

City of Ramsey
Agenda
Environmental Policy Board (EPB)
Monday April 4, 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 March 7, 2011
- 5. Policy Board Business**
 1. Appointment of Chairperson and Vice Chairperson
 2. 2011 Work Plan
 3. 2011 Environmental Expo & Tree Sale
 4. 2011 Arbor Day
- 6. Board/Staff Input**

Emerald Ash Borer Workshop
- 7. Adjournment**

Environmental Policy Board (EPB)

Item #: 4. 1.

Date: 04/04/2011

By: Chris Anderson
Community Development

Information

Title:

Approve Meeting Minutes Dated March 7, 2011

Attachments

Draft Meeting Minutes Dated March 7, 2011

Form Review

Inbox

Chris Anderson (Originator)
Form Started By: Chris Anderson
Final Approval Date: 04/01/2011

Reviewed By

Chris Anderson

Date

04/01/2011 11:56 AM
Started On: 04/01/2011 11:53 AM

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

On Monday, March 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
 Board Member John Freeburg
 Board Member John Enstrom (arrived 6:34pm)
 Board Member Kathleen Riley-Daniels

Members Absent: Board Member Trent Hassett
 Board Member Bob Bentz

Also Present: Associate Planner/Environmental Coordinator Chris Anderson
 Councilmember Randy Backous

CALL TO ORDER

Chairperson Max called the meeting to order at 6:33 p.m.

CITIZEN INPUT

None.

APPROVAL OF AGENDA

Motion by Board Member Freeburg and seconded by Board Member Riley-Daniels to approve the agenda as submitted.

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

APPROVAL OF ENVIRONMENTAL POLICY BOARD MINUTES

Board Member Enstrom arrived.

Motion by Board Member Riley-Daniels and seconded by Board Member Stodola to approve the regular meeting minutes dated February 7, 2011.

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

POLICY BOARD BUSINESS

Case #1: 2011 Work Plan

Associate Planner/Environmental Coordinator Anderson presented the staff report.

Associate Planner/Environmental Coordinator Anderson suggested the Board consider adjusting the timeframe of its' work plan; as it currently stands, the 2011 work plan may not receive approval from City Council until late April or even May, which would leave the Board with six (6) meetings to tackle the work plan.

Chairperson Max stated that he thought that was reasonable but suggested that the annual dates of the work plan be July 1 through June 30.

The consensus of the Board was that when the proposed work plan is presented to City Council, it be for July 1 through June 30.

Case #2: 2011 Environmental Expo & Tree Sale

Associate Planner/Environmental Coordinator Anderson presented the staff report.

Associate Planner/Environmental Coordinator requested clarification from the Board about presentations other than that of the keynote speaker, Mr. Lonnie Dupre.

General consensus of the Board was not to pursue any other 'professional' presentations; however, if a youth group such as cub scouts or 4-H were interested in doing a presentation on one of their current projects or recent accomplishments then that should be pursued.

Chairperson Max stated along those same lines, if a Master Gardener or Tree Care Advisor had a 'canned' presentation, then that may be another possibility.

Board Member Freeburg suggested some sort of presentation that highlighted the information on the City's website.

Board Member Freeburg suggested that the Board have copies of their work plan available at their booth during the expo event.

Associate Planner/Environmental Coordinator Anderson cautioned that it may not be appropriate to disperse a draft work plan that has yet to be approved by City Council.

Board Member Freeburg clarified then that they should have a list of recent accomplishments of the Board at their booth.

Board Member Enstrom suggested that the Board have a suggestion box at their booth. That way, if attendees have a concern or a topic of interest that they think the City should be working on, they can communicate that via the suggestion box.

The Board agreed this was a good idea.

Board Member Enstrom stated that he would be contacting the John Deere dealership this week about their potential interest in having an exhibit at the event.

The Board discussed their booth and what it might include this year. Consensus was to have a display (info not determined) and a laptop that could highlight the website including the invasive species page, the water conservation page, and photos of Arbor Day planting events.

Councilmember Backous suggested that Webco to see if there's any possibility of utilizing some of their equipment for the event for better viewing of the website.

Board Member Stodola asked about the possibility of selling reusable shopping bags this year. He said that every time he goes shopping with the bags the City handed out in the past he gets complements and inquiries about the lined bags.

This possibility was discussed and was generally supported if there were some sponsors that may be willing to contribute to the purchase price.

Chairperson Max inquired about Arbor Day and if there were details for this year's event that the Board could have available at their booth.

Associate Planner/Environmental Coordinator stated that he did not have any details yet about Arbor Day but that he and Parks Supervisor Riverblood spoke briefly last week about possibilities. It would likely be some combination of seedlings and larger plant stock and could possibly focus on North Park, which is in the northern portion of The COR development and has some vested interest from many of the neighbors to have some landscaping installed. He hoped to have more specifics available at the April meeting.

BOARD/STAFF INPUT

Associate Planner/Environmental Coordinator Anderson stated the Cities of Ramsey and Andover are jointly offering a free workshop on EAB for residents on April 6. The workshop will be in the Alexander Ramsey conference room. Anyone interested in attending can register online on the City's website.

Board Member Enstrom passed around several publications.

Chairperson Max asked if the Chair and Vice Chair appointments should coincide with the timeframe of the Board's work plan.

Associate Planner/Environmental Coordinator Anderson stated that they did not have to but could if the Board preferred. He will have a case on the April agenda for the appointments.

Chairperson Max thanked Board Member Freeburg for his service on the Board.

ADJOURNMENT

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

The meeting adjourned at 7:54 p.m.

Respectfully submitted,

Chris Anderson
Associate Planner/Environmental Coordinator

Date: 04/04/2011

By: Chris Anderson
Community Development

Information

Title:

Appointment of Chairperson and Vice Chairperson

Background:

Each year, the Board must appoint a Chairperson and Vice Chairperson whose role(s) would be to run the monthly meetings and act as spokesperson for the Board as needed. As the Board may recall, there was some discussion last month about whether or not the appointments should coincide with the Board's annual work plan. Some action is needed at the April meeting with regard to Chair and Vice Chair appointments, as the existing Chair and Vice Chair appointments expired at the end of March.

Recommendation:

Staff would recommend that the Board proceed with appointing the Chair and Vice Chair for the normal term of April through March as it is not a certainty that City Council will approve a work plan with a timeframe of July-June. However, if the Board prefers, it could vote to extend the existing Chair and Vice Chair appoints through June and could revisit this topic at the July meeting.

EPB Action:

Motion to appoint _____ as Chairperson of the Environmental Policy Board for the term of April 2011 through March 2012.

Motion to appoint _____ as Vice Chairperson of the Environmental Policy Board for the term of April 2011 through March 2012.

Form Review

Inbox

Chris Anderson (Originator)
Form Started By: Chris Anderson
Final Approval Date: 04/01/2011

Reviewed By

Chris Anderson

Date

04/01/2011 11:56 AM
Started On: 03/28/2011 01:32 PM

Date: 04/04/2011

By: Chris Anderson
Community Development

Information

Title:
2011 Work Plan

Background:

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 shall prepare an annual work plan subject to the approval of the City Council. With that in mind, and based on discussions at the last several Board meetings, Staff has prepared a draft work plan for consideration.

Observations:

Recommendation:

One item on the draft work plan is public outreach. However, nothing more specific has been discussed. Staff has amended the work plan to combine public outreach with the development of various web pages as they are very similar in nature. Staff would recommend that the Board approve the work plan and forward it to City Council for consideration.

As discussed at the last meeting, the draft work plan will be presented to City Council as being effective July 1 - June 30. 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:

Motion to approve work plan and forward it to City Council for consideration.

Attachments

2011 Proposed Work Plan

Form Review

Inbox	Reviewed By	Date
Chris Anderson (Originator)	Chris Anderson	04/01/2011 11:56 AM
Form Started By: Chris Anderson		Started On: 03/30/2011
Final Approval Date: 04/01/2011		

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 such as developing an additional web page(s) that identify 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).
- 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).

Date: 04/04/2011

By: Chris Anderson
Community Development

Information

Title:

2011 Environmental Expo & Tree Sale

Background:

As the Board knows, the Environmental Expo & Tree Sale is scheduled for April 30, 2011. Attached is a list of exhibitors that have been confirmed thus far. The keynote speaker, Lonnie Dupre, has been confirmed as well and will begin his talk at 11:00 a.m. in the Council Chambers. Staff has arranged for concessions to be staffed by the same group as last year.

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. As of the writing of this case, sales have been extremely low. Staff has placed a reminder on the City's facebook page for additional promotion of the tree sale but have yet to see any uptick in sales.

The Board still needs to finalize details of its' booth and assign 'shifts' so that there is coverage of the booth throughout the event.

Observations:

Recommendation:

Staff would encourage the Board to take this opportunity to finalize details with regard to its booth and staffing during the expo 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

List of Confirmed Exhibitors

Form Review

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Chris Anderson (Originator)	Chris Anderson	04/01/2011 11:56 AM
Form Started By: Chris Anderson		Started On: 03/31/2011
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Confirmed Exhibitors

- ACE Solid Waste, Inc.—Curbside Recycling
- Amazon Environmental Inc.—Recycled Paint Colors/Samples (unstaffed)
- Anderson Irrigation—Rain Sensors/Soil Moisture Sensors (verbal, no reg. form)
- Audubon Center of the Northwoods—Live Raptors and Reptiles
- Connexus Energy—Energy Conservation
- Environmental Policy Board—
- Geological Society of MN—Rocks and Fossils
- GRE Resource Recovery Facility—Resource Recovery Project
- Hostas and More—Hosta Plants and Planting Education
- Master Gardeners—Ask a Master Gardener
- MHS Oliver Kelley Farm—Information about The Farm
- MMCD—Ticks and Mosquitos
- MN Herpetological Society—Exotic Snakes and Reptiles (verbal, no reg. form)
- Norwex—Introduce Chemical Free Cleaning & Personal Care Products
- Parks & Recreation Commission—
- Ramsey Tower Community Garden—Information on Community Plants and Seed Kits
- SarTec—Mcgyan Biodiesel
- SEH—Wellhead Protection
- Simply Neutral—Non-Toxic Cleaners
- Tree Care Advisors—Oak Wilt and Emerald Ash Borer
- Tree House of Horrors—Exhibit with Various Tree Samples

Still Possible but not Confirmed

- LRRWMO
- MNRRA/NPS
- MN Hobby Beekeepers Association
- Ramsey Garden Club
- MWWA
- MN Wood Carvers Association
- Master Naturalists
- Prairie Restorations

Date: 04/04/2011

By: Chris Anderson
Community Development

Information

Title:

2011 Arbor Day

Background:

As the Board may know, Arbor Day is observed by the state of Minnesota on the last Friday of April and May is recognized as Arbor Month. Additionally, to maintain the Tree City USA certification, which the City has for the the last nineteen (19) years, the City must not only observe Arbor Day but also conduct a planting. Over the past several years, the Board has participated in the various Arbor Day plantings, which have included both larger ball and burlap plantings as well as seedlings.

This year, Staff has identified two options for a planting event. First, the Board could participate in a planting event within The COR by working with City Staff to install five (5) or six (6) larger, ball and burlap trees in Rhinestone Commons park. This spring, likely in early to mid May, the City will be installing a parking lot in this park and once construction is complete, landscaping will be installed including trees.

A second option would be planting seedlings along a new segment of trail that installed as part of the storm water treatment ponds south of Highway 10. While abundant landscaping was installed with this project, at the top of the slopes, there may be some space for seedlings.

Timing of either option would be this spring and likely in May. However, the Rhinestone Commons planting would be dependent on completion of the parking lot while the seedlings option is not dependent on any other activities and could be scheduled whenever.

Recommendation:

While both options provide the Board an opportunity to participate in an Arbor Day planting, it seems that there would be much more visibility and 'bang for the buck' with the Rhinestone Commons planting. Although Staff has raised concerns in the past regarding volunteer plantings with larger stock, Staff could do a better job of delineating the steps of tree planting and then the Board could essentially assign members to the various tasks. In that regard, each member would have a specific role in the process and this would presumably eliminate much of the standing and observing that has occurred in the past.

EPB Action:

Based on discussion.

Form Review

Inbox	Reviewed By	Date
Chris Anderson (Originator)	Chris Anderson	04/01/2011 11:56 AM
Form Started By: Chris Anderson		Started On: 04/01/2011 11:11 AM
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