideration and Possible Action on Adopt-a-Drain Incentive Program**
- 7. Adopt-a-Drain PSA video review**

IV. Future Agenda Items

V. Adjournment

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



City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: November 12, 2024

DEPARTMENT: Sustainability Commission

FROM: Betty Marovich

SUBJECT: Approval of October 8, 2024 Sustainability Commission Meeting Minutes

ATTACHMENTS:

- 2024 1008 Sustainability Commission_Draft Minutes (PDF)



Sustainability Commission

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Draft Minutes

Tuesday, October 8, 2024

5:30 PM

Council Chambers and Virtual

I. Call to Order

The meeting was called to order at 5:30 PM by Chairman Jayne Black

Attendee Name	Title	Status	Arrived
Jayne Black	Chairman	Present	
Emily Henrigillis	Commissioner	Late	5:43 PM
Randall Lawton	Commissioner	Late	6:10 PM
Nicole Slavin	Commissioner	Present	
Carmen Van Schyndel	Commissioner	Present	
Rachel Weber	Commissioner	Present	
John Quigley	Aldersperson	Excused	
Anna Metzler	Teen Advisor	Present	

Others present:

Chase Kuffel, Assistant City Engineer

Betty Marovich, Administrative Assistant/Recording Secretary

Scott Thoresen, Public Works Director

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

None

III. Items

1. Approval of the September 10, 2024 Sustainability Commission Meeting Minutes

Commissioner Van Schyndel moved to approve the September 10, 2024 Sustainability Commission Meeting Minutes, seconded by Commissioner Black. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Carmen Van Schyndel, Commissioner
SECONDER:	Jayne Black, Chairman
AYES:	Jayne Black, Nicole Slavin, Carmen Van Schyndel, Rachel Weber
EXCUSED:	Emily Henrigillis, Randall Lawton, John Quigley

2. Consideration and Possible Action on Extending or Terminating Contract for Food Composting Services with Greener Bay Compost, LLC*

Chase Kuffel, Assistant City Engineer, explained that Greener Bay Compost, LLC has indicated they will terminate their contract with the City of De Pere at the end of 2024 if the City of De Pere does not budget what they deem to be sufficient funding for composting services in 2025. This item was originally discussed on September 10, 2024 and referred back to staff in an effort to facilitate further discussion between Greener Bay Compost, LLC and the City. As part of the attempt to continue discussions with Greener Bay Compost they indicated that they will continue to serve the residents of the City of

De Pere even after termination of the partnership. In lieu of continuing the contract between the City of De Pere and Greener Bay Compost, LLC, it was suggested that the City could start a reimbursement program where the City reimburses subscription fees to continue encouraging residents to partake in the composting services. Residents could then, quarterly, submit their invoices from Greener Bay Compost, LLC to the City for review and reimbursement of half their monthly subscription fee. The City would then mail a reimbursement check directly to the resident after the reimbursement has been processed. Mr. Kuffel shared the participant numbers and costs from September, along with weight of diverted materials. Staff recommends that the contract between the City of De Pere and Greener Bay Compost, LLC be terminated effective January 1, 2025 and approve the draft letter to residents including in the packet. In lieu of continuing this contract, the City will utilize the \$12,000 budget requested for 2025 to start up a reimbursement program half of the subscription fees for residents utilizing Greener Bay Compost, LLC for composting services. Upon approval, staff will send a letter to all current residents registered through Greener Bay Compost to update them on the reimbursement process starting in 2025.

Commissioner Weber suggested using "discontinuation" rather than "termination" in the letter to participants. Commissioner Van Schyndel asked how staff would handle cutting off participants as funding was depleted. Mr. Kuffel explained that the reimbursement would be on a first come, first served basis from a list of enrolled participants. Betty Marovich, Recording Secretary, clarified whether residents would be paid based on when invoices were received. Mr. Kuffel stated he would start using the most recent list of participants from Greener Bay Compost and add from there based on invoices received. Commissioner Van Schyndel verified that staff will not know a participant is active or requesting reimbursement until it is received. Mr. Kuffel stated that as participants request reimbursements, he would update the list and be able to project budget impacts. Commissioner Weber asked if new participants would need to reach out to staff to be included for reimbursement. Mr. Kuffel stated that would not be necessary and they could just submit their invoices for reimbursement. Commissioner Van Schyndel asked if there was a chance that staff would receive invoices and not be able to reimburse due to a lack of remaining budget. Mr. Kuffel stated that could very well happen. Commissioner Van Schyndel asked if there was a way to get participants to sign-up for the reimbursement or indicate interest to help staff track budget and to ease residents fear of not being reimbursed. Mr. Kuffel stated that participants could be asked to email staff to indicate interest and staff would reply letting them know whether the budget could accommodate their reimbursement for the year. Commissioner Black asked if staff anticipated the new process being an administrative hassle. Mrs. Marovich stated she would work with Chase on how he wants to facilitate the new reimbursement program and stated that with relying on residents to submit invoices for reimbursement, she felt that staff would see more budget left at the end of the year rather than falling short of being able to fund participants. Mrs. Marovich also stated that staff will need to work to get the word out for new participants that may not know they can be reimbursed for the program. Commissioner Slavin asked if wording needs to be incorporated that states that the limit or end of the reimbursement program, whether it is for 2025 or indefinite. Mr. Kuffel stated that it would be part of the budget process that begins in July annually and if the program would not be funded, staff would notify participants. Commissioner Black asked what staff needed from the Commission to move forward. Mr. Kuffel outlined the options for action.

Commissioner Weber moved to approve terminating contract for food composting services with Greener Bay Compost, seconded by Commissioner Black. Motion amended to approve the letter to be sent to 2024 participants and continue reimbursement program coordinated by City. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Rachel Weber, Commissioner
SECONDER:	Jayne Black, Chairman
AYES:	Jayne Black, Nicole Slavin, Carmen Van Schyndel, Rachel Weber
EXCUSED:	Emily Henrigillis, Randall Lawton, John Quigley

3. Clean Air Initiative Update

Chase Kuffel, Assistant City Engineer, explained the intent of this item is to allow for discussion on next steps, any updates pertaining to the clean air initiative, observations, and feedback that the Commissioners have received from the local school districts. Commissioner Black provided the attached newsletter that she wishes to send to the School Districts to reaffirm the No Idling campaign that kicked off last year. She also wishes to drop off bumper stickers at the schools to further advertise the no idling campaign. Mr. Kuffel shared that staff met with Christopher Thompson, District Administrator, Noah Wentland, Director of Buildings & Grounds, and Dawn Foeller, Finance Director of the Unified School District of De Pere on September 10 regarding the potential purchasing of carbon monoxide detectors for their school district. During the discussion, they expressed interest in detectors in science labs and kitchens but it was determined that in-home style carbon monoxide detectors would not be best suited for their district as only one room would be notified of the leak at a time and could potentially cause a panic and disarray throughout the school. The school district's preference would be to have any installed carbon monoxide detector be integrated such that they also notify District and school officials at the time of a leak. Noah Wentland indicated he would be able to provide staff an estimate of what it would cost to install such a system. Staff also invited Noah to the November 12 Sustainability Commission meeting to further discuss carbon monoxide detectors as they would pertain to the Unified School District of De Pere. Mr. Kuffel added that staff also reached out to Principal Molly Mares of Notre Dame Academy of De Pere to gauge her interest or need for Carbon Monoxide Detectors. She has indicated that Notre Dame would be interested, and staff is working to schedule a meeting with the Maintenance Leadperson at the school to see how to best suit their needs. Mr. Kuffel recommended approval of the attached No Idling Clean Air Initiative newsletter and upon approval, staff will send the newsletter to the local superintendents for consideration and inclusion on School District media.

Commissioner Henrigillis arrived at 5:43 PM.

Commissioner Van Schyndel asked how the clean air initiative had been received to date. Commissioner Black explained that Commissioners met with district superintendents who had indicated they were on board and receptive to the newsletter. Commissioners observed the schools following the publication of the newsletter and noted that it did not seem to have an impact on the idling vehicles. Commissioner Black stated that she believed the Commission should keep working on the initiative and added that having the bumper stickers in the school and district offices could add a visual reminder.

Commissioner Van Schyndel asked how the newsletter that was included in the packet is disseminated through the district. Commissioner Black explained that it would first be sent to the superintendents for approval, then to the individual school principals to be included in the newsletters that are printed or emailed to families. Mr. Kuffel stated that in the past, the schools have not notified staff that it had been published and resulted in staff searching newsletters to verify it had been included. Commissioner Van Schyndel asked if staff or Commission members had reached out to the schools for feedback from parents after publication. Commissioner Black stated that the only reaching out members had done was to attempt on-site awareness, which received push back from the schools. Mr. Kuffel offered to request feedback when he reaches out for approval of the newsletter. Commissioner Van Schyndel asked if there were bumper stickers available. Betty Marovich, Recording Secretary, stated that there were bumper stickers available from the August Farmers Market Booth. Mrs. Marovich voiced concerns over having the bumper stickers in the school and accessible to be stuck in areas that may be viewed negatively or as vandalism. Commissioner Weber asked if staff can direct how the newsletter is distributed, for example to the PTO. Mr. Kuffel stated that staff can ask when it is sent over. Commissioner Weber stated that commission members could request to present this item at a PTO meeting. Commissioner Black stated that she had started to do that at the end of last school year but had a conflict during the one meeting that she had scheduled to attend. Mrs. Marovich suggested that bumper stickers be brought if members decided to speak at PTO meetings. Advisor Metzler agreed that the stickers may end up stuck in random places but added that it might increase their chances of being seen. Commissioner Van Schyndel asked what other ideas the members have had to get the word out to busy parents. Commissioner Black stated the main goal is to prevent the exhaust fumes from entering the air exchange at the school and that the initiative should concentrate on the schools. Mrs. Marovich explained that staff had created yard signs that Commission members had distributed to neighboring properties to the schools that may catch driver's eye as they are waiting at the schools. Commissioner Henrigillis stated that she had dropped off about 10 signs to neighbors and commented that they were not presently out. Mrs. Marovich suggested keeping a list of locations that had been given yard signs and they could be contacted when school was in session and request that they put their sign back up. Mr. Kuffel asked how much it would cost to create additional signs. Mrs. Marovich stated that the signs that were made last year were made in-house in the sign shop using past No Mow May signs. Mrs. Marovich added that new signs would be \$2-3 each and could be double-sided and yard stakes could be used from past signs reducing the potential cost. Commissioner Van Schyndel supported sending the newsletter for approval and asking for feedback from the schools, along with finding additional ways to get the word out to parents and drivers. Commissioner Black suggested adding wording to the newsletter to allow parents to reach out to staff to obtain a bumper sticker. Mr. Kuffel stated the recommendation would be approval of the attached No Idling Clean Air Initiative newsletter with added language for parents to request bumper stickers and staff would send the newsletter to the local superintendents for consideration and request feedback. Mrs. Marovich commented that this item had not been created to take action. Mr. Kuffel further explained that the memo was written to take action but the agenda item was for discussion only. Commissioner Weber stated that weather would be getting colder in November and more drivers would be idling and it would be a good time to have it published as a reminder. Commissioner Van Schyndel suggested that staff could email to get feedback prior to taking action to see if there were any tweaks that could be made prior to publishing. Scott Thoresen, Public Works

Director, stated that action could not be taken and would need to be brought back to the next meeting.

Discussion only. No action necessary.

RESULT:	DISCUSSED
----------------	------------------

4. Discuss Clean Energy Workplan

Chase Kuffel, Assistant City Engineer, stated that the intent of this item is to allow the Sustainability Commission the opportunity to discuss next steps and any updates pertaining to the Clean Energy Workplan.

Members of the Clean Energy Subgroup stated they did not have any updates.

Discussion only. No action necessary.

RESULT:	DISCUSSED
----------------	------------------

5. Discussion on Terrace Tree Species Selection Process

Chase Kuffel, Assistant City Engineer, stated that Commissioner Henrigillis had requested that staff provide information on how the City selects what types of trees can be planted within the terrace between the curb and the sidewalk. Mr. Kuffel explained that City of De Pere Parks, Recreation and Forestry Department maintains and manages all trees located within parkways, along City streets, and within the acres of public parks and recreational land. Their policies and procedures are outlined within the City of De Pere Arboricultural Specifications Manual, which is in the packet for the Sustainability Commission's consideration. Included in this specifications manual are the recommended and banned street tree planting lists for the City of De Pere. The recommended street tree list (Appendix E) is further broken down into small, medium, and large trees subsections which provide tree species for specific terrace widths or overhead utility restrictions. Forestry staff will evaluate each locations underground utilities to determine planting locations and require a ten foot buffer around underground utilities. The banned street tree list (Appendix F) lists the common names and reasons why certain trees are not planted within City limits. The Parks, Recreation and Forestry Department then provides order forms for City residents to order trees based on the tree availability at the nurseries the City purchases through. The City no longer purchases balled or burlapped tree and only is supplied bare root trees from its nurseries.

Commissioner Weber shared a comment from an anonymous acquaintance regarding serviceberry trees located along the Walsh Plaza on James Street. Commissioner Weber suggested that a care packet be provided to residents regarding their specific tree following planting. Mr. Kuffel explained that Walsh Plaza was publicly bid per plans designed by a landscape company and reviewed by Parks, Recreation, and Forestry Department. Mr. Kuffel stated that those trees were not selected using the same process, but understood the concerns about the planting. Commissioner Slavin asked about obtaining native tree species versus cultivars. Mr. Kuffel stated that the Forestry staff will be looking to include additional nurseries next year to obtain more diversity and selection. Mr. Kuffel admitted that he did not understand the difference regarding cultivars. Commissioner Slavin explained cultivars compared to native species and requested that more research be done to obtain native species. Mr. Kuffel stated he would follow up with the Forestry Department regarding this request. Commissioner Weber

suggested specific groups, commissions, and departments be listed on page 13 of the manual under "Inter Departmental Coordination and Cooperation".

Discussion only. No action necessary.

RESULT:	DISCUSSED
----------------	------------------

6. Discussion on September Farmer's Market Booth

Chase Kuffel, Assistant City Engineer, stated that the intent of this item is to provide the Commission the opportunity to discuss their experience at the September 19, 2024 farmer's market booth.

Commissioner Henrigillis commented that her son hustled to get people to visit the booth and learn about stormwater. Commissioner Black commented that there was a lot of engagement. Commissioner Henrigillis added that some people at the market signed up to adopt a drain but were not City residents. Betty Marovich, Recording Secretary, stated that quite a few people commented that they already clean the drains near their home but did not sign up for one reason or another. Commissioner Henrigillis added that she has spoken with other residents who already clean the drains near their home and requested that they sign up for the adopt a drain program for the City to track and receive credit as part of DNR permits. Commissioner Black suggested incentivizing signing up to offset the responsibility of cleaning and reporting. Commissioner Van Schyndel shared that she has found multiple tiered reward/incentive programs associated with these programs. Commissioner Henrigillis commented that the City recently recorded two videos to promote the program. Mrs. Marovich commented that multiple people who stopped suggested having chalk at each of the events, no matter the topic. Commissioner Van Schyndel stated that she found other communities that have a stencil that residents use chalk to denote their adopted drains. Commissioner Henrigillis stated that in her experience spray paint is used, but commented that chalk would be good alternative.

Discussion only. No action necessary.

RESULT:	DISCUSSED
----------------	------------------

7. Current Sustainable Projects

Chase Kuffel, Assistant City Engineer, stated that this month's sustainable project is the Foundation Drain Disconnection Program (FDDP). Through this program, the City is reimbursing residents a maximum of \$4,000 to cover 80% of the cost to install sump pumps and disconnect foundation drains located under or around their homes. Mr. Kuffel explained the importance of this program and preventing inflow and infiltration (I&I) from being discharged into the sanitary system. When clean rain water is discharged into the sanitary system, it is transported to the Green Bay Metropolitan Sewerage District (GBMSD) and the City pays to unnecessarily treat this water. GBMSD has flow monitors installed within the sanitary system and have recorded peak factors as high as 20 (flows 20 times greater than average flows) following rainfall events. The influx of clear water has led GBMSD to contact their contributing municipalities and ask them to work on reducing their inflow and infiltration. Mr. Kuffel explained that if I&I is not reduced it can lead to treatment plant and pipe upgrades and those costs are passed on to the contributing municipalities. Mr. Kuffel further explained the difference between inflow and infiltration and their common sources. It is estimated that approximately 50% of the I&I in the City is privately contributed. Mr. Kuffel explained the work the City does to

correct I&I in City owned facilities including sewer lining and relaying defective pipes. Mr. Kuffel stated that it is estimated that the City pays a few hundred thousand dollars annually to treat clear water. Mr. Kuffel stated that the FDDP kicked off with an 80% reimbursement for volunteering properties and will switch to a mandate in 2025 with a 50% reimbursement rate. Mr. Kuffel explained how staff will determine mandated properties. Currently residents have been paying approximately \$4,000 to have the work completed with the City reimbursing the resident 80% of eligible costs. Mr. Kuffel stated that approximately 2,400 residents were notified at the start of the program and staff has spoken with about half of them to date. Mr. Kuffel shared that 71 properties have completed the work as part of the program. Mr. Kuffel added that St. Norbert College owns multiple homes that may be eligible for this work and reimbursement and they recently scheduled inspections for 31 properties to determine if foundation drains were present.

Commissioner Lawton arrived at 6:10 PM.

Commissioner Van Schyndel asked the age of properties that have had sump pumps. Mr. Kuffel stated that notices were sent to properties built before 1985 and staff has been getting reports of installed sump pumps in homes dating back to mid 1960s. Mr. Kuffel explained how residents can report their sump pumps if they were notified of the program and further explained how staff had created the mailing list of the original properties to be notified by having performed walking and driving surveys and checking old records.

Discussion only. No action necessary.

RESULT:	DISCUSSED
----------------	------------------

8. Pending Sustainability Commission Items

Chase Kuffel, Assistant City Engineer, shared a list of items staff and the Sustainability Commission are currently working on including:

- Urban Orchard Update: Staff is meeting with the Urban Orchard Committee on October 9 to discuss the installation of pollinator gardens and the proposals outlined by Selena of Rooted In, Inc.

- Sustainability Commission Introductory Packet:

- Robert's Rule of Order to be drafted by Alderperson Quigley
- Subgroup Rules were received from Commissioner Weber
- Initiative History to be drafted by staff

Commissioner Black asked if Selena from Rooted In, Inc had been notified of the upcoming meeting. Mr. Kuffel stated that it is an internal staff meeting and she had not been notified. Mr. Kuffel added that all the signs had been installed at the urban orchards.

Discussion only. No action necessary.

RESULT:	DISCUSSED
----------------	------------------

IV. Future Agenda Items

Mr. Kuffel stated he would bring back the adopt-a-drain program and incentive program. Commissioner Black requested viewing the adopt-a-drain promotion videos.

V. Adjournment

Commissioner Slavin moved to adjourn the meeting at 6:18 PM, seconded by Commissioner Henrigillis. Upon vote, the motion passed unanimously.

Respectfully submitted,
Betty Marovich



City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: November 12, 2024

DEPARTMENT: Sustainability Commission

FROM: Chase Kuffel

SUBJECT: Discussion on Carbon Monoxide Detectors for Local Schools

ATTACHMENTS:

- 2024 1112 CI_SC_Carbon_Monoxide_Detectors (PDF)

CITY OF DE PERE MEMO



To: Sustainability Commission
From: Chase K Kuffel, PE, Assistant City Engineer
Date: November 12, 2024

RE: **Discussion on Carbon Monoxide Detectors for Local Schools**

Noah Wentland, Director of Buildings & Grounds, has agreed to attend today's Sustainability Commission meeting to discuss carbon monoxide detector installation at the local schools. In an email to staff, Noah indicated that to meet the Unified School District of De Pere's needs, the detectors would be programmed into the school district's alarm system and would cost \$2,000 per unit. The purpose of this item is to provide an open dialogue between the Sustainability Commission and the School District to answer any questions and see what would best meet the school district's needs with the Commission's budget or discuss alternative options for utilizing the clean air initiative budget.



City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: November 12, 2024

DEPARTMENT: Sustainability Commission

FROM: Chase Kuffel

SUBJECT: Consideration and Possible Action on Clean Air Initiative

ATTACHMENTS:

- 2024 1112 CI_SC_Clean_Air_Inititive (PDF)
- No idling_Commission Comments (1) (PDF)
- Email to Districts (PDF)

CITY OF DE PERE MEMO



To: Sustainability Commission
From: Chase K Kuffel, PE, Assistant City Engineer
Date: November 12, 2024

RE: **Consideration and Possible Action on Clean Air Initiative**

The intent of this item is to allow for discussion on next steps, any updates pertaining to the clean air initiative, observations, and feedback that the Commissioners have received from the local school districts. Commissioner Black provided the attached newsletter that she wishes to send to the School Districts to reaffirm the No Idling campaign that kicked off last year. Pursuant to the discussion at the October Sustainability Commission meeting, language has been included in the newsletter to have Idle Citizens pick up bumper stickers to further promote the Clean Air Initiative at the De Pere Municipal Service Center at 925 S. Sixth Street. Staff also included the draft email that would be sent to the school districts for their consideration and approval of the newsletter.

Staff reached out to both the Unified School District of De Pere and the West De Pere School District for feedback on February's newsletter that was sent to the school districts. Only the West De Pere School District has responded indicating they like the newsletter.

Recommendation:

Staff recommends that the Commission approve the attached No Idling Clean Air Initiative newsletter. Upon approval, staff will send the newsletter to the local superintendents for consideration and inclusion on School District media.

Attachments:

Idle Citizen Newsletter
Email to School Districts

City of De Pere No Idling Clean Air Initiative

The No Idling Clean Air Initiative was implemented in 2023 with the support of the Unified School District of De Pere and the West De Pere School District to lower harmful gas emissions and protect the lungs of our children. This year, we are again asking drivers to turn off their engines when waiting more than 10 seconds (weather permitting) while picking up children.

We would love you to commit to No Idling; the positive affects are great for our schools, students, community, and our environment!

Not idling is a great way to make sure the air in your children's classroom is clean and it helps the schools out too!

Not idling means that children with asthma and allergies will not get sick because fumes from idling affects their health.

Not idling means that greenhouse gas emissions will be lower and that is good for the challenges of climate change.

We ask for your support; it is an easy way to provide clean air for everyone!

1 in 13 school age children have asthma.

Can car idling reduce asthma risk?

Air toxins are pollutants known to cause serious health problems such as asthma. Vehicle exhaust is a major source of air pollution. By reducing car idling, the potential of lung irritation and inflammation can be reduced, therefore **potentially reducing the risk of developing asthma** and other exhaust-related health problems.

CLEAN AIR: DON'T SIT IDLE-LY BY

BECOME THE IDLE CITIZEN BY
TURNING YOUR CAR OFF
WHILE YOU WAIT
#cleanaircleanlungs



City of De Pere

The City of De Pere Sustainability Commission

Chase Kuffel

Cc: Betty Marovich
Subject: City of De Pere Sustainability Commission - Clean Air Initiative

Good Morning *SUPERINTENDENT*,

On behalf of the City of De Pere Sustainability Commission, I'm forwarding you the attached newsletter pertaining to their Clean Air Initiative. The Commission is looking for your consideration and approval to submit this newsletter to the corresponding school principals within your school district to further their educational campaign. The intent of the program is to educate parents and students about the emissions generated and impacts to children when cars are left to idle nearby schools.

I appreciate you taking the time to review the attached newsletter.

Thanks,

Chase

Chase K Kuffel, PE

Assistant City Engineer | [City of De Pere](http://www.cityofdepere.com)

925 S. Sixth Street | De Pere, WI 54115

Tel: (920) 339-4072 x 2239 | Fax: (920) 339-4071





City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: November 12, 2024

DEPARTMENT: Sustainability Commission

FROM: Chase Kuffel

SUBJECT: Consideration and possible action on Composting Services Reimbursement

ATTACHMENTS:

- 2024 1112 CI_SC_Composting (PDF)
- 2025_Compost_Reimbursement_Update (PDF)

CITY OF DE PERE MEMO



To: Sustainability Commission
From: Chase K Kuffel, PE, Assistant City Engineer
Date: November 12, 2024

RE: **Consideration and Possible Action on Composting Services Reimbursement**

At the October 15, 2024 Common Council Meeting, the Council and City Administrator Delo requested that the Sustainability Commission look at putting a hard cap on the monthly reimbursement rates provided to City of De Pere residents utilizing composting services through Greener Bay Compost, LLC. The fear is that Greener Bay Compost would take advantage of the City's program and would increase subscription fees to abuse the reimbursement rates.

Instead of a 50% reimbursement, staff has changed the program language to the following:
"Residents utilizing the "Every-Four-Weeks Pickup Plan" would be reimbursed \$9.00 per month and residents utilizing the "Every-Other-Week Pickup Plan" would be reimbursed \$15.00 per month."

These amounts reflect 50% of the current subscription rates Greener Bay Compost, LLC's composting services. The program would next be available for evaluation at the end of 2025 if the commission wishes to continue offering reimbursement to City residents in 2026.

Language has also been updated in our letter to residents to require they preregister with City staff to lock-in their spot within the 2025 budget.

Recommendation

Staff recommends that the Sustainability Commission approves the updated reimbursement language for the 2025 Composting Services Reimbursement Program.

Attachments

2025_Compost_Reimbursement_Update

CITY OF DE PERE

Engineering Division

925 S. Sixth Street, De Pere, WI | 920-339-4061 | www.deperewi.gov/engineering



October, 2025

«OWNMAIL1»

«OWNMAIL3»

«OWNMAIL4»

Re: Reimbursement for Utilizing Greener Bay Compost, LLC

Dear OWNMAIL1:

Starting January 1, 2025, the City of De Pere will no longer be partnering with Greener Bay Compost, LLC to reimburse half of the subscription fees for De Pere Residents utilizing their composting services. Starting in January, Greener Bay Compost will automatically switch your invoice to cover the full cost for their services. Instead of paying half the subscription fees directly to Greener Bay Compost, the City will now reimburse subscription fees directly to our residents to continue using these composting services.

Residents utilizing the "Every-Four-Weeks Pickup Plan" would be reimbursed \$9.00 per month and residents utilizing the "Every-Other-Week Pickup Plan" would be reimbursed \$15.00 per month.

The City plans to reimburse residents quarterly for these services.

What this means for you:

1. There should be no change in your service through Greener Bay Compost, LLC moving forward as a result of the discontinuation of their contract with the City of De Pere.
2. The City will reimburse subscription fees quarterly (every three months).
3. If you are interested in continuing your service with Greener Bay Compost, LLC, we ask that you contact me directly at ckuffel@deperewi.gov to reserve your spot within our 2025 budget. We are currently budgeted to accommodate all residents currently using these services and budget funds will be first come first served for all new registrants.

Over →

4. For reimbursement, you can either:
 - a. Scan or send a picture of your composting invoices to my email at:
ckuffel@deperewi.gov
 - b. Upload a picture or scanned copy of your invoices to
<https://deperewi.seamlessdocs.com/f/compostreimbursement>
 - c. Drop off or mail a copy of your monthly invoices to:

Attn: Chase Kuffel

Municipal Service Center
925 S. Sixth Street
De Pere, WI 54115.

The quarterly reimbursement deadlines will be the last business days of the following months: April, July, October & January. Any invoices received after these dates will then be carried forward to the next reimbursement period.

Should you have any questions regarding this service or the City's reimbursement process, please feel free to contact me at 920-339-4061 or email me directly at ckuffel@deperewi.gov.

Sincerely,

PUBLIC WORKS DEPARTMENT



Chase Kuffel, P.E.

Assistant City Engineer

cc. Mayor Boyd
Scott Thoresen, Director of Public Works
Sustainability Commission
Common Council



City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: November 12, 2024

DEPARTMENT: Sustainability Commission

FROM: Chase Kuffel

SUBJECT: Discuss Clean Energy Workplan Updates

ATTACHMENTS:

- 2024 1112 CI_SC_Clean_Energy_Workplan (PDF)

CITY OF DE PERE MEMO



To: Sustainability Commission
From: Chase K Kuffel, PE, Assistant City Engineer
Date: November 12, 2024

RE: **Discuss Clean Energy Workplan Updates**

The intent of this item is to allow the Sustainability Commission the opportunity to discuss next steps and any updates pertaining to the Clean Energy Workplan.



City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: November 12, 2024

DEPARTMENT: Sustainability Commission

FROM: Betty Marovich

SUBJECT: Consideration and Possible Action on Adopt-a-Drain Incentive Program

ATTACHMENTS:

- 2024 1112 CI_SC_AAD (PDF)
- Bucket Stickers (PDF)
- Bumper Stickers (PDF)
- Sign designs SC (PDF)
- Event Poster (PDF)
- Bucket Supplies (PDF)
- Tote (PDF)

CITY OF DE PERE MEMO



To: Sustainability Commission
From: Betty Marovich, Recording Secretary
Date: November 12, 2024

RE: **Consideration and Possible Action on Adopt-a-Drain Incentive Program**

The Adopt-a-Drain program that was proposed at the August 13 Sustainability Commission was approved by Common Council at their August 20, 2024 meeting. The intent of this item is to discuss the plan for the Adopt-a-Drain program moving forward and decide if/how volunteers could/should be rewarded for their cleaning efforts. Here are some ideas to consider:

Start-up Kit:

The start-up kit was the most commonly seen option offered by other community adopt-a-drain programs. Many communities only offer a start-up kit and no other incentives. Most commonly included items are listed below. Their approximate cost is listed behind each item.

- Bucket (\$5) (\$7 with 7" x 7" sticker affixed)
- Dustpan/Broom (\$7)
- Gloves (reusable (\$2) or disposable (\$6))
- Safety vest (\$2)/shirt (\$10)
- Welcome packet (in-house)
- Paper clean-up report forms (in-house)

Some start-up kits also included these additional items:

- Yard sign (\$4), sticker (\$2-3), stencil, window cling

Annual Recognition Event:

Annually the City could host an appreciation event for volunteers. Invitations could be for volunteers, volunteers +1, or family. Volunteers could be recognized for most cleanings, most weight/mass collected, etc. The cost of this event would depend on the number of volunteers and whether additional guests were invited, along with venue and meal options. In other locations, such as Superior, WI they partner with their Parks Department to hold one large volunteer appreciation event each year. The City does not currently have a volunteer appreciation event, but could work in coordination with Police Department for recognizing Crossing Guards. Superior's event often occurs in conjunction with a public concert and volunteers get food truck vouchers, appreciation swag, and a raffle ticket.

Tiered Recognition Program:

A tiered recognition program would be the most labor intensive of the options for staff to track the participation, but would give members an incentive to keep working towards. This would pair well with offering an annual recognition event. Below is an example of a tiered recognition program.

- Level 1: Window cling/sticker for minimum 1 cleaning in first year
- Level 2: Themed tote bag for minimum 12 cleanings reported within a year
- Level 3: Themed baseball cap or beanie for 3 years of service and minimum 12 cleanings reported per year
- Level 4: Themed T-shirt for 5 years of service and minimum 12 cleanings reported per year
- Level 5: Plaque to be displayed at (Location to be determined) for 10 years of service and minimum 12 cleanings reported per year

Referral Program:

A referral program would promote current volunteers to recruit additional volunteers to adopt drains. The new volunteer would be able to write the name of the referring volunteer on their registration form. For each referral, the volunteer would be submitted for a monthly/quarterly/annual prize drawing. To prevent fake registrations, we could require a certain number of clean-up logs be created by the new volunteer before the referral is entered for prizes. This would pair well with offering an annual recognition event.

Volunteer Spotlight:

Each month, the City could spotlight one of the volunteers on their social media account as a thank you for their efforts.

Recommendation:

Staff has no recommendation regarding an incentive or reward program for Adopt-a-Drain. The Commission will need to consider if they wish to offer such a program and what kind.

Attachments:

Bucket Stickers Designs

Yard Sign Designs

Bumper Sticker Designs

**PROUD PARENT
OF A STORM
DRAIN**

A large, stylized graphic of a water splash or bubble burst in various shades of blue, framing the central text.

KEEPING STORM DRAINS CLEAR IN DE PERE



**I ADOPTED
MY LOCAL
STORM DRAIN**

PROUD PARENT OF A STORM DRAIN

A stylized blue water splash graphic with several droplets and waves, positioned behind the main title text.

A stylized blue water splash graphic with several droplets and waves, positioned behind the text.

**KEEP STORM DRAINS CLEAR
IN DE PERE**

PROUD PARENT OF A STORM DRAIN

A rectangular banner with a blue background featuring a repeating pattern of overlapping circles and triangles in various shades of blue. The text is centered in bold black capital letters.

**KEEP STORM DRAINS CLEAR
IN DE PERE**



PROUD PARENT OF A STORM DRAIN



KEEPING STORM DRAINS CLEAR IN DE PERE

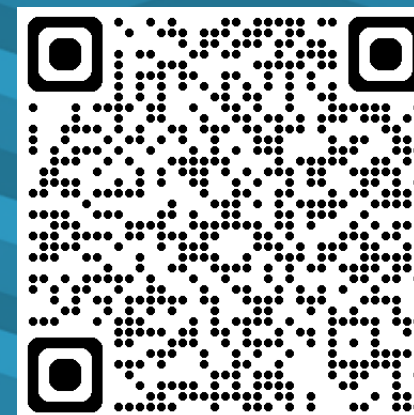
ONLY SNOW AND RAIN DOWN THE DRAIN

DE PERE[®]



I ADOPTED MY LOCAL
STORM DRAIN

Scan for more information



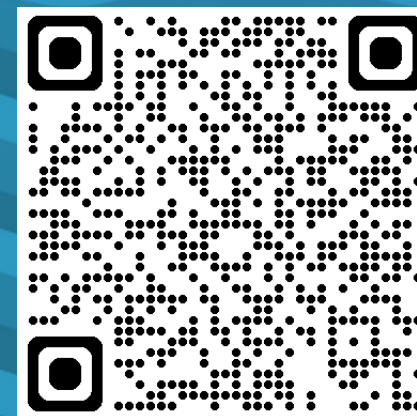
KEEPING STORM DRAINS CLEAR

IN DE PERE



ONLY SNOW AND RAIN
DOWN THE DRAIN

Scan for more information

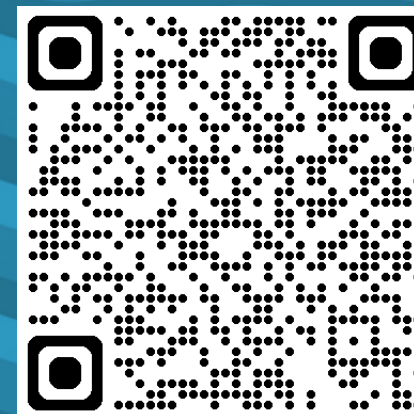


KEEPING STORM DRAINS CLEAR IN DE PERE



ONLY SNOW AND RAIN
DOWN THE DRAIN

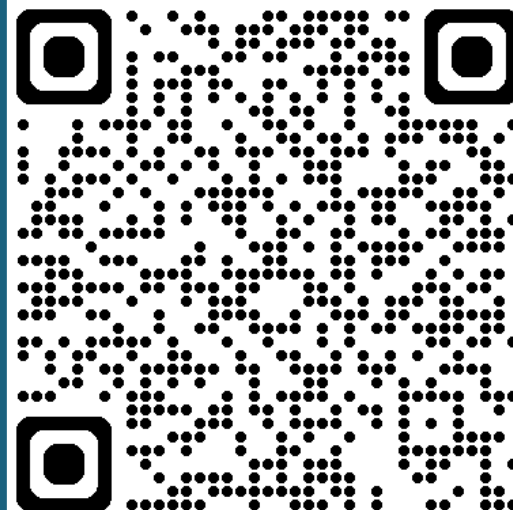
Scan for more information





WE WANT YOU!

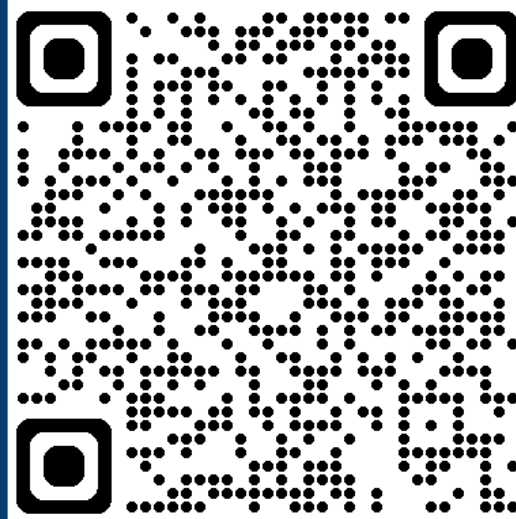
ADOPT YOUR LOCAL
STORM DRAIN





WE WANT YOU!

ADOPT YOUR LOCAL
STORM DRAIN



AUG 28 VOLUNTEER APPRECIATION EVENT

5 PM - 8 PM

WHERE: Barker's Island Festival Park (15 Marina Dr.)

- 5:00 – 6:00 PM: Food Trucks & Volunteer Check-in
- 6:00 – 8:00 PM: Douglas County Mafia (pictured)

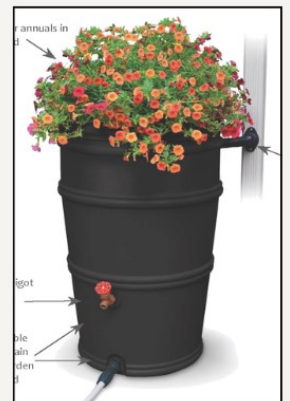


This event is in conjunction with our Bayside Sounds Around Town Concert Series and all are welcome!



Exclusive for City Volunteers:

- \$5 food truck discount coupon.
- Enter to win prizes at the event such as a rain barrel!



SUPERIOR
WISCONSIN
Living up to Our Name

More Information

Jodi - saylorj@superiorwi.gov

Megan - hogfeldtm@superiorwi.gov

RAIN DATE:
Wednesday

Packet Pg. 41



I'm a SUPERIOR Volunteer



Superior, Wisconsin



City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: November 12, 2024

DEPARTMENT: Sustainability Commission

FROM: Betty Marovich

SUBJECT: Adopt-a-Drain PSA video review
