



Sustainability Commission

Special Meeting

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

Final Minutes

Tuesday, October 11, 2022

5:30 PM

Council Chambers and Virtual

I. Call to Order

The meeting was called to order at 5:30 PM by Alderperson John Quigley

Attendee Name	Title	Status	Arrived
Jayne Black	Commissioner	Present	
Cindy Champeau	Commissioner	Present	
Renee Gasch	Commissioner	Present	
Emily Henrigillis	Commissioner	Present	
Randall Lawton	Commissioner	Present	
Eric Rakers	City Engineer	Excused	
John Quigley	Aldersperson	Present	

Scott Thoresen, Public Works Director

Betty Sellenheim, Recording Secretary

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. §6-3(f) DPMC

None

III. Items

1. Approval of the September 13, 2022 Sustainability Commission Meeting Minutes.

Commissioner Henrigillis moved to approve the September 13, 2022 meeting minutes, seconded by Aldersperson Quigley. Upon vote, the motion passed unanimously

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Emily Henrigillis, Commissioner
SECONDER:	John Quigley, Aldersperson
AYES:	Black, Champeau, Gasch, Henrigillis, Lawton, Quigley
EXCUSED:	Eric Rakers

2. Commission Member Introductions

Members of the Commission and staff in attendance introduced themselves and their backgrounds.

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

3. Update on Sustainability Strategies Scoresheet

Scott Thoresen, Public Works Director, provided an overview of the Green Tier Legacy Community Program and their sustainability strategies scoresheet. Mr. Thoresen elaborated on the scoresheet including the baseline score, the projects completed by staff and the commission, and projects of interest to the commission.

Commissioner Lawton asked staff to explain where the scoresheet came from. Mr. Thoresen explained the scoresheet came from the Wisconsin Department of Natural Resources as part of the Green Tier Legacy Program to help communities and businesses

track their progress on sustainable practices. Alderperson Quigley asked staff to elaborate on the list of projects for 2021 provided in the memo, asking if those were items staff was working on. Mr. Thoresen explained where the list came from and current progress by staff and commissioners and reiterated that commission members will need to invest time into projects they wish to see completed. Commissioner Gasch expressed concerns about progress made on projects brought forward and offered that the group needs to re-commit to making progress. Mr. Thoresen explained that making changes to the ordinance (the next agenda item) would help move items forward quicker and make progress. Commissioner Gasch asked staff's level of support for the items listed on the scoresheet. Mr. Thoresen explained, in terms of commission make-up and ordinance, staff's position for the commission and projects and reiterated that the commission is to work on City-wide projects, not internal operations. Alderperson Quigley explained, from his view as an Alderperson, how some projects get hung-up. Commissioner Lawton expressed concerns about relying on the commission volunteers to create change through the scoresheet. Mr. Thoresen empathized with the concerns and added that staff understands the benefits of having individuals dedicated to working on sustainable initiatives (such as Green Bay) and such an individuals may be requested in the budget process for 2024.

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

4. Consider and Possible Action on Municipal Ordinance Sec. 10-19 – Sustainability Commission*

Alderperson Quigley mentioned a proposal forwarded to members regarding meeting every other month and having working groups and deferred to Scott Thoresen, Public Works Director, for additional details. Mr. Thoresen explained how the commission and ordinance was created and provided examples of ordinance changes provided by members including frequency of meetings and creating sub-committees. In regards to frequency of meetings, Mr. Thoresen explained no changes were necessary to the ordinance to increase from the minimum of four meetings, but suggested scheduling monthly meetings and cancelling if there were not enough agenda items to act upon. Mr. Thoresen also explained sub-committees or working groups to tackle sustainable projects.

Alderperson Quigley moved to meet monthly starting January 2023, seconded by Commissioner Black. Upon vote, the motion passed unanimously.

Alderperson Quigley clarified that meeting in small sub-committees/working groups would be limited to 2 commission members. Mr. Thoresen stated that would be the suggestion from staff based on conversations with the City Attorney. Mr. Thoresen added that working groups of 2 members would not require an ordinance change. Commissioner Lawton asked for clarification regarding open meetings requirements. Alderperson Quigley and Mr. Thoresen offered insight regarding rolling quorum and other open meeting requirements and added that conversations that were not commission related, were non-issues.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Quigley, Alderperson
SECONDER:	Jayne Black, Commissioner
AYES:	Black, Champeau, Gasch, Henrigillis, Lawton, Quigley
EXCUSED:	Eric Rakers

5. Consider and Possible Action on Clean Air Ordinance*

Aldersperson Quigley outlined the history of this item through the Commission and Council. Aldersperson Quigley shared concerns brought forward from Council members and how they can be addressed and added that other communities have similar ordinances in place that can be used as reference. Aldersperson Quigley shared that Council members expressed less support of the use of police resources to enforce the ordinance. Aldersperson Quigley outlined steps for his new clean air proposal; beginning as a voluntary and educational campaign that ultimately could lead to an ordinance. Commissioner Gasch expressed concerns about idling, the process of this item being presented to Council, and only offering an educational campaign without enforcement options. Commissioners Henrigillis and Black shared their experiences with educational campaigns. Scott Thoresen, Public Works Director, updated the commission on the discussion and lack of action taken by the Council on this project, at the request of Aldersperson Quigley to have it referred back to Commission. Aldersperson Quigley added information with regards to how the item got added to the Council agenda for consideration. Mr. Thoresen further explained the process of items from Sustainability Commission being recommended to Council. Aldersperson Quigley offered to work on fine tuning his recommendation and bring it back in December and asked staff if another member could work with him. Mr. Thoresen suggested having Commissioner Gasch assist, as it was her item initially.

Commissioner Gasch moved to table the Clean Air Ordinance until December 13, 2022 meeting, seconded by Aldersperson Quigley. Upon vote, the motion passed unanimously.

RESULT:	TABLED [UNANIMOUS]
	Next: 12/13/2022 5:30 PM
MOVER:	Renee Gasch, Commissioner
SECONDER:	John Quigley, Aldersperson
AYES:	Black, Champeau, Gasch, Henrigillis, Lawton, Quigley
EXCUSED:	Eric Rakers

IV. Future Agenda Items

Aldersperson Quigley requested discussing/assigning/selecting future sustainable projects for 2023.

Commissioner Henrigillis requested salt use education for private and commercial sidewalks/driveways (Community presentation from Salt Wise or information to social media)

Commissioner Gasch requested revisiting an Energy Efficiency program/educational seminar/workshop with WPS

Commissioner Lawton requested a discussion/summary of sustainable items in the City budget

V. Adjournment

Commissioner Gasch moved to adjourn the meeting at 6:45 PM, seconded by Commissioner Black. Upon vote, the motion passed unanimously.

Respectfully submitted,
Betty Sellenheim