

Charleston Green Team Meeting

Wednesday, March 15, 2023

12:00 – 1:30 pm

The meeting will take place over Zoom the public at the following link:

<https://us02web.zoom.us/j/84523890051?pwd=RFRDUGZRQzNCOHQ1WWIDQktuaUVQdz09>

Passcode: 518593

Phone: 305-224-1968 or 309 205 3325

Webinar ID: 845 2389 0051

AGENDA

1>Welcome

2. Adopting the minutes from meeting on February 15th, 2023

New Business:

1. Election of Officers (postponed from January)
2. Bylaws Amendments
 - A. Bylaw for Amending Bylaws
 - B. Bylaw Setting Length of Term for Green Team Members
3. Green Team participation in providing recommendations for spending Energy Efficiency and Conservation Block Grant (EECBG) money that the city is able to receive

Unfinished Business:

1. Report on Pedestrian City Code - Justin Marlowe
2. Approval of Bicycle Friendly Community Designation Letter/Looking into Other Designation Opportunities
3. Date for Tour of DC America in Milton
4. Review Green Team Priorities

Updates:

- A. City Council Environment & Recycling Committee – Chair Brent Burton
- B. Communications – Linda Frame & Patti Hamilton
- C. Opportunities in the Inflation Reduction Act
- D. Yeager Airport Runway Extension Project
- E. Sports Complex Green Initiatives
- F. Tree City USA

G. Glass Recycling Field Trip

H. Community Solar WV

I. Information/Partnerships on “What To Do With Stuff” - Report from Subcommittee

Announcements

Next meeting: (3rd Wednesday is April 19th, 2023)

Adjournment

Green Team Meeting Minutes February 15, 2023

Attendees: Patti Hamilton, Linda Frame, Jennifer Pawley, Dennis Strawn, Quenton King, Ted Armbrecht, Stephanie Hysmith, Rowan Zoeller, Tomi Bergstrom, Councilmembers Joe Solomon and Emmett Pepper.

Patti called the meeting to order at 12:02. Quorum established.

Letter of support for Community Solar sent to Kanawha County delegation with 15 signatures from City Council. Patti thanked Jennifer and Quenton for their work to make this happen.

Quenton moved to adopt the minutes from the January 2023 meeting and Jennifer seconded. Unanimous.

Election of Vice Chair: Jennifer nominated Quenton. Linda seconded. Unanimous.

Pedestrian city code: Justin unable to attend today's meeting.

Bicycle Friendly Community designation: – Patti mentioned that we are sending recommendations but there is no City Manager. Dennis said that the deadline was today. The issue is tabled until March meeting.

Patti mentioned a Green Team logo and having a contest on our Facebook page.

Councilmember Pepper suggested that the Green Team package recommendations for a variety of designations into one. Patti asked everyone to research areas they are interested in and bring them back to the next meeting.

DC American Tour in Milton: on hold until a later date.

Green Team Bylaws: Patti discussed adding limits to Green Team member terms with Matt Sutton and Kevin Baker. Kevin suggested two consecutive terms of four years, then staggering future terms. We would need to add language to our bylaws about term limits and the process for amending bylaws. 2025 could be the end of the first term. Another idea to consider is codifying the Green Team, similar to the Beautification Commission. Councilmember Pepper recommended terms but without term limits. Linda asked about officer elections. Officer elections will be held at the March meeting. Quenton asked if Kevin would draft the bylaw changes. Quenton moved that the bylaws to be changed to reflect creation of terms but not term limits for members. Jennifer seconded. Unanimous.

What To Do With Stuff: Patti suggested creating a pamphlet for people who are cleaning out a house and where they can take materials for recycling or proper disposal, including toxins.

Jennifer mentioned a grant writing service that charges a fee only if the grant is received. There is a lack of feedback on grant opportunity process. Councilmember Solomon mentioned that there isn't an office to take on the work if a grant is received. The Green Team could advocate for an office of Climate and Sustainability or other offices.

It was suggested to form a subcommittee of three. We could use some of Green Team's funds instead of applying for a grant. Jennifer, Patti, and Quenton volunteered to be on the subcommittee. Others can send info to the subcommittee so they can begin to compile. Stephanie also volunteered.

Green Team Priorities: next month is the start of our third year. Patti would like to spend some time honing in our work and listing our accomplishments and stating our future goals more specifically. Will narrow down priorities at next meeting.

Tree City USA – still pending as we await new City Manager.

Environment and Recycling Committee: No updates as committee has not met.

Communications: Linda will put info out on e-waste recycling on our Facebook page.

Gorilla proposal: the company has withdrawn its proposal.

Inflation Reduction Act: Quenton presented [a primer](#) of the opportunities in the Inflation Reduction Act. Preapproval paperwork needs to be submitted by Mayor's office. Dennis mentioned that federal money could be scaled back in two years. We do not know what the city has already applied for (Dennis has spoken to Matt Sutton). The city does have someone on retainer someone who is keeping track. Being codified could help with access to information. Quenton said that it would help if city engaged residents who would be impacted by the grant projects.

Yeager Runway extension project: no update.

Sports complex green initiative: Counsel has been hired by the county to move the project forward.

Glass Recycling Field Trip: Councilmember Solomon would like to join. Quenton volunteered and if others are interested, they can contact glasssmashwv@gmail.com or call 681-385-6820.

Announcements: none

Next meeting is Wednesday, March 15, 2023 on Zoom only from noon to 1:30 PM.

Quenton moved to adjourn. Unanimous.

Charleston Green Team By-Laws (Adopted January 18, 2022)

Purpose:

The Charleston Green Team was established on October 19, 2020 to provide recommendations to the City Administration and City Council's Environment & Recycling Committee on the sound development and management of the City of Charleston's sustainability initiatives and promoting their benefits.

Members and Officers:

The Green Team shall consist of seven (7) residents of the City of Charleston who shall be appointed by the Mayor with input from the Environment & Recycling Committee. Members shall be subject to removal by the Mayor or by the Green Team itself, by a majority vote. Members of the Green Team shall continue to serve until their replacements are appointed. **All appointments to the Green Team shall be for a term of four years.**

Four members of the Green Team constitutes a quorum.

No more than two residents on the Green Team may live in the same ward. No more than two members of the Green Team may be employees of the City of Charleston or elected officials with the City of Charleston. The Mayor shall appoint members who are diverse in race, gender, sexual orientation, and gender identity.

The Green Team shall elect a Chairperson, a Vice-Chairperson, and a Secretary from its membership. If any of these positions become vacant, an election to fill the position shall be held at the Green Team's next meeting, provided that all Green Team members have been informed of the vacancy at least one (1) week before such meeting. The Chair of the Environment & Recycling Committee and the Director of Public Works shall serve as non-voting *ex officio* members of the Green Team. The Green Team may also have non-voting advisors who attend the meetings and provide guidance.

Each officer is elected for a one-year term running from January to December. They are eligible to serve two consecutive terms. Elections will be held at the Green Team's December meeting.

Meetings

The Green Team shall meet at a minimum every three months at times and places to be determined by the Green Team and shall hold additional meetings as it deems necessary to perform its functions. The meetings of the Green Team shall be open to the public and posted publicly in advance of the meeting, in accordance with the West Virginia Open Governmental Proceedings Law (W.Va. Code § 6-9A-1, *et seq.*). The agendas shall be prepared by the Chairperson. The Chairperson of the Committee shall preside over all meetings, and, in the absence of the Chairperson, the Vice-Chairperson shall preside. When both the Chairperson and the Vice Chairperson are absent, the Secretary to the Committee shall preside. Minutes

shall be taken at each meeting and provided to the City Clerk for archiving.

Responsibilities:

The Green Team's responsibilities shall include:

1. Periodically, or at the request of the Mayor or the Chair of the Environment & Recycling Committee, provide advice on the development of regulations or policies that benefit or pertain to sustainability;
2. Investigate appropriate and cost-effective opportunities for implementing energy efficiency measures in all aspects of Charleston's public buildings, including benchmarking, operational changes and changes in maintenance or capital improvements;
3. Facilitate Charleston residents reducing environmental impacts through recycling, energy use, and other appropriate measures;
4. Research and facilitate the use of clean, renewable energy within the City;
5. Identify appropriate federal and state incentive and grant programs that provide opportunities for sustainability;
6. Engage in community outreach and education on sustainability initiatives and events. The Green Team shall make all of its recommendations in writing and direct them to the Mayor, the City Manager, the Director of Public Works, and the Chair of the Environment & Recycling Committee. The Green Team shall not have the authority to direct the City staff to take any action. In making recommendations, the Green Team shall provide an analysis of the estimated or potential costs and benefits of any recommended changes or policies.

Amendments and Revisions

These bylaws may be adopted, amended, or repealed by the vote of a majority of the Green Team members. Such action is authorized only at a duly called and held meeting of the Green Team for which notice of the meeting and the proposed bylaw revisions has been provided.