

## Sustainability Commission Meeting November 2, 2020

Meeting called to order at 5:33 pm by Nadine Gomez

Roll Call: Nadine Gomez, Miriam Jackson, Renee Ruchotzke and Andrew Scholl

ABSENT: Wilder Hritz

Staff: Bridget Susel, Community Development Director; Patti Long, Assistant to the City Manager

Review of Meeting Summary Reports of September 14, 2020:

Andrew Scholl made a motion approve the minutes, seconded by Miriam Jackson and approved with a 2-0 vote. Nadine Gomez and Renee Ruchotzke abstained, not present for September meeting.

### **Public Comment**

none

### **OLD BUSINESS**

#### Ad Hoc Committee Update

Bridget Susel reported that she forwarded Andy Boateng the solid waste information comprised of actuals for 2018-2019 and he is using that data to create a model to use in the system. He was also provided a list of commercial business from the shared drive and after verifying addresses were in Kent there were around 700 remaining. He hoped to have an Ad Hoc committee meeting in the end of October but his dissertation demanded his time. Meeting will occur at a late time. He is still on track to have all of the necessary data in and a draft report submitted by the end of the year.

#### Farmers' Market

Andy Rome has contacted the City to extend the market through December. With the cooler weather there will be fewer vendors so no space is needed on Franklin. All vendors will fit with in the space and still be socially distant. After that, it will move back to the Methodist Church. Going to Council as an unauthorized item in November during the third week of the month.

The Sustainability House has been located and is in a safe place for whenever we need it.

#### Community Outreach Update-

- a. Kent Environmental Council (KEC)- Fall forum had good attendance with 40 people come to listen to a professor from Oberlin speak on the psychology of climate change. Planning two World Cafés Nov 23<sup>rd</sup> and January on zoom. Likely it will involve watching a video and then discussing it.
- b. KSU Office of Sustainability - nothing to report at this time

- c. F&CS- Bridget Susel reviewed her report from the September meeting. We have been awarded \$100,000 this round to give to the COVID high risk groups through F&CS, bringing the total to \$175,000.

Tree City Bulletin Article –Patti found a file with submitted articles about recycling that were not used in earlier issues. If anyone in the group would like to write something for a future article it can be stored with the discovered file and the group can decide which article to use in the spring issue. Tree City Bulletins will now only be printed and circulated two times per year to reduce expense. Spring and fall bulletins will be continued.

### **NEW BUSINESS**

Waste Stream Reform- Renee made motion to table this due to COVID making efforts to challenging regarding takeout containers. Nadine Gomez seconded it. Motion passed 4-0.

Bicycle Friendly Community – KSU no longer in the bike program. There is no time limit to get to the bronze level.

### **OTHER BUSINESS**

AGENDA REVISIONS – To follow Roberts Rules for small groups the agenda needs to be revised. Almost every agenda for a meeting where motions are made divides the meeting into Call to Order, Roll Call, minutes review or summary reports since we don't have verbatim minutes, Public Comments, Old Business and New Business. Once an activity is in new business is voted on it becomes old business and is only listed in old business on the next agenda if it is an actionable item to be voted on. If no vote needed, it the item should go under status reports. If one of the items under Status Reports has an action that needs to be discussed, it must be moved back up to Old Business to be voted on. A draft has been written to reflect these changes. Document was shared. Renee asked if something is in the status update and needs to be moved to old business could that be done at the beginning of a meeting or would it need to wait until the next meeting. Because it is such a small group, a motion can be made to move it at the beginning of the meeting and as long as there is a second and it is approved it can be moved at that time. New business cannot be voted on however due to public comment requirements, new business falls under the 24 hour requirement. New items need to first be listed under other business then added to new business on the next meeting agenda. Other business can come up during an update as well. Nadine asked if item need to always go in a certain order, other, new then to old? Bridget stated it does not. New always moves to old. Other business can just be a report or it can become new business. Nadine asked if we want to talk about setting up a table at the Farmer's Market and the group wants to vote on whether or not to attend. Bridget clarified that if it's just a conversation about logistics and there is no vote required it is just a status report. If you know a vote is needed, make a motion at the beginning of the meeting to move the Farmer's Market attendance under old business, someone needs to second that. When the item is discussed then a vote can occur to determine if the group is in agreement with setting up a table. New business is the only type of business that has to be advertised 24 hours in advance. If we don't follow that then a citizen finds out that we are not having an open meeting then we could be subject to legal action.

Renee Ruchotzke asked about some members' terms coming to an end soon. The Clerk of Council will send out applications to those nearing the end of the term if eligible for another term, limit is two term. Nadine is finishing her second term at the end of 2020. Her service has been very much appreciated and the members express gratitude for her years of service.

**NEXT MEETING**

January 4, 2021

**ADJOURNMENT**

Renee Ruchotzke made a motion to adjourn the meeting. The motion was seconded by Nadine Gomez and was approved with a 4-0 vote. The meeting was adjourned at 6:15pm.