

**INVER GROVE HEIGHTS
ENVIRONMENTAL ADVISORY COMMISSION MEETING MINUTES
Thursday, June 27, 2019
8150 Barbara Avenue
7:00 P.M.**

1. CALL TO ORDER

The Environmental Advisory Commission of Inver Grove Heights met in regular session on June 27, 2019, in the City Council Chambers. Chair Trenzeluk called the meeting to order at 7:00 p.m.

2. ROLL CALL

Present: Chair Ted Trenzeluk, Commissioners; Sarah Brass, Katherine Teiken, Patricia Todd, Aditya Jayam, Lauren DiGidio, Matt Mills, Robert Heidenreich and Nichole Boehmke.

Absent: N/A

3. PRESENTATIONS

4. ANNOUNCEMENTS

A. April 2019 – Metro Environmental Commission Conference Update

Chair Trenzeluk provided the Commission an update on the April 2019 Metro Environmental Commission Conference. He attended the water and sustainable lawn sub-group but noted there were many choices of small group topics to join and recommended other Commissioners attend next year's event. Chair Trenzeluk stated he is interested in the city's street redevelopment rain garden program and recommended that the Commission continue to discuss the ways the Commission can help the city expand and market the program. He also noted that other cities in the metro area have implemented programs on pollinator-friendly gardens and student commissioners which the Commission may also want to consider.

5. CONSENT AGENDA

A. Minutes of April 11, 2019 Environmental Commission Meeting Minutes

Motion by Commissioner Boehmke, seconded by Commissioner Jayam to approve the minutes from April 11, 2019 as submitted.

Ayes: 8

Nays: 0 Motion carried.

6. PUBLIC COMMENT

7. ADMINISTRATIVE PRESENTATIONS

A. Review Environmental Advisory Commission Composition and Duties

Ms. Hillstrom reviewed the City Code 2-1: General Provisions and City Code 2-4: Environmental Advisory Commission to restate the duties and provisions of the Environmental Commission.

B. Minnesota GreenStep Cities Progress Report & Review of Next Steps

Ms. Hillstrom reviewed the background, description and the city's status in the GreenStep Cities program. As of June 2019, the City of Inver Grove Heights was recognized at the League of Minnesota Cities Annual Conference for reaching Step 3 of the program. Now the city will work to reach Step 4 by May 2019, which requires the city to collect data on 11 required metrics.

Chair Trenzeluk asked who will be working on this data collection going forward and Ms. Hillstrom responded she will be collaborating with other departments to collect and consolidate the data.

Commission Jayam asked about more information regarding the Xcel Energy fleet study report and if the report recommended the city replace any existing vehicles with an electric vehicle. Ms. Hillstrom responded that Xcel Energy's fleet assessment reported 14 vehicles could be replaced with an electric vehicle based on the data collected, however additional factors such as financial resources, vehicle size and replacement schedule need to be discussed internally prior to making any decisions.

Commissioner Brass asked when Step 4 would be reached. Ms. Hillstrom responded that the city would need to complete data collection by May 2020 move to Step 4 in 2020.

Commissioner Teiken asked how often the data would be updated. Ms. Hillstrom responded that annually the city would expect to update at least the 11 required metrics.

Commission Mills asked if we need to wait a full year to achieve Step 4 if the May 2020 deadline is not met. Ms. Hillstrom responded in the affirmative.

Commissioner Heidenreich asked if this data is already collected by other agencies such as the census. Ms. Hillstrom responded in the affirmative and noted in some cases, the city will reach out to other agencies for the data instead of the city collecting it firsthand.

Commission Jayam asked if we expect to achieve Step 4 and if other cities have met Step 4. Ms. Hillstrom responded in the affirmative.

8. REGULAR AGENDA

A. Recommend Approval or Denial for Sustainable Purchasing Policy

Ms. Hillstrom presented the draft Sustainable Purchasing Policy that had been updated based on comments provided by the Environmental Commission in February 2019.

Commissioner Trenzeluk recommended the Commission decide to recommend or deny the policy at this meeting.

Ms. Hillstrom noted the city's Finance Director recommended the city complete this GreenStep Cities best practice by creating a formal policy instead of administrative

guidelines to provide more structure to purchasing and a formal way to make updates. The Finance Director reviewed and approved of the policy as written.

Commissioner Boehmke noted that the policy is written to require reporting on purchases which may assist the city in meeting Step 4 and 5 of the GreenStep program. Ms. Hillstrom responded in the affirmative and noted reporting is a main goal of this policy so the city can evaluate its effectiveness and continue to make improvements as needed.

Motion by Commissioner Heidenreich, seconded by Commissioner Jayam to recommend approval of the Sustainable Purchasing Policy as submitted. Motion to approve carried unanimously.

B. Election for Chair and Deputy Chair of the Environmental Commission

Commissioner Trenzulek requested nominations for Chair.

Motion by Commissioner Heidenreich, seconded by Commissioner Boehmke to recommend Chair Trenzulek to remain as Chair of the Environmental Commission. Motion to approve carried unanimously.

Commissioner Trenzulek requested nominations for Deputy Chair.

Motion by Commissioner Boehmke, seconded by Commissioner Jayam to recommend Commissioner Brass as Deputy Chair of the Environmental Commission. Motion to approve carried unanimously.

9. COMMISSION COMMENTS

Commissioner Teiken asked Ms. Hillstrom what other environmental projects not discussed today are on-going. Ms. Hillstrom responded that the city has added organics collection at City Hall and will continue to organics collection at event and other administrative municipal buildings as funding allows.

Commissioner Trenzulek reminded the Commission that Commissioners are welcome to suggest an environmental topic of interest for the Commission to consider by adding it to an agenda for discussion. He recommended that Ms. Hillstrom add student commissioners and rain gardens marketing to future Commissioner agendas as time allows.

Commissioner Boehmke stated she is interested in the Environmental Commission discussing creating an organics drop site in the city, which was brought up by the Inver Grove Heights' resident, Christina Rademacher, at the May 2019 Environmental Commission meeting.

Commissioner Jayam and Commissioner Mills requested the Environmental Commission receive an update on the Minneapolis/St. Paul Airport activity and regulation.

Commissioner Jayam suggested inviting high school students to present to the Commission on environmental topics of interest. Commissioner Trenzulek suggested waiting to combine this concept with the student commissioner initiative.

10. ADJOURN

The Commission meeting adjourned at 7:56 pm. Motion approved unanimously.