

**MINUTES**  
**Ad Hoc Clean Air Counts Advisory Committee**  
**April 7, 2008**  
**Municipal Complex, 100 W. Woodstock Street, Crystal Lake, IL**

**I. Call to Order**

City staff Brad Mitchell began the meeting at 7:04 p.m. on April 7, 2008, at the Municipal Complex in Crystal Lake.

**II. Roll Call/Attendance**

Introductions of Committee members and other attendees were conducted. Present were the following Committee members: Pat Dieckhoff, Steve Fuller, Linda Gaska, Kimberly Hankins, Elizabeth Puchmelter, Lehn Shepherd, and Pauline Walker. Also present were John Pletz, Crystal Lake Chamber of Commerce Green Business Task Force and Brad Mitchell, Assistant to the City Manager.

**III. Public Comment**

There was no one in the public who wished to speak.

**IV. Approval of Minutes of the March 3, 2008 Regular Meeting**

Member Walker moved to approve the minutes of the March 3, 2008 regular meeting. Member Hankins seconded the motion. On voice vote, all voted aye. Motion passed. City staff Mitchell stated that the minutes would be sent to members by the end of the week of the meeting. Member Puchmelter asked that the minutes include more detail.

**V. Elect Committee Chair and Vice Chair**

Member Fuller presented his nomination for Member Hankins to assume the Chair position of the Committee. Member Fuller moved to approve Member Hankins as Chair of the Ad Hoc Clean Air Counts Advisory Committee. Member Dieckhoff seconded the motion. On voice vote, all voted aye.

Chair Hankins presented her nomination for Member Fuller for the position of Vice Chair. Member Fuller respectfully declined. Member Puchmelter nominated Member Shepherd to the position of Vice-Chair of the Ad Hoc Clean Air Counts Committee. Chair Hankins seconded the motion. On voice vote, all voted aye.

**VI. Elect Liaison to the Chamber of Commerce**

City staff Mitchell stated the City received a request from the Crystal Lake Chamber of Commerce for the Committee to participate in Chamber sponsored green events and also to attend the Chamber's Green Business Task Force Committee. Committee members were in agreement with electing a liaison to the Chamber to coordinate communication between the Committee and Chamber. Member Puchmelter moved to elect Member Gaska to the position of Liaison to the Crystal Lake Chamber of Commerce. Member Fuller seconded the motion. On a voice vote, all voted aye.

**VII. Discussion of Committee Ideas/Objectives**

Member Puchmelter suggested that the Committee look at the items in chronological order. The following ideas/objectives were discussed by the Committee:

- **Crystal Lake Chamber of Commerce Community Clean Up event.**  
 The Chamber of Commerce Community Clean Up event will be held on Saturday, April 19, 2008 from 8:00 a.m. to Noon. John Pletz presented information regarding the event. Member Dieckhoff suggested that the Chamber use two colored bags, one for refuse and one for recycling. The Committee agreed to this recommendation and Member Dieckhoff agreed to contact the Chamber. Member Fuller suggested that a Committee member should speak at the event to educate volunteers on the Clean Air Counts campaign and the City's involvement. The Committee agreed to this idea and Member Dieckhoff volunteered to speak pending approval from the Chamber. Member Walker suggested that the Committee order Clean Air Counts t-shirts to wear at all events that the Committee participates in. Each Committee member agreed to pay \$15.00 for a shirt and Member Walker would coordinate the ordering of the t-shirts. Chair Hankins stated that she would contact Eve Pytel regarding brochures and other give-a-ways from the Clean Air Counts Campaign. Member Shepherd suggested that there be a competition for the much is collected by each volunteer. The Committee agreed to speak with the Chamber about this. The following Committee members agreed to participate at the Community Clean Up event: Members Dieckhoff, Fuller, Gaska, Puchmelter, Shepherd and Walker.
- **Green Expo**  
 The Committee discussed and agreed to have a booth at the Green Expo on April 23, 2008 from 9:00 a.m. – 11:00 a.m. at McHenry County College. Member Dieckhoff would coordinate the Committee's involvement.
- **Newsletter Articles**  
 Member Fuller stated the Committee should educate residents on the Clean Air Counts Campaign. The Committee discussed publishing articles in the City newsletter. City staff Mitchell stated that the City has published Clean Air Counts initiatives articles in the past City newsletters. Member Fuller volunteered to coordinate the publishing of articles in future City newsletters.
- **Lawncare Buyback/Gas Can Replacement Program**  
 Member Puchmelter suggested that the City look into the lawncare buyback and gas can replacement programs. The Committee discussed encouraging residents to use hand mowers. Member Puchmelter will contact Eve Pytel for more information on these programs.
- **Website**  
 The Committee discussed posting Clean Air Counts relate information on the City's website. City staff Mitchell stated that he could coordinate with the City's IT Division to create a web page for the Committee. Member Shepherd volunteered to compile information for a web page. The Committee agreed that information to be posted on the web page should be emailed to everyone for review and consensus. Chair Hankins suggested that the Committee also post information on the City's cable access channel.
- **Bicycle Path Program**  
 Member Fuller stated that the Committee should research the possibility of starting a program to identify City streets where bike lanes can be added. Members Fuller and Walker agreed to conduct the research. City Staff Mitchell stated that the Committee should contact the City's Engineering Division regarding the requirements for installing bike lanes.

- **Vehicle Sticker Discount for Hybrid Vehicles**

Chair Hankins stated that vehicle sticker discounts should be given to residents that own hybrid vehicles. Committee members stated that this should take effect for this upcoming vehicle sticker season. Member Fuller suggested that this would not include hybrid SUVs. Member Gaska stated that the Committee would need to classify which vehicles would qualify for a discount. Member Diekhoff stated that Representative Tryon recently switched to a hybrid vehicle. The Committee asked City staff Mitchell to look into the possibility of offering a discount and report back to the Committee.

- **Farmer's Market**

The Committee discussed having a table at the Farmer's Market. Member Walker volunteered to contact Diana Kenney, Crystal Lake Downtown Main Street, regarding having a table at the Farmer's Market.

- **Idling**

Member Gaska asked whether the computers in the City police vehicles would have to reboot each time the vehicle is turned off. Member Puchmelter stated that she contacted the City's Police Department and was informed that the computers would have to reboot each time the vehicle was turned off. The Committee discussed recommending that other City departments turn off vehicles when they are not in use and have signs posted throughout the City as a reminder to residents not to idle. The Committee discussed taking action on this item at the next meeting. Member Shepherd inquired about Metra idling their trains and agreed to contact Metra.

### **VIII. Open Discussion**

Member Fuller stated that his daughter's art teacher is involved in a program through the Dole Mansion that is looking to paint murals on abandoned buildings throughout the City. He stated that the Committee could contact the organization about creating a mural incorporating the Clean Air Counts Campaign and having it displayed at events such as the Farmer's Market. Member Fuller will get more information to report back to the Committee.

Member Gaska stated that she received an Economic Interest Statement from McHenry County. City staff Mitchell stated that all members of the Committee should have received a statement and that statements need to be completed and returned by May 1, 2008. Member Fuller stated he did not receive the form. City staff Mitchell stated he would follow-up with Committee members regarding the submittal of the form.

Member Diekhoff asked City staff Mitchell about where the City currently stands on implementing Clean Air Counts initiatives within the City. City staff Mitchell stated that he would follow-up with City staff and report back to the Committee.

Member Gaska asked about City purchasing guidelines. City staff Mitchell stated that City staff is researching other communities purchasing guidelines and will report back to the Committee.

Member Shepherd asked about fundraising to help pay for possible Committee events. The Committee asked City staff Mitchell to look into whether any funding is available for the Committee.

Chair Hankins suggested that the Committee meet with the City Council to discuss goals of the Committee. The Committee agreed to participate in a discussion with the City Council. City staff Mitchell stated that he would report back to the Committee with further information on a meeting with the City Council.

Member Diekhoff stated that the Green Guide would be available soon in the Northwest Herald. Chair Hankins stated that copies of the guide should be given to all City Council members.

Member Shepherd suggested that the Committee look into an ordinance for limiting lawn mowing times. Member Puchmelter agreed to speak with Eve Pytel about possible ordinances in other communities.

The Committee discussed the next regular Committee meeting. The Committee agreed that the next Committee meeting will be held on Monday, May 5, 2008.

**IX. Adjourn**

There being no further business, Member Puchmelter moved to adjourn the meeting at 8:55 p.m. Member Fuller seconded the motion. On voice vote, all voted aye. Motion passed.