# CITY OF NEWARK
# DELAWARE

## CONSERVATION ADVISORY COMMISSION
## MINUTES

**September 9, 2014**

**MEETING CONVENED:** 7:08 p.m. City Manager's Conference Room

**MEMBERS PRESENT:** Tom Fruehstorfer, (presiding) John Hornor, Bob McDowell, Carol Riggs (via phone), Kass Sheedy, John Wessells

**ABSENT:** John Hornor, Ajay Prasad

**STAFF:** Tom Coleman, Director of Public Works and Water Resources
Renee Bensley, Director of Legislative Services

*The Commission moved the Stormwater Utility discussion to the beginning of the agenda.*

### 1. <u>STORMWATER UTILITY</u>

Ms. Riggs asked the status of the proposed Stormwater Utility. Mr. Fruehstorfer reported prior to going before Council there would be a public workshop on September 29, 2014. Following the workshop the proposed Ordinance will go before Council for two readings at the bi-monthly Council meetings. Ms. Bensley noted public comment was heard at the Second reading of the Ordinance. Mr. Coleman reported Public Works hoped to have the Ordinance ready for the public workshop. He further stated it would be at least a month between the workshop and when the Ordinance returns back to Council. Mr. Coleman said he hoped to review the proposed Ordinance in the immediate future, but had not yet had the opportunity to do so. Following his review and comments, it would be forwarded to Brue Herron, City Solicitor for his review as well. He was able to report that the proposed utility fee would be based upon all impervious surfaces, i.e. roofs, pavement, etc. Additionally, he stated at this juncture, homeowners would not be issued "credits" based upon steps to provide their own Stormwater management, however he was not ruling it out in the future.

In closing, Mr. Fruehstorfer stated the CAC's main goal in the Stormwater Utility fee was to increase awareness and offer incentives to decrease a resident's impervious surface.

Mr. Fruehstorfer asked Mr. Coleman how the Pilgrim Baptist Church was able to expand causing a decrease to their impervious surface. Mr. Coleman stated he wasn't aware of the details as it occurred before he was employed with the City.

## 2. APPROVAL OF MINUTES FROM MEETING HELD ON AUGUST 12, 2014

**MOTION THAT THE MINUTES FROM THE AUGUST 12, 2014 MEETING BE APPROVED AS RECEIVED.**

**MOTION PASSED UNANIMOUSLY**

## 3. PUBLIC COMMENT

There was no one present from the public to speak.

## 4. GREEN ENERGY

Tom Fruehstorfer reported the solar cells were being installed at McKees Solar Park. Mr. McDowell reported he had visited the site that day and stated the frames are up and the solar panels were being installed. The issue with the wrong brackets being shipped had been rectified and they were moving forward with installation now the correct brackets were received.

Mr. Fruehstorfer reported the Commission had not decided how to proceed with O5-H. Should the suggestion to buy Green Energy remain local (the solar park) or should the recommendation be to venture outside our area to purchase Green Energy? The CAC will have to decide at some point which recommendation to proceed with.

Ms. Sheedy reiterated the amount designated by O5-H to purchase Green Energy was not an actual budget line item, but rather an amount agreed to designate the purchase of Green Energy through DEMEC. It was decided to shift the amount designated by 05-H to the development of the solar park.

Mr. McDowell reported he had reviewed his notes on the carbon audit and stated that a good portion of the City's Co2 emitted in the City was from the street lights. He further stated it was his opinion the majority (85%) of the City's street lights were the "gooseneck" style and they more readily convertible to the LED style lights. Mr. Coleman reported the street lights on Main Street had been converted to LED lights. He also recommended utilizing an "Energy Performance Contract." This is where the loan is essentially paid back with the savings generated. He said this process has been used with the Smart Meter Project and was successful.

Mr. McDowell suggested making a recommendation to propose to City Council to convert the remaining "gooseneck" street lights to LED lights. After discussion, the following motion passed.

**MR. IRVINE MADE A MOTION TO DRAFT A PROPOSAL TO BE CONSIDERED BY COUNCIL RECOMMENDING THE CONVERSION OF THE REMAINING GOOSENECK STREET LIGHTS TO LED LIGHTS. THE MOTION WAS SECONDED BY MS. SHEEDY.**

**MOTION PASSED UNANIMOUSLY**

Ms. Bensley reminded the CAC to discuss the draft proposal at the CAC's next meeting. Individual comments by commission members should be brought to the meeting not discussed via email ahead of time and then the proposal would be finalized at the next meeting.

Mr. Fruehstorfer will compose a draft and email to the CAC for discussion at the next meeting.

Ms. Riggs asked for an update regarding community participation of the purchase of solar panels. Mr. Fruehstorfer reported the CAC had made suggestions to Council and they had taken the suggestions and then incorporated into the proposal. It was passed by Council at last month's meeting.

## 5. FUTURE GOALS

- Mr. Wessells suggested extending the Hall Trail over 279 and extend it to the shopping center for ease of access to Academy Street.

  Mr. Coleman stated he had preliminary plans from DELDOT. They include a 10 foot wide multi-modal path to extend from Elkton Road to the state line. He will email the preliminary rendering to the commission members.

- Sustainability and Carbon Footprint

  Ms. Sheedy stated it was her opinion a strong focus should be placed on sustainability and specifically reducing the community carbon footprint.

## 6. A BETTER NEWARK AWARD

Mr. McDowell reported he had driven by Dow Chemical and it was his opinion they could qualify for the award. Mr. Fruehstorfer stated he had hoped to view the property soon. Mr. Fruehstorfer emailed Mr. Steve Dentel (previous CAC member) to get further information on a property he had suggested get the award and to obtain information Mr. Dentel had provided previously to re-submit.

## 7. PLANNING & DEVLOPMENT REPORTS

There was nothing new to report.

## 8. OLD/NEW BUSINESS

- Mr. Irvine suggested in light of Boards and Commission Review Panel, it was his opinion the CAC should be prepared with a "cheat sheet" so when the CAC comes up for review, the Commission will be prepared to discuss what Commission has accomplished and the future goals of the group.

Ms. Bensley reported the Boards and Commissions Group will take approximately 18-24 months to review all the boards and commissions. The process was meant to be a positive exercise to details the goals and purposes.

- Plastic Bags - Mr. Fruehstorfer reported he had met with downtown merchants regarding plastic bags. He stated he encouraged the use of reusable bags with possible incentives. He stated he received mixed feedback from the merchants. Some retailers wanted to see "their bags" around town as a form of advertising. Mr. Fruehstorfer will follow up with Ricky Nietubicz – Planner, Downtown Newark Partnership Administrator to send out a follow-up email to merchants to further clarify their suggestions and comments. Ms. Riggs suggested showing the plastic bag movie again perhaps to show it in Council Chambers so the public including Council may attend. Mr. Wessells suggested using Channel 22 to broadcast the movie. Ms. Riggs wasn't sure of the restrictions to broadcast it since it was owned by another organization.

Ms. Bensley will check the capabilities of Channel 22 and contact information. Mr. Fruehstorfer will follow-up with Ms. Bensley regarding available November dates to broadcast the movie in Council Chambers inviting the public and Council to attend.

- Anti-Idling – Mr. Coleman suggested when new residents open a utility account they could receive information regarding the Anti-Idling ban. He also suggested the Planning Department could include the information in the "new resident" packet. Each CAC member that has an Anti-Idling poster board should follow-up with the location they have placed their board. Mr. Coleman also suggested including an Anti-Idling brochure with utility bill mailings. Ms. Riggs also reminded the Commission there are many remaining signs that need to be installed (i.e. at Home Depot, etc.) A letter needs to accompany any person that will go to establishments to get signs installed. Ms. Bensley will contact the City Manager's to inquire about a letter to be drafted to accompany the sign placement request.
- Community Day – Mr. Fruehstorfer spoke with Mike Fortner about replicating the same type of poster Mr. Fortner used at a previous event (re: Comprehensive Plan). Mr. Fruehstorfer received the link from Mr. Fortner and will make changes to "personalize" it for the CAC for Community Day. The City would be able to print and Mr. McDowell will get stickers for the board.
- Backyard Habitat – Mr. McDowell reported the Habitat Garden Tour was scheduled for September 13$^{th}$. Proceeds from the tour will go Parks and Recreation to benefit City parks. On October 9$^{th}$ Handloff Park will host a tree planting at 3:00 pm.
- Solar compactors – Mr. Coleman reported a total of 27 solar compactors will be distributed around the City. The units cost $4,000 a piece and will pay for themselves very quickly. They will need to be emptied once per week, which cuts down on the current schedule of being emptied daily. Three are already in place on Main Street. One is located in front of Starbucks, the other across the street and near the Galleria.

The next meeting was scheduled for Tuesday, October 14, 2014 at 7:00 pm in the City Manager's Conference Room.

## 9. MEETING ADJOURNED AT 9:21 PM

Tara A. Schiano
Secretary

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