

City of Ramsey
Agenda
Environmental Policy Board (EPB)
Monday March 7, 2011
6:30 pm
Mississippi River Room, 7550 Sunwood Drive NW

1. **Call to Order**
2. **Citizen Input**
3. **Approve Agenda**
4. **Approve Minutes**
 1. Approve meeting minutes dated 2/7/11
5. **Policy Board Business**
 1. 2011 Work Plan
 2. 2011 Environmental Expo & Tree Sale
6. **Board/Staff Input**
 - Arbor Day
 - EAB workshop
7. **Adjournment**

Environmental Policy Board (EPB)

Item #: 4. 1.

Date: 03/07/2011

By: Chris Anderson
Community Development

Information

Title:

Approve meeting minutes dated 2/7/11

Attachments

EPB draft meeting minutes dated 2/7/11

Form Review

Inbox

Chris Anderson (Originator)
Form Started By: Chris Anderson
Final Approval Date: 03/04/2011

Reviewed By

Chris Anderson

Date

03/04/2011 11:19 AM
Started On: 03/04/2011 11:15 AM

**ENVIRONMENTAL POLICY BOARD
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

On Monday, February 7, 2011, the Environmental Policy Board (EPB) met in the Mississippi River Conference Room at the Ramsey Municipal Center, 7550 Sunwood Drive N.W., Ramsey, Minnesota.

Members Present: Chairperson Michael Max
 Board Member Thomas Stodola (arrived 6:42pm)
 Board Member Bob Bentz
 Board Member John Freeburg
 Board Member John Enstrom
 Board Member Kathleen Riley-Daniels

Members Absent: Board Member Trent Hassett

Also Present: Environmental Coordinator Chris Anderson
 Councilmember Randy Backous

CALL TO ORDER

Chairperson Max called the meeting to order at 6:35 p.m.

CITIZEN INPUT

None.

APPROVAL OF AGENDA

Motion by Board Member Freeburg and seconded by Board Member Bentz to approve the agenda as submitted.

Board Member Enstrom stated that he cannot vote because he never received the agenda, cases or minutes.

Environmental Coordinator Anderson stated that he emailed the agenda, cases and minutes to each Board Member. This time, it was sent as a pdf along with instructions for accessing the agenda from the City's website. The City is now using a software program that was implemented for City Council back in November and is now being implemented for all boards and commissions. From now on, Board Members will still receive an email from Staff, but

rather than attaching individual cases, minutes and the agenda, it will simply notify them that the agenda is complete and can be accessed from the City's website.

Environmental Coordinator Anderson stated that he also always reminds Board Members each month that if there is any portion of the agenda that they would prefer a hard copy of, they just need to let him know prior to the meeting and he will provide a copy for them at the meeting.

Board Member Enstrom clarified that he did receive the email but couldn't open the attachment.

Board Member Freeburg provided Board Member Enstrom with a print out of the instructions to access the agenda online.

Motion carried. Voting Yes: Chairperson Max, Board Members Freeburg, Riley-Daniels and Bentz. Voting No: None. Abstain: Board Member Enstrom. Absent: Board Members Stodola and Hassett.

APPROVAL OF ENVIRONMENTAL POLICY BOARD MINUTES

Chairperson Max noted two corrections to the minutes: Page 2, second paragraph, change note to not and Page 4, second paragraph change than to then.

Motion by Board Member Riley-Daniels and seconded by Board Member Freeburg to approve the regular meeting minutes dated January 3, 2011 as amended.

Motion carried. Voting Yes: Chairperson Max, Board Members Bentz, Freeburg and Riley-Daniels. Voting No: None. Abstain: Board Member Enstrom. Absent: Board Members Stodola and Hassett.

Environmental Coordinator Anderson took a moment to introduce Councilmember Randy Backous to the Board and asked if he wouldn't mind telling the Board a little about himself.

POLICY BOARD BUSINESS

Case #1: 2011 Work Plan

Environmental Coordinator Anderson presented the staff report.

Chairperson Max stated that in addition to wildlife and plants that may be highlighted along certain trails, they could also include phenological information about when plants are in bloom etc.

Board Member Stodola arrived.

Chairperson Max stated that he thought Emerald Pond Park or Elmcrest Park would be ideal locations for a rain garden demonstration project.

Environmental Coordinator Anderson said that Alpine Park would also be a potential site based on the layout of impervious and pervious areas and the existing drainage patterns.

Councilmember Backous stated that he thought Elmcrest Park would be great because of how much traffic moves through that park. He thought there would be much more exposure to such a project and thus may be a more effective educational tool.

Councilmember Backous stated that he thought it may be beneficial to also consider including a geothermal demonstration project there as well.

Board Member Enstrom suggested that maybe a partnership with Cross of Hope Church could be worked out as they are proposing an expansion to their building and parking areas and with that are proposing some rain gardens. Maybe that could be an opportunity.

General discussion ensued about reaching out to certain youth groups such as boy scouts, girl scouts and 4H to get them interested in environmental issues.

Environmental Coordinator Anderson stated that if a demonstration project were to be completed, that maintenance of it would likely need to be done by volunteers. He reminded the Board that the City has removed certain parks from its routine maintenance cycle in an effort to shrink the budget and adding new maintenance duties would be very difficult.

Chairperson Max suggested possibly partnering with a business for some volunteer assistance with maintenance.

Councilmember Backous stated that many youth sports teams now require a volunteer bond and thus, they may be another option for maintenance assistance.

Chairperson Max stated that he thought the draft work plan should be revised slightly to include revisiting both the water conservation tool box and invasive species web pages as needed or directed.

Consensus of the Board was that Staff should update the draft work plan and bring it back in March for review and then again in April, after reappointments and/or newly appointed members are in place.

Councilmember Backous encouraged the Board to give some thought to the public outreach component of the work plan prior to next month's meeting as well.

Case #2: 2011 Environmental Expo & Tree Sale

Environmental Coordinator Anderson presented the staff report.

Environmental Coordinator stated that Councilmember Backous suggested a possible option for a keynote speaker, polar explorer Lonnie Dupre, who just recently attempted to climb Mt. McKinley, one of only 16 ever to attempt that feat during the month of January.

Board Member Enstrom suggested that maybe having somebody attend that does chainsaw carvings. That always seems to attract people.

Board Member Riley-Daniels suggested possibly doing some sort of photo contest.

Environmental Coordinator Anderson stated that a decision needs to be made this evening whether presentations will be a part of the event or not this year because that will be a part of the promo in the newsletter if they are offered.

Chairperson Max stated that his opinion was that if a keynote speaker cannot be secured, then no presentations should be offered based on the lack of audiences in the past.

Board Member Bentz stated that he thought it might be interesting to have someone do a presentation on the history of Ramsey.

Councilmember Backous stated that the fee for booking Lonnie Dupre would be \$900 but that it was unclear whether that included travel and lodging (he currently resides in Grand Marais).

Consensus of the Board was that if Mr. Dupre is available, than the City should book him for the event.

Board Member Enstrom suggested having some sort of lawn mower display outside might help draw people in to the event. He would inquire with a couple contacts about this possibility if the Board would like.

There was consensus that Board Member Enstrom should pursue this possibility and that it would be great if they could highlight some of the newer technologies available (some of the rechargeable battery operated trimmers, hedgers, pruners etc).

Board Member Stodola left the meeting at 8:26pm.

Board Member Riley-Daniels updated the Board about sponsorship efforts and asked if joint sponsorship of both expo events was possible.

Councilmember Backous stated that he thought that made sense rather than the two events competing with each other.

Environmental Coordinator Anderson stated that he would speak with the Marketing Manager, who is coordinating the Business Expo, about this possibility.

Environmental Coordinator Anderson also stated that he would see how sponsorship of Happy Days is handled and would provide that info to Board Member Riley-Daniels.

Councilmember Backous suggested that the sponsorship info should identify the goal of trying to cover the cost of the event rather than identifying a specific dollar amount as the goal.

Councilmember Backous also suggested having a guestbook available at the expo event for attendees to sign in and provide an email address. That way, after the event is over, a brief survey could be conducted about attendees favorite booths, what they liked and didn't like, what could be done differently etc.

Councilmember Backous left the meeting at 8:50pm.

Board Member Bentz updated the Board on the status of exhibitors that have been invited and confirmed.

Board Member Riley-Daniels volunteered herself and Vice Chair Hassett to begin thinking about the Board's display for the expo event.

BOARD/STAFF INPUT

Environmental Coordinator Anderson stated he would be presenting the EAB management plan to the Park and Recreation Commission on Thursday evening.

Chairperson Max stated that he would try to attend that meeting also.

Environmental Coordinator Anderson informed the Board that the City Council would be considering a reorganization of the Planning Division at tomorrow night's council meeting.

Chairperson Max stated that he had not received anything yet about his term expiring at the end of March and was concerned about that.

Environmental Coordinator Anderson stated that he would inform Human Resources and request that that info be provided to him right away.

ADJOURNMENT

Motion by Board Member Riley-Daniels and seconded by Board Member Freeburg to adjourn the meeting.

The meeting adjourned at 9:26 p.m.

Respectfully submitted,

Chris Anderson
Environmental Coordinator

Date: 03/07/2011

By: Chris Anderson
Community Development

Information

Title:

2011 Work Plan

Background:

At the January and February regular meetings, the Board discussed its 2011 work plan. Per the direction of the Board, Staff has updated the draft work plan to include the following:

- Developing a policy that ensures readily accessible recycling opportunities in public buildings (such as in conference rooms, lobbies, etc).
- Revisiting both the water conservation and invasive species web pages as needed and/or directed by City Council.
- Developing an additional web page(s) that identifies various wildlife and plants that may be seen while utilizing the City's trail system and includes phenological information as well (potentially in conjunction/unison with the Go Anoka County project).

Observations:

Recommendation:

The Board should be prepared to review the draft work plan and discuss in more specific terms what public outreach might entail. The draft work plan will be revised accordingly and brought back to the April meeting for approval and subsequently presented to City Council for adoption.

Staff would also encourage the Board to consider adjusting the time frame of its annual plan to June 1 through May 31. As it is currently, by the time this work plan gets approved, almost half of the year will be past. Adjusting the time frame of the work plan will provide adequate time for City Council to identify their annual strategic goals and allow any newly appointed members to have input on the work plan.

EPB Action:

Based on discussion.

Attachments

Draft Work Plan

Form Review

Inbox

Chris Anderson (Originator)
Form Started By: Chris Anderson

Reviewed By

Chris Anderson

Date

03/03/2011 04:21 PM
Started On: 02/28/2011

Environmental Policy Board 2011 Proposed Work Plan

As outlined in City Code, the primary objective of the Environmental Policy Board is to review, consider, initiate and recommend to the City Council such policies, plans or projects which will enhance and preserve the natural environment of the City. The Board's scope shall include, but not necessarily be limited to, matters of the preservation of the community forest, water quality, wetland preservation, ground water protection, control of soil erosion and air, noise and light pollution.

The Environmental Policy Board will focus its efforts on the following tasks in 2011:

- Participate in an Arbor Day tree planting event.
- Encourage citizen awareness and education on environmental stewardship through the Environmental Expo & Tree Sale.
- Revisiting the water conservation and invasive species web pages as needed and/or directed by City Council.
- Public outreach.
- Demonstration project (such as a rain garden or 'mini arboretum' highlighting species that perform well in Ramsey's sandy soil).
- Developing a policy that ensures readily accessible recycling opportunities in public buildings (such as in conference rooms, lobbies, etc).
- Developing an additional web page(s) that identifies various wildlife and plants that may be seen while utilizing the City's trail system and includes phenological information as well (potentially in conjunction/unison with the Go Anoka County project).

Date: 03/07/2011

By: Chris Anderson
Community Development

Information

Title:

2011 Environmental Expo & Tree Sale

Background:

Planning for the 2011 Environmental Expo & Tree Sale continues to move along. The attached exhibit shows the status of exhibitors confirmed, invited but awaiting response, and those that have declined to participate in this year's event.

The exhibit is current as of the writing of this case; there may also be updates reported by the exhibits/activities subcommittee at the meeting.

The keynote speaker, Lonnie Dupre, has been confirmed. The hope is that the keynote speaker will help attract additional attendees to the event. With that in mind, Staff would like the Board's input regarding what time his presentation should be offered. Other than Mr. Dupre, no other presentations have been lined up.

The tree sale information is now available on the City's website and includes a fairly extensive offering of trees and shrubs. Pre-orders will be accepted through April 15.

Observations:

Recommendation:

Each of the subcommittees should be prepared to provide a brief status update for the Board. Additionally, Staff would encourage the Board to finalize what the focus of its' display/booth will be for the event.

EPB Action:

The purpose of this case is to keep the Board abreast of the upcoming expo event and thus, any potential action would be based on discussion.

Attachments

Status of exhibitors

Form Review

Inbox

Chris Anderson (Originator)
Form Started By: Chris Anderson
Final Approval Date: 03/04/2011

Reviewed By

Chris Anderson

Date

03/04/2011 10:41 AM
Started On: 02/28/2011 02:17 PM

Confirmed exhibitors:

- ACE Solid Waste, Inc.
- Connexus Energy
- Anoka County Master Gardeners
- Hostas and More
- Mcgyan Biodiesel
- Amazon Environmental, Inc. (unstaffed)
- Ramsey Tower Community Garden
- Metropolitan Mosquito Control District
- Geological Society of MN
- Audubon Center of the Northwoods
- EPB
- Parks & Recreation Commission
- MN Herpetological Society (verbal commitment)

Invitations extended to the following potential exhibitors (still awaiting responses):

- Oliver Kelley Farm
- MWWA (MN Water Well Association)
- MN Hobby Beekeepers Association
- MNRRA/NPS (Mississippi National River and Recreation Area, National Parks Service)
- Tree House of Horrors
- Tree Care Advisors
- Simply Neutral
- Wood Carvers Association
- Ramsey Garden Club
- Centerpoint Energy
- Anderson Irrigation
- Cheerful Chuggers 4-H
- Master Naturalists

The following invitees have declined to participate in this year's event:

- ACD (conflicts with their seedling sale)
- Seat yourself
- Cedar Creek Ecosystem Science Reserve
- Rum River Creations