MINUTES

Ad-Hoc Sustainability Committee Meeting

July 7, 2020

Members Present: Mary Robb, Amber Meyer Smith, Angela Freedman, Bruce Fischer, Judy Taber, Michael Tiboris

Members Absent:

Staff Present: Andrew Bremer, Stephanie Miller, Karen Knoll

1. CALL TO ORDER

Meeting called to order at 6:02 by Freedman.

2. PUBLIC APPEARANCES

Brad Czebotar -5211 Cook Street, Village Board President wanted to welcome those serving on the committee and reviewed the history of the Village Board's consideration of joining the Wisconsin DNR Green Tier Program, creation of a standing sustainability committee, and the duties of the Ad-Hoc Sustainability Committee.

3. APPROVAL OF MINUTES

a. Review and possible approval of the June 2, 2020 Ad-Hoc Sustainability Committee meeting.

Fischer moved to approve the June 2, 2020 minutes. Smith seconded the motion. Motion carried 6-0.

4. BUSINESS.

a. Presentation and discussion of the Wisconsin DNR Green Tier program

Laurel Sukup - Chief of Sustainability and Business Support for the Wisconsin DNR addressed the committee and explained her position, how it works, along with doing a presentation on the Green Tier program. Sukup explained what legacy communities are, along with the benefits and how to participate. Sukup reviewed the list of members in the state, including cities, towns, and counties. There are 29 total members. Initially there was a cap of just five members while the program got up and running. There is no fee to participate, you would need people to participate in meetings and webinars, and there is the cost of covering participating staff salaries. It was discussed that it would not necessarily have to be a civic employee to participate; it could be multiple who are sanctioned by the community to participate.

Members discussed the annual reports, scorecard, neighboring states involvements, how long the program has been in existence and participation in specific categories, along with how the data is shared. The scorecard was last updated in 2018, and they do make changes to the scoresheet as needed. It goes to the membership to review and vote on.

Bremer inquired on points for grants. Sukup reviewed the list and how grants are given out and how points are awarded.

Sukup summarized they want people to join because they feel it will help their community; they understand it may not be of help for all communities. Bremer advised he would get copies of the documents as presented along with the information on the July 27th webinar, and reach out to get some of the member's annual reports. Members discussed the program, which was presented, and how it relates to hiring a consultant. Members concurred to each reach out to other communities after Bremer has made contact with Sukup to compile a list of contacts, members will come up with one or two questions they would like to ask and submit them to Bremer prior to the August meeting.

b. Discussion and action to make a recommendation to the Village Board regarding a request for Proposals to create a sustainability Plan for McFarland.

Bremer discussed the draft RFP as submitted in the packet. Bremer reviewed Section 4.1 of the RFP Scope of Work. Per his report in packets, Bremer reviewed sustainability plans from other communities and found a wide array of themes or chapter topics. Section 4.1 was drafted based on those common themes or topics that were in most plans with the final General Sustainability topic a catch-all for potential plan recommendations that do not fit in the other categories. Bremer indicated he was looking for feedback from the committee as to what they felt was appropriate. Members discussed how the Green Tier program might fit within the sustainability plan. Members discussed that joining Green Tier was not a substitute for a sustainability plan but a plan supplement. Bremer noted that the evaluation of the Green Tier is something that the committee can work on over the next couple of months and then the consultant can incorporate the components of Green Tier into the final sustainability plan if the committee recommends joining the program. Members also discussed the evaluation process for applicants, who is on the evaluation team, and the selection schedule. The evaluation team will be the Village Administrator, Bremer and Freedman. Members discussed the option of adding another committee member to the evaluation team, a selected person or the chair and vice-chair.

Bremer indicated based on the committees discussion the motion would be to make a recommendation to the Village Board regarding a request for proposal (RFP) to create a sustainability Plan for McFarland with the recommendation to expand the evaluation team to include the vice-chair of the Ad-Hoc Committee, and, for the September 1st Ad-Hoc Committee be provided with copies of all of the proposals which were submitted in addition to receiving the recommendation from the evaluation team. Tiboris so moved. Robb seconded the motion. Motion carried 6-0.

c. Discussion regarding creating a Standing Sustainability Committee

Freedman moved to postpone this item until a future meeting. Tiboris seconded the motion. Motion carried 6-0.

5. SCHEDULE NEXT MEETING DATE

a. Tuesday August 4, 6:00 pm

6. ADJOURNMENT.

Smith moved to adjourn. Fischer seconded the motion. Motion carried. Meeting adjourned at 8:10 p.m.