

**MEETING AGENDA  
ENVIRONMENTAL ADVISORY COMMISSION  
October 16, 2017  
5:00 PM**

North St. Paul City Hall – Sandberg Room  
2400 Margaret Street



- I. CALL TO ORDER**
- II. ROLL CALL**
  - Simba Blood
  - Felicia Tolbert-Ireland
  - Glen Olson, Vice Chair
  - Sue Springborn, Chair
- III. ADOPT AGENDA**
- IV. APPROVAL OF MINUTES**
  - A. Approval of the September 25, 2017 regular meeting minutes.
- V. MEETING OPEN TO THE PUBLIC**

*Note: This is a courtesy extended to persons wishing to address the Commission concerning issues that are not on the agenda. This discussion will be limited to 15 minutes.*
- VI. PUBLIC HEARINGS**
- VII. PRESENTATION**
- VIII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS**
  - A. **Review/Discussion/Possible Action:** Pumpkin Drop
  - B. **Review/Discussion/Possible Action:** 2018 Goals and 2017 Accomplishments
  - C. **Review/Discussion/Possible Action:** Score Grant – Tote Bags
  - D. **Review/Discussion/Possible Action:** Meeting location change from Sandberg to Castle Room
- IX. REPORTS FROM STAFF**
- X. REPORTS FROM COMMISSIONERS**
  - A. **Review/Discussion:** Comprehensive Planning Taskforce Update.
- XI. ADJOURNMENT**

***Next Meeting: November 27, 2017 @ 6:00pm City Hall - Sandberg Room***

**MEETING MINUTES**  
**ENVIRONMENTAL ADVISORY COMMISSION**  
**September 25, 2017**  
**6:00 PM**

North St. Paul – City Hall/Sandberg Room  
2400 Margaret Street



**I. CALL TO ORDER**

Chair Sue Springborn called the meeting to order at 6:00 p.m.

**II. ROLL CALL**

Present: Sue Springborn, Chair  
Glen Olson, Vice Chair  
Simba Blood  
Jan Walczak, Council Liaison

Absent: Felicia Tolbert-Ireland

Staff: Keith Stachowski, Public Works  
Debra Gustafson, Strategic Operations Director

Others: Megan Litsey, WSB and Associates

**III. ADOPT AGENDA**

On motion by Vice Chair Olson, seconded by Commissioner Blood with all present voting aye, motion carried to adopt the agenda as presented.

**IV. APPROVAL OF MINUTES**

On motion by Commissioner Blood, seconded by Vice Chair Olson with all present voting aye, motion carried to approve the August 28, 2017 meeting minutes as presented.

**V. MEETING OPEN TO THE PUBLIC**

*Note: This is a courtesy extended to persons wishing to address the Commission concerning issues that are not on the agenda. This discussion will be limited to 15 minutes.*

**VI. PUBLIC HEARINGS-**

A. **Review/Discussion:** SWPPP Presentation. Megan Litsey from WSB attended the meeting and reviewed the North St. Paul MS4 program with the Commission. Additional information regarding the program is available on the North St. Paul's Stormwater Page.

**VII. PRESENTATIONS**

**VIII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS**

- A. **Review/Discussion/Possible Action:** Pumpkin Drop. The pumpkin drop is scheduled to take place on November 1-5. Liaison Stachowski stated he is planning to contact the Farmer regarding delivery of the pumpkins.
- B. **Review/Discussion/Possible Action:** Mid-year goal status. Liaison Gustafson reviewed the status report with the Commission. They are on-track to accomplish all of their set goals before the end of the year.
- C. **Review/Discussion/Possible Action:** Score Grant. Liaison Stachowski stated the City has approximately 23,000 in score grant funding. The Commission stated they plan to use \$10,000 for education (Climb Theater in the schools), some funding for staff hours. The Commission expressed interest in purchasing reusable shopping bags since they have used all of the old EAC recycling bags. Staff stated they would look into bag options. The commission stated would like the bags to be American Made or made from recycled material if possible. Chair Springborn mentioned she would possibly would be interested in having a water fountain located in downtown NSP, a fountain that would count how many water bottled it has eliminated. Liaison Stachowski stated it may be difficult to install a new water fountain with the money allotted from the score grant since that would require new plumbing, City Council approval, approval with the downtown master plan.
- D. **Review/Discussion/Possible Action:** Fix-It Clinic Debrief. The EAC felt it was a great program and would be interested in hosting another clinic in 2018.
- E. **Review/Discussion/Possible Action:** Cancel or Re-schedule December EAC Meeting. The Commissioners were in consensus to reschedule the December meeting for December 11<sup>th</sup>. Gustafson stated she would send out a reminder of the date change.

#### **IX. REPORTS FROM STAFF**

- A. **Review/Discussion:** October 16 meeting 5:00-6:00 p.m. Liaison Gustafson reminded the Commission of the October meeting day/time change. Gustafson also mentioned the City is planning to have a community café that night at 6:00 p.m.
- B. **Review/Discussion:** Bees and Chickens. The Commission recommended if council plans to continue the conversation regarding bees and chickens that they should have experts in each area attend the meeting. They feel there has been a lot of speculation regarding cons and pros regarding bees and chickens without having experts involved in the conversation. Liaison Gustafson stated she would share their feedback with the City Manager.

#### **X. REPORTS FROM COMMISSIONERS**

- A. **Review/Discussion:** Comprehensive Plan Steering Committee Update. Vice Chair Olson stated he had no update since he didn't attend the last Café. Council Liaison Walczak stated she attended the last Café and there was a good turnout. She mentioned many of those that attended the meeting were supportive of sidewalks and several people mentioned they would like to see additional solar powered cross walk signs throughout the community. The Commission asked how much the solar powered signs cost, Liaison Gustafson stated would find out what the City paid for the last signs and would get that information to the EAC.

#### **XI. ADJOURNMENT**

On motion by Commissioner Blood, seconded by Vice Chair Olson, with all present voting aye, motion carried to adjourn the meeting at 7:12 p.m.

***Next Meeting: The next regularly scheduled meeting October 16, 2017 at 5:00 p.m.***



## **VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS**

### **A. PUMPKIN DROP**

#### **ACTIONS TO BE CONSIDERED**

Review information regarding the 11<sup>th</sup> annual pumpkin drop

#### **BACKGROUND**

The EAC sponsored pumpkin drop will be held November 1<sup>st</sup>-5<sup>th</sup>. Listed below is information that was included in the August Environmental Newsletter.

#### **FACTS**

Environmental Advisory Commission at Work

11th Annual Pumpkin Drop, November 1 - 5

Recycle your used pumpkins in the trailer that will be set up at the Scout Museum located at 2640 7th Avenue. The pumpkin drop event has allowed many residents to recycle their pumpkins after Halloween to be used for feed by a local farmer instead of burying them in landfills. Many residents utilize this program. The program continues to grow with 5,500 lbs. dropped off in 2016, up from 1,640 lbs. in 2007. This program is brought to you by the Environmental Advisory Commission. For more recycling tips go to: [RamseyRecycles.com](http://RamseyRecycles.com) or (651) 633-EASY (3279) answered 24/7.



#### **ATTACHMENTS**

None

Agenda Information Memorandum  
North St. Paul Environmental Advisory Commission  
October 16, 2017



**VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS**  
**B. 2018 GOALS AND 2017 ACCOMPLISHMENTS**

**ACTIONS TO BE CONSIDERED**

Develop 2018 Goals and review of 2017 Accomplishments

**BACKGROUND**

Annually the EAC presents their goals and accomplishments at a December City Council Meeting. Attached is a draft PowerPoint for 2017 and last year's presentation.

**ATTACHMENTS**

Goals and Accomplishments PowerPoint presentation from December 2016  
Draft PowerPoint presentation for 2017



# EAC 2016 Accomplishments and 2017 Goals

12/20/2016

## 2016 ACCOMPLISHMENTS - TREE GIVE AWAY



Nearly 100 trees were given to residents during an Arbor Day event, which was part of the EAC's work in making North St. Paul a designated "Tree City USA."

## 2016 ACCOMPLISHMENTS - BIG TREE REGISTRY



Big Tree Registry program was adopted by City Council on April 19, 2016.

# 2016 ACCOMPLISHMENTS - DEMONSTRATION PROJECTS



Made recommendations and provided feedback regarding the demonstration projects that were installed: 1<sup>st</sup> Street Side Walk and Margaret Street Bike Lane.

## 2016 ACCOMPLISHMENTS - BICYCLE EDUCATION



Hosted a Bike safety workshop in partnership with Gateway Cycle and bike ride to showcase the Margaret Street bike lane demonstration project.

## 2016 ACCOMPLISHMENTS - CROSSWALK SIGNS



Made recommendation for the solar powered cross walk signs that were installed on Margaret Street and St. Paul Drive.

## 2016 ACCOMPLISHMENTS - EAB PLAN



Provided feedback and recommendations regarding the EAB plan that was adopted by City Council on July 19, 2016.

## 2016 ACCOMPLISHMENTS - PUMPKIN DROP



The EAC hosted the 10<sup>th</sup> annual Pumpkin Drop. The pumpkin drop event allowed many residents to dispose of their pumpkins after Halloween to be used for feed by a local farmer instead of burying them in landfills. Many residents utilize this program 5,500 lbs. dropped in 2016.

# 2016 ACCOMPLISHMENTS - POLLINATOR ORDINANCE



Provided recommendations and feedback regarding the Pollinator Ordinance that was adopted in March 2016.

## 2016 ACCOMPLISHMENTS - EDUCATION



The EAC arranged for a representative from Ramsey County Cooperative Weed Management Area (RCCWMA) to offer a program regarding invasive species.

## 2016 ACCOMPLISHMENTS CONTINUED

- Partnered with the Electric Department on the LED Bulb change out program for the residents at the Cottages. The program served 96 households.
- Continued to support and promote the medicine drop off site at City Hall.
- Attended the Plant Sale, Car Show and Silver Lake SPLASH to receive feedback regarding the demonstration projects and provide public education regarding environmental issues.
- Commissioners wrote multiple articles to inform residents about environmental issues.
- Provided Educational Theatre programs regarding recycling in the schools in collaboration with Climb theatre.
- Provided feedback regarding the new rain garden that was planted at Rotary Park.

# 2017 GOALS

- Revisit Highway 36 Landscaping
- Offer Fix It Clinic in partnership with Ramsey County. Clinic is scheduled on September 23, 2017 from 10 am – 1 pm at Casey Lake Park Shelter.
- Continue to offer successful events/programs: tree give away, big tree registry, plant sale and pumpkin drop.
- Provide feedback and recommendations for the 2018 Street Reconstruction Project.
- Use feedback from the demonstration projects to guide educational outreach for future living streets projects.
- Collaborate with the Ramsey County Cooperative Weed Management to provide public education regarding invasive species.
- Partner with the Electric Department on energy conservation efforts.
- Continue to partner with the City Forester on urban forest management concerns and efforts'

Questions?



# EAC 2017 Accomplishments and 2018 Goals

12/19/2017

## 2017 ACCOMPLISHMENTS - TREE ADOPTION



75 trees were adopted to residents during an Arbor Day event, which was part of the EAC's work in making North St. Paul a designated "Tree City USA."

# 2017 ACCOMPLISHMENTS - BIG TREE REGISTRY



The EAC recognized big tree registry winners by placing rotating signs in winners yards. Big tree nominees are eligible to have a sign placed in their yard for a month to bring attention the program.

# 2017 ACCOMPLISHMENTS - ELECTRIC DEPARTMENT PARTNERSHIP



Partnered with the Electric Department on the LED Bulb change out program for the residents at Franklin Apartments . The program served 117 households.

## 2017 ACCOMPLISHMENTS - FIX IT CLINIC



Offered first annual Fix It Clinic in partnership with Ramsey County. Clinic took place on September 23, 2017 from 10 am – 1 pm at Casey Lake Park Shelter.

# 2017 ACCOMPLISHMENTS - HIGHWAY 36 LANDSCAPING



Submitted an application for the MNDot Landscape Partnership program to replant the Highway 36 Planters. MNDot is currently developing a design plan for North St. Paul. Planting is expected to take place in 2018.

# 2017 ACCOMPLISHMENTS - 2018 STREET RECONSTRUCTION PROJECT



Provided feedback and recommendations regarding the 2018 Street Reconstruction Project.

## 2017 ACCOMPLISHMENTS - PUMPKIN DROP



The EAC hosted the 11<sup>th</sup> annual Pumpkin Drop. The pumpkin drop event allowed many residents to dispose of their pumpkins after Halloween to be used for feed by a local farmer instead of burying them in landfills. Many residents utilize this program **XXXX** lbs. dropped in 2017.

# 2017 ACCOMPLISHMENTS - TRASH AND RECYCLING SURVEY



Provided recommendations and feedback regarding the Trash and Recycling Survey.

## 2017 ACCOMPLISHMENTS - EDUCATION



The EAC arranged for a representative from Ramsey County Cooperative Weed Management Area (RCCWMA) to offer a program regarding invasive species.

## 2017 ACCOMPLISHMENTS CONTINUED

- Continued to support and promote the medicine drop off site at City Hall.
- Attended the Plant Sale to provide public education regarding environmental issues.
- Commissioners wrote multiple articles to inform residents about environmental issues.
- Provided Educational Theatre programs regarding recycling in the schools in collaboration with Climb theatre.
- Use feedback from the demonstration projects to guide educational outreach for future living streets projects.
- Provided feedback and recommendation regarding the Silver Lake Bio-filtration Pond.
- Was involved in discussions regarding the Comprehensive Plan.

# 2018 GOALS

Questions?

Agenda Information Memorandum  
North St. Paul Environmental Advisory Commission  
October 16, 2017



**VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS**  
**C. RECYCLE TOTE BAG**

**ACTIONS TO BE CONSIDERED**

Score Grant – Tote Bags

**BACKGROUND**

At the September 25, 2017 EAC meeting, the Commission suggested purchasing Tote Bag with Score Grant Funding. Staff is planning to bring tote options to the meeting.

**ATTACHMENTS**

Agenda Information Memorandum  
North St. Paul Environmental Advisory Commission  
October 16, 2017



**VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS**  
**D. MEETING LOCATION CHANGE**

**ACTIONS TO BE CONSIDERED**

Meeting location change from Sandberg Room to Castle Room

**BACKGROUND**

For the safety of meeting participants and building security, staff is recommending moving the meeting from the City Hall Sandberg Room to the City Hall Castle Room.

**ATTACHMENTS**