

**MINUTES**  
**Ad Hoc Clean Air Counts Advisory Committee**  
**November 3, 2008**  
**Municipal Complex, 100 W. Woodstock Street, Crystal Lake, IL**

**I. Call to Order**

Chair Hankins began the meeting at 7:04 p.m. on November 3, 2008, at the Municipal Complex in Crystal Lake.

**II. Roll Call/Attendance**

Present were the following Committee members: Pat Dieckhoff (arrived later in the meeting), Kim Hankins, Elizabeth Puchmelter, Lehn Shepherd, and Pauline Walker. Steve Fuller and Linda Gaska were absent. Also present were Larry O'Meara, Joe Lewis, Eberhard Veit, Mark Elmore, 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 October 6, 2008 Regular Meeting**

Member Shepherd moved to approve the minutes of the October 6, 2008 regular meeting. Member Walker seconded the motion. On voice vote, all voted aye. Motion passed.

**V. Clean Air Counts Participation Status**

**a. Participation Level Discussion**

The Committee discussed the requirements for achieving silver participation level status. The following list shows the requirements that need to be met and possible tasks the Committee suggested that could meet the requirements.

- (A) Provide evidence of implementing the following outreach efforts to promote clean air initiatives:
  - Publish an article on anti-idling signs being put up at schools in Districts 47 and 155.
- (B) Implement the following VOC reduction measures:
  - Incorporate VOC reduction measures in City purchasing guidelines.
- (C) Host and promote the following events:
  - Host a gas can replacement event.
- (D) Implement the following energy efficiency measures:
  - Adopt purchasing guidelines that encourage purchase of energy star products.
- (E) Implement/Promote the following Fleet Management and Commuter Choice measures:
  - Create new pedestrian and/or bicycle routes as viable transportation options.
- (F) Implement/promote the following regulatory changes:
  - Landscape ordinance that promotes heat island reduction and/or native landscaping or modify weed ban ordinances that prohibit native landscaping.

The Committee will continue to review these requirements at future meetings to identify new tasks.

**b. Newsletter Articles**

City staff Mitchell stated that Member Fuller will submit an article for the December 2008/January 2009 City newsletter. The Committee suggested focusing on a green business for the February/March 2008 City newsletter. Chair Hankins stated that she will talk with John Pletz of the Green Business Task Force to get ideas of green businesses to highlight in future newsletter articles.

- **Member Fuller submit newsletter article for the December 2008/January 2009 City newsletter.**
- **Chair Hankins will speak with John Pletz regarding green businesses.**

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

Member Puchmelter read her draft proposal for the gas can replacement program. The Committee will review the proposal and bring comments to the December 1, 2008 Committee meeting for discussion. Mr. Veit suggested partnering with the next household hazardous waste collection event. Mr. Veit will obtain information about the permanent household hazardous waste facility in Rockford.

- **Committee will review the draft proposal for discussion at the next Committee meeting.**

**d. Website**

Member Shepherd stated that he would like to create a page that lists projects that the Committee is working on.

**e. Bicycle Path Program**

Chair Hankins inquired about the status of the review of the UDO. Member Shepherd indicated that he reviewed some of the draft UDO document. The Committee discussed whether more time should be spent on this. The Committee will continue to look at the draft UDO. Mr. Veit updated the Committee on his comments to the County, City of Crystal Lake, and Village of Lake in the Hills on the Rakow/Randall Road expansion. Mr. Lewis suggested the Committee look into promoting bike paths to Vulcan Lakes and within Vulcan Lakes. The Committee will put together comments to suggest to the City Council.

- **Committee members will continue review sections of the UDO.**
- **Committee will work on comments to provide to the City regarding bike paths at Vulcan Lakes.**

**f. Idling**

Mr. O'Meara stated that he heard back from Jeff Karr with District 155 and the school district has agreed to put up no-idling signs at their high schools. City staff Mitchell will check with Public Works on the timeline for making the signs. Mr. O'Meara stated that the signs would be put up by school maintenance staff. City staff Mitchell asked Mr.

O'Meara to get letters of approval from Districts 47 and 155 to include in the no-idling school campaign proposal to go before the City Council at a future City Council meeting. Chair Hankins stated that a big marketing push should be done when the signs go up.

- **Mr. O'Meara will get letters of commitment from Districts 47 and 155.**
- **City staff Mitchell will check with the Public Works Department on the making of the signs.**

**g. Business Development**

The Committee will discuss business development at the next Committee meeting.

**VI. Open Discussion**

Member Dieckhoff will check with Erik Schneider, with the Environmental Law and Policy Center, about a draft support letter that the Committee could use in regards to the Illinois Clean Car Act.

Member Puchmelter stated that she attends many Crystal Lake Chamber of Commerce mixers and notices that there are no recycling bins at the mixers to encourage recycling. Member Puchmelter suggested that the Committee write a letter to the Chamber of Commerce suggesting that partners for mixers should provide means for recycling during the mixers.

**VII. Next Meeting Date**

The Committee agreed that the next meeting date will be December 1, 2008.

**VIII. Adjourn**

There being no further business, Member Shepherd moved to adjourn the meeting at 8:33 p.m. Member Walker seconded the motion. On voice vote, all voted aye. Motion passed.