

Helena Citizen Conservation Board - Regular Meeting

May 12, 2022; 4:30-6:00 p.m.

Agenda

1. Roll Call and Welcome

Board Members Present:

1. Diana Hammer, Chair
2. Val Stacey, Vice-Chair
3. Mark Judeman, Vice-Chair
4. Denise Roth Barber, Secretary
5. Ann Brodsky
6. Becca Boslough
7. Steven Costle
8. Liz Grant
9. Patricia Heiser
10. Lucy Lantz
11. Brian Solan
12. Dick Sloan
13. Pat Judge

Board Members Not Present: Carlin Onstad

Public present: Dr. Gregory Thomas

City staff present: Leea Anderson

1. Roll Call and Welcome

Noting the quorum, Diana welcomed everyone and opened the meeting at 4:33 pm.

2. Review and Approval of April 14, 2022 Meeting Minutes

Mark moved and Liz seconded the approval of the minutes (w/no amendments). The motion passed unanimously.

3. Report from the Public Works Department – Leea Anderson

PWD opened the bid for the solar project (solar panels on the City Buildings) and none of the bids met the criteria. Leea sent letters out letting them know and let the bidders know what they needed to do. Next bids are due May 31st. Leea can send us a copy of the bid document.

Electric Vehicle Charging (EVC) stations project is also moving along. Concern about the load and the need for more transformers was ultimately not an issue.

Spring Paint Collection program is going on right now. Next year, the spring program will coincide with the Vigilante Day Parade so that the used paint is available for decorating the floats.

City/county Solid Waste Master Plan – the Steering Committee is working on the scope for the 5-Year SW Master Plan. The development of the plan is an 18-month project.

Leea spoke to the City's two water zones. In the winter, we use the Ten Mile Water Treatment Plant (WTP) exclusively. The Missouri River WTP typically operates only during 'irrigation season' (summer) to meet increased demand for water. On average, water use increases 4-fold from approximately 4 million gallons/day for most of the year to 15-16 million gallons/day in the summer.

Commented [1]: I could not hear this # very well in the recording, so I am not positive this is correct

Helena is divided into two water zones – Zone 1 (north of the railroad tracks) and Zone 2 (south of the railroad tracks). Due to the way the Missouri River WTP operates (it is shut down from 2-5 am), the City recommends that residents adjust their irrigation schedules, depending on which Zone they live in, to conserve energy.

Best scenario for irrigation – saving money and energy:

- Do not irrigate from 2-5 am
- South of the railroad tracks (Zone 2) – the best time to water is from 10pm - midnight, or from 6-8 am
- North of the railroad tracks (Zone 1) – the best time to water is 5-7 am.

Commented [2]: Diana, you mentioned at the meeting an email about this from Leea so you may want/be able to add some verbiage here from that.

Look for watering guidelines in the June water bill.

4. Officers' Report – Diana/Mark/Val/Denise

Election of Vice Chair

Diana reported that Valerie Stacey is stepping down from role. Diana thanked Val for her contributions and service as Vice-Chair. Several others also thanked Val for her valuable time spent as Vice-Chair. Diana mentioned that Patrick Judge was interested in serving as Vice Chair and asked if anyone else was also interested. Hearing none, Dick moved that we elect Pat Judge as the new Vice Chair, Val seconded the motion. The vote was unanimous. Welcome Pat as Vice-Chair!

Mark asked Leea if there was possibly any support to move the Sustainability Coordinator out of the Public Works Department and back into the City Manager's Office. Leea responded that one advantage to have it in PWD is that there would be staff who know about the sustainability work and could more readily backfill versus if a City Manager should leave, there would be less knowledge about the ongoing work of that position.

5. Letter to Commission

Mark drafted a letter to the City Commission requesting that the CCB have a Commissioner serve as a liaison to the CCB. The draft letter also asks for action on the CCB's September 2021 letter requesting that the Commission extend and expand the Citizen Conservation Board.

Mark moved that the Draft Letter be approved as described; Dick seconded and the Board voted unanimously to approve the letter. Diana will sign and send to the Commission.

6. Reflections by Student Leaders

Diana thanked Lucy for her service on the CCB and invited her to reflect on her time on the CCB and to share her plans for the future.

Lucy said she has learned a lot about sustainability issues in Helena and how organizations beyond Helena High work. Her main takeaway has been the collaboration between the Board and the two High Schools and being able to involve her classmates in tree-planting, for example, has been really useful. She thanked the Board for this experience. Lucy plans to attend MSU next year, majoring in math and economics.

Carlin was unable to attend due to a conflict with a CHS Track Meet.

7. Unfinished Business

Letter to Commission regarding CCB's recommendations for FY23 budget items

Diana reminded the CCB that we had asked Denise to draft a Letter to the Commission re: the FY23 Budget so that the CCB could review and discuss it during our May meeting. However, given the tight budget deadlines this year and that not all of the Departmental budgets have been made publicly available, she was not able to draft a letter. Budget meetings: Mark attended the May 4th Administrative/Overview Budgetary meeting; May 11th focused on Public Safety, Parks and Open Lands; May 18 will focus on Facilities and Transportation; May 25 will focus on Public Works – water, waste.

Committee members need to attend the appropriate May Department meetings and develop budget recommendations.

Given the tight timeline (need to provide input to the City Commission by May 31st, per Leea), Committees will submit their recommendations to the full membership by May 27th for review. Since the Letter needs to be sent before the next CCB meeting, the Board agreed to defer to the recommendations of the CCB Committees. Suggested recommendations should be shared with the full Board for review. Denise will collect the recommendations and draft the Letter. The Executive Committee will finalize the letter and Diana will send it no later May 31, 2022.

Denise suggested that next year we should be proactive and suggest budget items to the various departments as they develop their budgets, rather than reacting to the departments' proposed budgets.

8. Committee & Project Team Reports

Waste - Denise/Ann

- June 8 - Public Meeting where the Zero Waste Associates (ZWA) will present the Strategic Waste Reduction Plan
June 15 - ZWA will present the Plan to the City Commission

Patricia described a Waste Diversion effort by Carroll College as students leave campus at the end of the school year. They had a room where folks dropped items off and then the College and community (YWCA for example) came through and picked up usable goods. They estimate more than 10,000 pounds of furniture and other items were diverted from the landfill. Carroll hopes to make this an annual event.

Energy & Transportation – Mark/Pat

Mark is developing a draft resolution for a Fleet electrification policy

Communication Committee – Liz

Committee has not met; nothing to report out

Water – Val/Patricia

Garden Tours – planning a virtual and in-person tour (date TBD); editing ‘waterwise’ workshop videos which will be posted

Drafting text for the six different turf examples for the demonstration garden at the Law & Justice building. The Water Committee developed the planting plan and schedule last year, that the City is implementing. Bushes have already been planted; subsequent plantings are scheduled.

Rain Barrell workshop on June 11 hosted by the Water Conservation District at the Fairgrounds – there is a \$50 cost to participate and build your own rain barrel. Capacity of 20-30 people. |

April window display in the GoodKind Building in coordination with the Water Quality Protection District. Committee coordinated with the WQPD to develop several large posters re: water conservation best practices.

Commented [3]: Diana - do you have a link you can add here?

9. Emerging Issues / Other Business

10. **Announcements** - none

11. **Public Testimony** - none

12. Agenda for Next Month's Meeting - Thursday, June 9, 2022

- Tiered Water rates and Outlook for the Water Supply this summer

- Retreat Agenda Items – Diana asked the Board to be thinking about specific sustainability policies the Board should be recommending the City adopt.
- Strategic Waste Reduction Plan Discussion

14. Adjourn

Diana thanked everyone and ended the meeting at 6:00 pm.