

# **Citizen Conservation Board (CCB)**

Approved - Regular Board Meeting Minutes

October 14, 2021; 4:30 PM

Meeting held virtually via Zoom only

## **Board Members Present (7 out of 13 members required for a quorum):**

- 1) Diana Hammer, Chair
- 2) Mark Juedeman, Vice Chair
- 3) Valerie Stacey, Vice Chair
- 4) Dick Sloan
- 5) Ann Brodsky
- 6) Denise Roth Barber
- 7) Elizabeth Grant
- 8) Lucy Lantz
- 9) Brian Solan

## **Board Members Not Present:**

Becca Boslough (excused)  
Steven Costle (excused)  
Patricia Heiser  
Carlin Onstad  
Val Stacey (excused)

## **City and County Staff Present:**

Ryan Leland, Kim Carley, Jacki Pierson

**Members of the Public** including Cora Helm, Patrick Judge, Dr. G, and Brooke Jenkinson

### **1. Call to Order:**

CCB Chair Diana Hammer called the meeting to order at 4:35 pm, noted the Quorum and welcomed all participants.

### **2. Minutes:**

Mark Juedeman moved to adopt the August minutes with edits and Dick Sloan seconded the motion. The motion passed unanimously.

### **3. Diana introduced the Guest Speakers, Kim Carley, Recycling Coordinator with the City of Helena, and Jacki Pierson, with the County Solid Waste Division, to discuss Recycling.**

A copy of the Presentation and the FY22 Diversion Chart will be shared with the CCB.

#### Helena's Recycling Program

- Items accepted: newspaper, magazines, white and pastel office paper, corrugated cardboard, aluminum, steel cans, mixed container glass, plastics #1 and #2, automotive batteries, waste oil, antifreeze, e-waste, and scrap metal/appliances. For further details, please see the slides.
- All items must be clean and dry

- Glass – be sure to remove the ‘flow restrictor’ from olive oil, liquor bottles, etc. This tiny piece of plastic is wreaking havoc with Ashgrove’s screening process so they are currently not accepting Helena’s glass for recycling; glass is not landfilled but was temporarily stockpiled at the landfill and is now being sent to Salt Lake City for recycling.
- Composting – cooperative agreement between City and County to manage wastewater biosolids, yard waste, and other organics collected to produce high quality compost for use at the Landfill for remediation, re-vegetation. City plans to start using compost for its projects.
- On November 4<sup>th</sup> – Lewis and Clark County Commission will consider allowing surplus compost to be sold to the public; if passed will go into effect on November 5<sup>th</sup>.
- Curbside recycling service through Helena Recycling [www.helenarecycling.com](http://www.helenarecycling.com) for \$8/month and includes: newspaper, office paper, corrugated cardboard, paperboard – cereal boxes, shredded paper, plastics #1 and #2, glass, and aluminum and steel cans. Pickup is 2x/month.
- Special events: Latex Paint drop off; Household Hazardous Waste, Christmas Tree collection
- C&D Waste – Class III construction and demolition cell at the County Landfill takes inert materials such as concrete, wood, etc. Class II cell is where ‘regular trash’ is landfilled.
- Bicycle program in conjunction with Queen City Wheelhouse to divert usable bikes from the landfill and are re-furbished. Kids bikes are given away; adult bikes are sold to offset costs
- Wish list: 1) Baling Facility; and 2) Separate site for Recycling
- Help promote recycling participation and etiquette! Remind folks to:
  - Make sure recycling is clean and dry – rinse, remove lids and flow restrictors
  - No garbage or plastic bags in recycling bins
  - Breakdown cardboard boxes
  - Remove packing materials from boxes before recycling
  - Remove yard waste from bags before tossing into pile
  - Separate lumber from branches before tossing
  - No household garbage in the scrap metal area

#### 4. **Nomination and Election of CCB Officers**

Diana, Mark, and Valerie have expressed interest in continuing as Chair, Vice-Chairs respectively. No one else expressed interest in serving on the leadership team. Dick moved to re-elect Diana as Chair, Mark and Valerie as Vice-Chairs of the CCB for the next year. Denise seconded the motion. The motion was approved unanimously. On behalf of Mark and Valerie, Diana thanked the CCB for entrusting us with the leadership for another year.

#### 5. **Update re: Sustainability Coordinator, Open CCB Position, and September Letter**

- Diana announced that the City has hired a new Sustainability Coordinator – Holly Chandler – and invited Holly to introduce herself. Holly has been working in sustainability in various capacities, most recently with the USGS Climate Adaptation Program. She has a B.S. in Environmental Science and an M.P.A. (Masters of Public Administration). Holly is excited to start working on Sustainability - begins Nov. 1.
- CCB Open Position for an Environmental Organization representative – not yet advertised; Diana is in regular contact with Dannai about when it will be advertised.
- The CCB Letter sent to the to the Commission in September re: 1) amending the Resolution establishing the CCB to remove the sunset date of January 2023 and 2) adding two at-large positions – this was supposed to be discussed at the Commission Administrative meeting on 10/13/21 but was postponed – date TBD.

## **6. CCB Representative(s) on 1) RFP Review Team and 2) Solid Waste Master Plan Steering Committee**

- Denise and Ann are representing the CCB as the City reviews the responses to the RFP for development of the Strategic Plan for Waste Reduction (to meet the waste reduction goals set out in this year's Waste Resolution).
- Denise will be the CCB representative on the Solid Waste Master Plan Steering Committee. This is a 18-24 month commitment.

## **7. Committee Reports**

### **Waste & Recycling Committee – Denise**

Ann and Denise are reviewing responses to the RFP re: proposals for development of the Strategic Plan for Waste Reduction. The Strategic Plan will help Helena work to meet the waste reduction goals laid out in the Waste Resolution of 2021. Denise is happy the proposals include outreach to various stakeholders and help ensure a thorough process for developing waste reduction strategies.

### **Energy & Transportation Committee – Mark**

No update as no meeting this month. Mark invites Holly to join the Energy and Transportation meeting the 1<sup>st</sup> Thursday of the month at 2 pm. The meeting will be virtual.

### **Tree Planting Team – Diana**

Reporting for Carlin, Diana reported that the City has planted upwards of 30 trees in the 6<sup>th</sup> Ward, focusing primarily on Lyndale and Hannaford. Another five or so trees are being planted today and then Helena Food Share would also like several trees. Plan to continue this collaborative effort among the City, Growing Friends, and the CCB and will start planning for next year. The 6<sup>th</sup> Ward has about 50% less canopy cover than other parts of Helena and for this reason has been identified as a priority area for tree planting (equity).

### **Communications Committee – Liz**

CCB's window display is up at the Goodkind Building – Liz and Diana and Diana's daughter did a great job pulling that together. Thanks to everyone who helped with suggestions or donations of various props. The display will be up for October and then move to the larger window for November and if anyone has ideas for the larger space and if you're interested/able to help 11/1.

### **Water Committee – Diana**

Partnered with the City and offered a xeriscape design for the Law and Justice Building and the City acted really quickly – brought in soil, mulch, and will plant the recommended shrubs this fall. Other plants will go in this spring. Working on recommendations for green infrastructure and water-wise plantings for other parts of the Law and Justice campus. In response to a question from Mark, there will likely be opportunities for the CCB and the community to be involved in the spring planting. Proceeding with the WaterWise Garden Tour – self-guided and virtual tour. Also hoping to partner with Lake Helena Watershed Group on a grant involving water conservation outreach/education.

### **Emerging Issues/Other Business:**

Diana discussed with Mark and Val and they would like to propose that the CCB consider adding the position of Secretary to the Executive Committee. This likely would require an amendment to the

CCB By-Laws. The Secretary could be a year-long position or rotate among CCB members. Since the Sustainability Coordinator position is part-time, this would also free up the Coordinator's time to work on things only the Coordinator can do, such as serve as CCB's liaison with the City. Mark and Dick agreed this would be good and Dick added that most organizations have a Secretarial position. There was general agreement among CCB members that this is a good idea so it will be added as an agenda item for the November meeting for consideration of this proposal.

While she has found the speakers very informative, Denise suggested we consider having speakers less frequently to allow for more CCB work time during meetings; Dick proposed perhaps every other meeting (6 times/year). Group agreed that the speakers are good and to having guest speakers approximately every other month. Liz would be interested in hearing more from the very knowledgeable, individual CCB members. Dick agreed. Mark added that no speaker is scheduled for November.

**Announcements:** None.

**Public Comment:**

Diana invited anyone on the call, including the public, to share any other comments or questions they might have. There was no public comment.

**Next Meeting:**

Diana announced that the next regular CCB meeting would normally be Thursday, November 11 which is Veterans' Day, a federal holiday. Group agreed that November 18 at 4:30 pm would generally work (but not for Becca – sorry!). Please contact her, Mark or Val with any agenda items and let them know if you cannot attend.

**Adjourn:**

With no further comment from the board, staff, or public, Diana adjourned the meeting at 5:50 pm.

**Minutes prepared by Diana Hammer.**