



VILLAGE OF MOUNT HOREB

E. Main Street

Mount Horeb, WI 53572

Phone: (608) 437-6884 Fax: (608) 437-3190

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SUSTAINABILITY & NATURAL RESOURCES COMMITTEE

Tuesday, May 28, 2024 at 7:00 PM

Municipal Building Board Room

138 E. Main Street

Mount Horeb, WI

- 1) Call to order
- 2) Consent Agenda
 - a. Consideration of April 23, 2024 Meeting Minutes
 - b. Adopt a Municipality Reports
 - c. Solsmart Update
- 3) Agenda Items
 - a. Discussion on Creation of Green Team
 - b. Discussion on Development of Sustainability Plan
 - c. Discussion on Pollinator Pathway Program
 - d. Future Agenda Items
- 4) Meeting adjournment.

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SUSTAINABILITY & NATURAL RESOURCES COMMITTEE

Tuesday, April 23, 2024 at 7:00 PM

DRAFT MEETING MINUTES

- 1) Call to order
 - a. Roll Call
The meeting was called to order at 7:00 p.m. Members present: Grabe, Beheler, Saltes, Gottwald, Butosov, Fendrick and Gauger. M
- 2) Consent Agenda
Motion by Gottwald to approve the minutes, second by Beheler. Motion carried.
 - a. Consideration of March 26, 2024, Meeting Minutes
 - b. Adopt a Municipality Reports
 - c. Beekeeping Information
- 3) Agenda Items
 - a. Discussion of strategic plan and how it relates to meetings
Gottwald reviewed recent activities and how they relate to the items identified in the committee's strategic plan. The committee discussed the desire to hold one more educational event this year.
 - b. Discussion on Creation of Green Team
The committee discussed the Green Team information provided in the packet. Administrator Owen will share information provided by Saltes on Baraboo's 501c3. Butusov will prepare a survey for distribution at a future Farmer's Market to gauge interest on Green Team Membership. Consensus of the committee is if there is interest the Green Team would be beneficial in easing regulations on Village meetings and allowing for greater outreach
 - c. Review of Wastewater Treatment Column and Discussion of future column ideas
Saltes reviewed the draft article, noting some minor modifications will be needed. Gauger offered to provide a grammatical review. Saltes is arranging for a staff picture to accompany the article.

- d. Idling reduction campaign discussion
The committee reviewed the idling campaign materials from the packet. Gottwald added she feels the best place to focus is on the properties where there is idling rather than on Village streets. Butosov will coordinate with Aubree Hanks on the school board presentation. The committee discussed options for student art for the signs, Bu
 - e. Electric car charging information
Grabe announced that Mount Horeb has been named a priority location for a fast charging station. The charger will be located at the Kwik Trip on Ridgeview Road.
 - f. Debrief on Composting/native plant event at the library
Butusov reported there were around 15 people in attendance for the event. Representatives from Dane County Land and Water Conservation provided a presentation and tips on composting.
 - g. Discuss ideas for next program
The Committee would like to hold an annual recognition event for local sustainability champions, similar to the event co-hosted with Sustain Dane last fall. The committee will continue to discuss at future meetings.
 - h. Future agenda items
Future agenda items identified were a presentation from Green Box on Oregon's composting program, discussion on the International Pollinator Pathway Program, the sustainability recognition event, idling, the farmers market survey and continued green team discussion.
- 4) Meeting adjournment.
Motion by Butusov to adjourn, second by Saltes. Motion carried. 8:13 p.m.



AGENDA ITEM REPORT

MEETING DATE

May 28, 2024

PREPARED BY

Nicholas Owen, Administrator

AGENDA ITEM # 3.a

Discussion on Creation of Green Team

BACKGROUND

Tom Butusov has prepared the attached survey questions for discussion at our meeting.

RECOMMENDATION

ATTACHMENTS

1. Green Team Template (from NJ)
2. Community Green Team Survey
3. green-teams copy
4. Sample_Green_Team_Resolution

Who should be involved?

The mayor and city council should formally establish a green team and appoint members by resolution or ordinance. Members of the green team could be appointed from municipal staff and departments, elected officials, and volunteer members of community boards and commissions. Below are some sample boards and commissions and the action areas they can contribute toward. Communities could also invite representatives from schools including educators, school board members, parent-teacher organizations, school staff, as well as students. Local businesses, chambers of commerce, academic institutions, civic organizations, faith-based groups, and community residents are also important partners in municipal sustainability efforts.

In diverse communities, especially ones that wish to improve the degree to which various demographics (race, income, age, etc.) are involved in civic life, the formation of the team is a prime opportunity to expand inclusion. Aspiring to create a green team that reflects the overall demographics of the town is the optimal goal. The creation of a green team allows communities to reach out and engage people from all community perspectives.

Can an Environmental Commission serve as the green team?

Yes. The municipal governing body can decide how it wishes to appoint the green team, which can be through an existing commission or group, or creating a new team.

Example of Environmental Commissions serving as the green team are listed below. The link goes to the municipality's certification report, scroll down to the green team submission.

- [Caldwell Borough](#)

Is there a minimum or maximum number of green team members allowed?

No. It is entirely up to the municipality to determine the number of green team members. Some municipalities have a handful of members that work in cooperation with other groups, while others have upwards of 20.

[Sample Green Team Resolution](#)

How long does it take to establish a team?

It will take approximately one to three months to identify, recruit, and appoint members to serve on the community green team. This does not include the time it might take to gain municipal approval to start a green team. The time-frame required for passing an ordinance is usually 2-3 months.

What are the costs and resources needed?

The initial costs to establish a Green Team are minimal. Municipal governments may incur costs for municipal staff time needed to recruit team members and create the appointment resolution. The Mayor and Council should specify the amount of municipal staff time available to support the work of the green team. Additional costs for municipal consultants (planner, engineer, attorney, sustainability consultant) may be incurred once the team begins implementing actions. The Council should identify funding available to support the work of the green team if possible. Team volunteers will contribute significant time and energy to the effort.

Community Green Team Survey

Thank you for taking the time to provide your input about forming a community Green Team to support the Mt Horeb Sustainability & Natural Resource (SNR) Committee. Your responses will help us shape the future of our community's sustainability efforts.

1. How aware are you of the current goals and programs of the Mt Horeb SNR Committee?

- ☐ Very aware
- ☐ Somewhat aware
- ☐ Not very aware
- ☐ Not aware at all

2. How interested are you in participating in a community Green Team focused on sustainability and natural resource conservation?

- ☐ Very interested
- ☐ Somewhat interested
- ☐ Neutral
- ☐ Not very interested
- ☐ Not interested at all

3. What specific sustainability issues are you most passionate about? (Select up to 3)

- ☐ Waste reduction and recycling
- ☐ Energy conservation and renewable energy
- ☐ Water conservation
- ☐ Local food production and gardening
- ☐ Wildlife habitat preservation
- ☐ Pollution prevention
- ☐ Climate change mitigation
- ☐ Sustainable transportation
- ☐ Environmental education

4. How do you prefer to receive information about community sustainability initiatives? (Select all that apply)

- ☐ Email newsletters
- ☐ Social media (Facebook, Twitter, etc.)
- ☐ Community meetings
- ☐ Flyers/posters in public places
- ☐ Local newspaper
- ☐ Community website

5. What types of activities or projects would you be most interested in participating in with the Green Team? (Select all that apply)

- ☐ Community clean-up events
- ☐ Educational workshops and seminars
- ☐ Energy audits and efficiency projects
- ☐ Advocacy and policy development
- ☐ Organizing community events and fundraisers

6. How much time per month could you realistically dedicate to Green Team activities?

- ☐ Less than 2 hours
- ☐ 2-5 hours
- ☐ 6-10 hours
- ☐ More than 10 hours

7. What skills or expertise do you have that could benefit the Green Team? (Select all that apply)

- Environmental science
- Gardening/landscaping
- Event planning
- Education and outreach
- Social media/communications
- Fundraising/grant writing
- Project management

- Technical skills (e.g., energy audits, water testing)

8. Are there any barriers that might prevent you from participating in Green Team activities? (Select all that apply)

- Lack of time
- Transportation issues
- Physical limitations
- Lack of childcare
- Unaware of opportunities
- Other (please specify)

9. What outcomes would you like to see from the efforts of the community Green Team? (Select up to 3)

- Increased community awareness about sustainability
- Reduced waste and improved recycling rates
- Enhanced local green spaces and wildlife habitats
- Improved energy efficiency in the community
- Stronger local food systems and community gardens
- More sustainable transportation options
- Greater community involvement in sustainability initiatives

10. Would you be interested in taking a leadership role within the Green Team?

- Yes
- Maybe, I need more information
- No

Thank you for your feedback! If you would like to stay informed about the Green Team's progress or get involved, please provide your contact information below (optional):

Name: _____

Email: _____

Phone: _____

We appreciate your input and look forward to working together to make Mt Horeb a more sustainable community!

Green Teams

In a Nutshell

A green team is a group of dedicated individuals who come together to promote, identify, and implement specific solutions to help their organization operate in a more sustainable fashion. Green teams can form within governments, businesses, neighborhoods, churches, schools, or any other organization. Green teams can be started by an interested employee, can be mandated from above, or can be a combination of the two. Green teams are usually comprised of interested individuals who sometimes bring expertise in a specific topic or field but who are interested in civic engagement and sustainability.

The “How To”

Joining a Green Team

Many churches, schools, community groups, and governments already have established green teams. Look for flyers posted in lunch rooms, on community forums, or in other common areas to see if the green team at your organization is discussed. Sometimes just asking other people or sending out an interested email can garner response and information, as well. Green teams may also be known by different names ranging from Sustainability Commission to Climate Action Task Force to Citizens Committee for the Environment.

Creating Your Own Private Sector Green Team

Within private businesses, the green team is meant to promote sustainable actions and solutions the company can establish in order to become more efficient and sustainable. Private sector organizations and businesses are not using public money, so the goals and objectives may be different than a public sector green team. Brandi McManus of GreenBiz.com has created a list of [five rules](#) the organization's green team should follow.

1. Executive support - A member of the green team should be from the executive staff of the organization; this shows executive buy-in and allows decisions to be made quickly
2. Commitment - The executive staff must commit to review suggestions from the green team; make sure the green team is empowered to make real change
3. Diversity - The green team should be comprised of employees from various departments within the organization and should hold official positions
4. Size - Limit the size of the green team to 10 or 12 people; a team too large has much difficulty agreeing on suggestions and accomplishing goals
5. Unleash the Creativity of Your People - Encourage creative thought and interesting solutions; tap the resources that organizations spend billions of dollars to attract and retain

Creating Your Own Public Sector Green Team

Local government green teams vary in their formation. In some instances, the green teams are formal committees or commissions created by ordinance with members appointed by the mayor or city council. Other times, the green team is an informal body that advises the local government staff. In either case, there is usually

at least one city employee that acts as a liaison to the green team. Ideally, some members of the team will bring expertise in different sustainability or environmental areas in order to better guide and assist the city's sustainability efforts. Resilient Cities & Communities provides [resources](#) to help you launch or strengthen an environmental commission, green team, or citizen sustainability commission.

An effective green team should meet on a regular basis and agree upon a course of action in order to focus the team's efforts. The green team should frequently be in communication with city staff, and both parties must agree to respect and listen to one another's ideas and suggestions.

Planning & Zoning

Sample Green Team Ordinances

Sustainable Jersey, a certification program for New Jersey municipalities that want to go green, offers [information](#) to municipalities who want to establish green teams. The differences between an ordinance and a resolution as well as a typical green team structure are discussed.

The City of Brentwood established a sustainability commission with [Ordinance 4941](#). The commission was established to foster policies and programs that create energy conservation, environmental improvement and sustainability of resources in the City of Brentwood. The commission recommends policies to the Public Works Committee of the Board of Aldermen.

Dollars & Cents

Costs of Creating a Green Team

The cost accrued in actually creating the green team will be minimal. Potentially, some staff hours and other clerical and office expenditures might be necessary to appropriately advertise, establish, and inform the desired population about the green team.

Costs of Implementing Recommendations

Once the green team is formed, however, money will probably be necessary to implement any recommended policies or actions. Some green teams are tasked with recommending options, while others are able to spend budgeted funds on initiatives and programs related to sustainability. The total cost of implementing sustainable options varies depending on the scope and size of the project.

If the green team's main objective is advocacy and education, social media and other digital forms of communication can cost very little. Informing the public can be as simple as an online post, message board, newsletter, or email mailing list. Paper flyers, presentations at meetings and conferences, and newsletters will have a cost associated with them but should be minimal.

Measuring Success

Success of a Municipal Green Team

**Village of Mount Horeb — resolution language creating a Green Team
RESOLUTION #070292**

Establishing a Village Green Team

WHEREAS, the the Village of Mount Horeb strives to save tax dollars, assure clean air and water, improve working and living environments to build a community that is sustainable economically, environmentally and socially; a community which would thrive well into the new century; and

WHEREAS, the Village of Mount Horeb wishes to build a model of government which benefits our residents now and far into the future with green community initiatives which are easy to replicate and affordable to implement; and

WHEREAS, In an attempt to focus attention on “Green” issues, Mount Horeb wishes to establish a Green Team Advisory Committee (GTA); and

WHEREAS, the Village of Mount Horeb wants to begin the process of focusing on “Green” issues by starting with audits of municipality facilities and operations first.

WHEREAS, the Village of Mount Horeb has appropriated “seed money” in their 2007 budget to begin the process of making its operations greener, and more environmentally friendly beginning with energy audits of the Township’s facilities to pinpoint the most effective ways to reduce energy consumption; and

WHEREAS, solar power, changes to fleet purchasing and maintenance, water quality improvements, and operational changes will all be considered as the Township moves to do their share to lessen the environmental impact of its operations.

NOW THEREFORE BE IT RESOLVED, by the Village of Mount that we do hereby establish a Green Team Advisory Committee consisting of eleven members who shall be residents or employees of Mount Horeb, appointed annually, but whose initial term of appointment shall be through December 31, 2007.

NOW THEREFORE BE IT FURTHER RESOLVED, by the Village of Mount Horeb that the Mission, Goals and Objectives for the GTA through _____, _____2024 are established as follows:

Mission

Village of Mount Horeb Green Team Advisory Committee will advise the Village Sustainability and Natural Resource committee on ways to improve municipal operations

with “Green” initiatives which are economically and environmentally sound through research and evaluation.

Goals

To be established by the S&NR Committee?

Objectives

1. Encourage participation of all employees to solicit ideas on green initiatives.
2. Research and analyze green initiatives which make practical environmental and financial sense.
3. Develop strategies for sustainable green initiatives in municipal and (*school operations?)

NOW THEREFORE BE IT FINALLY RESOLVED, by the Village of Mount Horeb that the following persons are hereby appointed to the GTA for the remainder of 2007 and are eligible to serve until replaced though an updated resolution or ordinance:



AGENDA ITEM REPORT

MEETING DATE

May 28, 2024

PREPARED BY

AGENDA ITEM # 3.b

Discussion on Development of Sustainability Plan

BACKGROUND

Unfortunately we did not receive the grant we applied for to fund the development of our sustainability plan. The main reason we believe we were not awarded was that we did not meet the LMI component of the grant, which was a large percentage of the application scoring. We are looking for input from the committee on how you would like to proceed with seeking a sustainability plan: attempt to draft one in-house, continue searching for grants, request budget funds? While they may not fund the entire sustainability plan, we could look into some of the local non-profits that fund initiatives in Mount Horeb to help get the project underway.

RECOMMENDATION

ATTACHMENTS

None



AGENDA ITEM REPORT

MEETING DATE

May 28, 2024

PREPARED BY

AGENDA ITEM # 3.c

Discussion on Pollinator Pathway Program

BACKGROUND

At last month's meeting, the Pollinator Pathway Program was discussed. Here is a link to the program and the self-registration page. [Pollinator Pathway Pollinator Pathway Registration](#).

RECOMMENDATION

ATTACHMENTS

None