

**MINUTES**  
**Ad Hoc Clean Air Counts Advisory Committee**  
**May 5, 2008**  
**Municipal Complex, 100 W. Woodstock Street, Crystal Lake, IL**

**I. Call to Order**

Vice-Chair Shepherd began the meeting at 7:05 p.m. on May 5, 2008, at the Municipal Complex in Crystal Lake.

**II. Roll Call/Attendance**

Present were the following Committee members: Pat Dieckhoff, Steve Fuller, Linda Gaska, Elizabeth Puchmelter, Lehn Shepherd, and Pauline Walker. Kim Hankins was absent. Also present were Edward (Ned) Davies 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 April 7, 2008 Regular Meeting**

Member Gaska recommended that bullet points indicating action items be added to the minutes. Member Gaska moved to approve the minutes of the April 7, 2008 regular meeting. Member Puchmelter seconded the motion. On voice vote, all voted aye. Motion passed.

**V. Clean Air Counts Participation Status**

City staff Mitchell distributed a participation status update that shows which of the Clean Air Counts Campaign requirements have been met by the Committee and what efforts still need to be completed. This participation status will be updated monthly and presented at each meeting. City staff Mitchell explained that the following requirements have already been met by the Committee for bronze level:

1. Publish an article on CAC energy efficiency and emission reduction strategies in your municipal newsletter and/or area newspapers.
2. Create a display booth and/or information board that provides information to residents about CAC energy efficiency and emission reduction strategies.

The Committee agreed to work towards achieving bronze level status. Member Dieckhoff asked whether Member Fuller's speaking at the Rotary Club or the Committee's presence at the Farmer's Market will satisfy the "other" requirement for bronze level. City staff Mitchell will contact Eve Pytel and report back to the Committee. Vice-Chair Shepherd recommended that information on idling be provided to residents with their vehicle sticker to satisfy one of the requirements. Committee members were in agreement with this. City staff Mitchell will check with City staff on coordinating this effort.

**a. Newsletter Articles**

Member Fuller distributed a newsletter article that was submitted to the City for publication in the June/July 2008 City newsletter. City staff Mitchell stated that City staff was reviewing the submission. Member Dieckhoff suggested that website links regarding the information be added in the article. Vice-Chair Shepherd suggested that

Member Fuller coordinate articles in the City newsletters on behalf of the Committee and Member Fuller agreed to this. Member Shepherd suggested that in future newsletter articles, the Committee should include the Committee's website link.

- **Member Fuller will coordinate the submission of articles in the City newsletter on behalf of the Committee**

**b. Lawncare Buyback/Gas Can Replacement Program**

Member Puchmelter stated that she spoke with Eve Pytel and was told that the Lawncare Buyback program could not be funded at this time by the Clean Air Counts Campaign. Member Puchmelter stated that the Clean Air Counts Campaign would provide some funding for a Gas Can Replacement Program, but the event would have to be held by September 15<sup>th</sup>. Member Puchmelter suggested that the Committee look into getting sponsorship for the event from local retailers to help provide the cans. City staff Mitchell indicated that he also spoke with Eve and funding is available for environmental services for the event. Other communities have contracted with Veolia to drain the gas from the old can and place old cans in a roll away container. The Committee would have to purchase 100-200 1 or 2 gallon plastic, spill proof cans. The cost would be \$3 to \$6 per can and are available at Lowes, Menards, Home Depot and Ace. The Committee agreed that the event should be held on a Saturday during the Farmer's Market and should be held at a location where drive-thru service could be utilized, such as the City hall parking lot. City staff Mitchell explained that the Committee would have to bring this idea before the City Council for their approval. Member Fuller suggested having a proposal put together with all the details of the event prior to bring to the City Council. It is intended that this request be included on the June 17<sup>th</sup> City Council agenda.

- **Member Puchmelter agreed to draft a proposal and have it available for discussion at the June 2, 2008 Committee meeting.**

**c. Website**

Vice-Chair Shepherd stated that he will work with City staff Mitchell on creating a website for the Committee. He suggested that the website should have a purpose statement, event listing, tips/facts, and links to different websites and information. Member Puchmelter suggested that photos be placed on the webpage. Member Fuller asked that information on bike riding be included on the web page.

- **Vice-Chair Shepherd will work with City staff Mitchell on developing a website for the Committee.**

**d. Bicycle Path Program**

Member Fuller and Member Walker stated that they are working on researching the possibility of adding bike lanes throughout the City. Member Fuller stated that this is a long-term goal that will involve a lot of coordination with City staff. Member Fuller suggested meeting with City staff to discuss the requirements for such a program. City staff Mitchell indicated that he coordinate with staff to set-up a meeting with City staff and Members Fuller and Walker. Member Fuller stated that he talked with the owners

of a couple local bicycle shops about doing a community event. Member Fuller also stated that a new trend is building destination shops for bicyclists and that the Committee should look into doing something on a smaller scale such as having bike racks added to the Downtown Train Station to encourage bike riding to Metra. Member Dieckhoff suggested the Committee look into why the downtown area restricts bicycling. The Committee discussed the possibility of researching short-term efforts to make the City more bicycle friendly.

- **Members Fuller and Walker will meet with City staff regarding bicycle lanes.**

**e. Vehicle Sticker Discount for Hybrid Vehicles**

Member Puchmelter suggested that the Committee would need to define what a hybrid vehicle is to determine which vehicles would qualify for a discount and that she was concerned that some people would be misrepresenting their vehicle just to get a discount. Committee members discussed defining a hybrid vehicle. Vice-Chair Shepherd suggested making the vehicle stickers free instead of a discount. City staff Mitchell stated that a discount could not be considered for this upcoming vehicle sticker season, but that the Committee could present a recommendation to the City Council for next year. The Committee suggested that City staff Mitchell research other communities who give discounts to residents with hybrid vehicles.

- **City staff Mitchell will research other communities.**

**f. Farmer's Market**

Member Walker reported that she spoke with Dianna Kenney of Downtown Main Street and was given approval for the Committee to have a table at the Farmer's Market. The Committee agreed to have a table at the Farmer's Market every Saturday. The Committee discussed several ideas for demonstrations at the Farmer's Market, including demonstrating real mowers and providing information on low VOC paints. Mr. Davies suggested that the Committee should provide information on sustainable agriculture at the first Farmer's Market. The Committee agreed that it would be a good kick-off topic. Member Dieckhoff suggested contacting the McHenry County Association of Farmer's Markets for information. Member Puchmelter suggested creating an agenda for the summer and having a permanent sign be made for the Farmer's Market. City staff Mitchell will look into having a sign made. The Committee agreed to send ideas for the Farmer's Market to Member Walker.

- **Member Walker will be at the first Farmer's Market.**
- **Committee members shall submit ideas to Member Walker.**
- **City staff Mitchell will look into having a Committee sign made.**

**g. Idling**

Vice-Chair Shepherd distributed a draft letter to Metra to encourage them to not idling their trains in the early morning hours. Committee members will review the draft letter and respond back to Vice-Chair Shepherd with any comments. Also, Vice-Chair Shepherd will forward a copy of the draft letter to City staff Mitchell for the City to review. Members Fuller and Dieckhoff mentioned that they have contacts at local

schools and will reach out to them about placing no idling signs around the schools. The Committee suggested that City staff Mitchell research other communities that are participating in a no idling campaign. Member Puchmelter stated that it would be a good idea to start this campaign in the summer right before schools start up again. The Committee also discussed creating a no idling policy for City staff, excluding emergency services vehicles. City staff Mitchell will research policies in other communities.

- **Members Fuller and Dieckhoff will do research on the no idling issue and reach out to local school representatives.**
- **City staff Mitchell will research other communities' efforts on no idling.**
- **Committee members should forward comments regarding the draft Metra letter to Vice-Chair Shepherd.**
- **Vice-Chair Shepherd will forward a copy of the draft letter to City staff Mitchell for the City to review.**

## **VI. Open Discussion**

Member Gaska stated that the Committee should focus on getting the support of businesses that are members of the Crystal Lake Chamber, as well, as other retailer and businesses that are not Chamber members. The Committee agreed to reach out to all businesses in Crystal Lake as part of outreach efforts of the Clean Air Counts Campaign. Member Gaska asked about the status City purchasing guidelines. City staff Mitchell stated that he will be attending the Green Procurement Conference at Navy Pier on June 4, 2008 and will report back with information. The conference sessions focus on incorporating green practices into purchasing guidelines. City staff Mitchell stated that the City is also looking at becoming a member of Energy Star.

Member Puchmelter stated that she met John Fiorina, Manager of Natural Resources and Interpretation for the Crystal Lake Park District, and discussed with him about efforts to include more native plants around the City. Member Puchmelter shared information regarding the Smart Home exhibit at the Museum of Science and Industry to be on display from May 8<sup>th</sup> through January 4<sup>th</sup>. The Committee agreed to have information regarding this exhibit on the Committee's webpage.

Member Dieckhoff stated that the local State Representatives are sponsoring an informational session to discuss the Clean Air Act. Member Dieckhoff also distributed copies of the Green Guide.

Member Walker stated that she was unable to order t-shirts for the Committee by the Clean Up Day, but will have them by the start of the Farmer's Market. Committee members provided Member Walker with t-shirt sizes. The Committee suggested having t-shirts made from organic material.

City staff Mitchell stated ComEd will be introducing new energy efficiency programs and that he will be attending a seminar on these programs in June and will report back to the Committee. City staff Mitchell distributed a listing with contact information for each member. City staff Mitchell stated that the Committee does have the option to meet at an earlier time. A majority of Committee members were satisfied with the 7:00 p.m. meeting

start time, but would be open to discussing an earlier start time if schedules became conflicting.

**VII. Adjourn**

There being no further business, Member Gaska moved to adjourn the meeting at 9:11 p.m. Member Dieckhoff seconded the motion. On voice vote, all voted aye. Motion passed.