



Regular Meeting
of the
Energy City
Commission

Wednesday, December 6, 2017
8:30 a.m.
Elk River City Hall

AGENDA

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. CONSIDER AGENDA
4. CONSENT AGENDA

Considered to be routine and noncontroversial by the City Council and will be approved by one motion. There will be no separate discussion of these items unless a Councilmember, staff member, or citizen so requests, in which case the item will be removed from the consent agenda and considered under the regular agenda.

- 4.1 Minutes
 - August 16, 2017

5. GENERAL BUSINESS

- 5.1 Commission member update: new members and expiring term for Denny Chuba
- 5.2 Commission Meeting Calendar 2018
- 5.3 2018 Energy Efficiency Rebates
- 5.4 Electric Vehicle & Charging Equipment updates
- 5.5 Trash, Recycling and Organics fee changes for 2018
- 5.6 Solar Picnic Table update
- 5.7 Fall Clean Up Day recap: 520 participants, 33,927 lbs. of appliances/electronics, 29,060 lbs. of scrap metal and 21 tons of trash to GRE
- 5.8 City website and RecycleCoach app
- 5.9 Tom Bovitz Memorial Scholarship
- 5.10 "Climate Smart: Cities Working Together" film, Twin Cities Public Television

6. NEXT MEETING AGENDA ITEMS (February 21, 2018)

7. ANNOUNCEMENTS

- 7.1 Commissioner Updates

8. ADJOURNMENT

Meeting Protocol

- No sidebar discussions
- No interruptions
- State your concern
- Ensure you understand
- Don't take things personally
- Adhere to time limits
- Come prepared
- Ensure all are heard

This agenda is available in alternate formats upon a 72 hour advanced notice. Auxiliary aids and services are also available upon a 72 hour advanced notice. Please contact the City Clerk at 763. 635.1000 to make a request. Examples of alternate formats may include: large print, Braille, audio tape, etc. Examples of auxiliary aids may include a sign language interpreter, assistive listening device, etc.





**Meeting of the Elk River
Energy City Commission
Held at the Elk River City Hall
Wednesday, August 16, 2017**

Members Present: Chair Tom Sagstetter, Commissioners Jason Hoskins, Harley Hanson, Glenn Hauck, Jerry Olsen, Matt Herman and Asa Kingsbury

Members Absent: Vice Chair Denny Chuba and Trish Curtis

Staff Present: Amanda Bednar, Environmental Coordinator

1. Call Meeting to Order

Pursuant to due call and notice thereof, the meeting of the Elk River Energy City Commission was called to order by Sagstetter at 8:33 a.m.

2. Pledge of Allegiance

Sagstetter led the Pledge of Allegiance.

3. Consider Agenda

Sagstetter added 5.05 Oath of Office for new Commission member Kingsbury and members Olsen and Hoskins.

Moved by Herman and seconded by Hoskins to approve the August 16, 2017 Energy City Commission agenda with the addition of item 5.05.

4. Consider Consent Agenda

Moved by Herman and seconded by Hoskins to approve the consent agenda.

5.05 Oath of Office completed for Jason Hoskins, Jerry Olsen and Asa Kingsbury

5.1 Introduction of new member and Climate Smart Municipalities Intern

CSM Intern Jonas Scholz from Germany introduced himself to the group. He has been working with city staff on various topics including waste water treatment, stormwater management, city planning and energy city. He will be presenting a final report about his time here to the City Council this fall. He shared briefly about what he has learned about American culture and local government. Other members briefly introduced themselves as well for new Commission member Kingsbury.

5.2 Climate Smart Municipalities update

Amanda Bednar gave a brief overview of the CSM delegation trip to Germany in June along with 26 other delegates from Minnesota. The trip included visiting five cities and learning about energy infrastructure, renewable energy options, and changes to the industry and differences between Germany and the US in relation to energy. Elk River will be implementing a few programs and educational opportunities that were seen in Germany. The German delegation will visit Minnesota this fall and the partnership will continue in 2018.

5.3 University of St. Thomas final report regarding Energy City branding

Students from UST completed a report regarding branding in Elk River and knowledge related to the Energy City trademark. Their focus was how to help residents understand the designation, what it means and why it's important to Elk River. Their report found social media is very important especially for younger generations and is a good way to share information. Star News continues to be relevant and important for Elk River residents too. The group also discussed how local government isn't always obviously relevant to some citizens. The importance of going to schools was also discussed to get information to younger generations. The importance of SustainER was stressed by members as well. There are some issues with utilizing both Powered by Nature and Energy City as catch phrases and the report had strategies for pairing the two together. The Commission would like the findings to be presented to City Council as it provides an outside perspective for the city. The Commission supported the findings of the UST study including continuing to use social media, allowing residents to serve on the ECC, meeting with City Council annually and co-branding within the city. The report will be presented by city staff to Council soon.

5.4 Electric Vehicle Charging Station Update

Sagstetter informed the Commission that the EV charger was installed on June 4 and the ribbon cutting ceremony will be held on September 13. It is a level two charging station and charging rates range from \$1-\$2.50 per hour. The event will bring together ERMU partners including the Great Plants Institute, Fresh Energy and electric vehicles in the area. The event will also allow residents to sign up for test drives in electric vehicles. The new tag line "EV-ER Power Your Future" was discussed by the group. New marketing and signage will accompany the event to help promote EV options in Elk River. Fleet assessments continue for both ERMU and the City to determine options for EVs moving forward. Staff has spoken with the City of Saint Paul to get additional information as they have a large EV fleet. The charging station is also listed on various public websites and staff is working to have it added to additional sites for more publicity.

5.5 GreenStep SolSmart program

Staff asked for Commission direction regarding SolSmart, a program similar to GreenStep Cities focused specifically on solar programs at the city level. The Commission felt GreenSteps was a better overall sustainability program and did not feel SolSmart was beneficial recognition/program at this time.

5.6 Solar Picnic Table

The UST Senior Design class completed the solar powered picnic table and the city still needs funding for the construction of the table and installation of the system. Possible partnerships were discussed and funding options. Staff and Commission members will continue to work on this.

5.7 SustainER 2017-2018 plan and guidance for the group

The student group SustainER will begin meeting again in September and will be working to recruit new members. The goal is to make the group more appealing and attract interested students. The Commission suggested using the 10 Year Action Plan as an outline for determining possible projects or fieldtrips for the group. The group is hopeful that more students from ISD 728 will be interested this year. Possible projects include finalizing iMatter and presenting to City Council, native plant, waste and recycling, Arbor Day event and city park clean up event. The hope is for these students to lead initiatives, be creative and get involved in their community.

6. Next Meeting Agenda Items (November 15, 2018)

- 6.1 EV Information on charging and sign
- 6.2 Solar Picnic Table Update
- 6.3 SustainerER update
- 6.4 New member introduction Anne Anderson
- 6.5 Waste App Recycle Coach update

7. Announcements

7.1 The majority of the group will be attending the ERMU ribbon cutting ceremony for the EV charging station. Staff will issue a Notice of Quorum.

8. Adjournment

There being no further business, **motion by Herman to adjourn the meeting, seconded by Hauck.**

The meeting adjourned at 10:25 a.m.

Minutes prepared by Amanda Bednar.

Tina Allard, City Clerk

Tom Sagstetter, Chair
Energy City Commission



**State of Minnesota
County of Sherburne
City of Elk River**

OATH OF OFFICE

I, Paula Bernard, do solemnly swear to support the Constitution of the United States, the Constitution of the State of Minnesota, and to discharge faithfully the duties of Energy City Commissioner of the City of Elk River, Minnesota, to the best of my judgment and ability, so help me God.

Paula Bernard

Subscribed and sworn to before me this _____ day of _____, 2017.

Person Administering Oath (Chair/Notary)

2018

Advisory Board/Commission Meeting Calendar

January							April							July							October						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6	1	2	3	4	5	6	7	1	2	3	4	5	6	7		1	2	3	4	5	6
7	8	9	10	11	12	13	8	9	10	11	12	13	14	8	9	10	11	12	13	14	7	8	9	10	11	12	13
14	15	16	17	18	19	20	15	16	17	18	19	20	21	15	16	17	18	19	20	21	14	15	16	17	18	19	20
21	22	23	24	25	26	27	22	23	24	25	26	27	28	22	23	24	25	26	27	28	21	22	23	24	25	26	27
28	29	30	31				29	30						29	30	31					28	29	30	31			

PR Mtg changed to 10/17

February							May							August							November						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3			1	2	3	4	5				1	2	3	4					1	2	3
4	5	6	7	8	9	10	6	7	8	9	10	11	12	5	6	7	8	9	10	11	4	5	6	7	8	9	10
11	12	13	14	15	16	17	13	14	15	16	17	18	19	12	13	14	15	16	17	18	11	12	13	14	15	16	17
18	19	20	21	22	23	24	20	21	22	23	24	25	26	19	20	21	22	23	24	25	18	19	20	21	22	23	24
25	26	27	28				27	28	29	30	31			26	27	28	29	30	31		25	26	27	28	29	30	

Library Board mtg change to 11/14

March							June							September							December						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3						1	2							1							1
4	5	6	7	8	9	10	3	4	5	6	7	8	9	2	3	4	5	6	7	8	2	3	4	5	6	7	8
11	12	13	14	15	16	17	10	11	12	13	14	15	16	9	10	11	12	13	14	15	9	10	11	12	13	14	15
18	19	20	21	22	23	24	17	18	19	20	21	22	23	16	17	18	19	20	21	22	16	17	18	19	20	21	22
25	26	27	28	29	30	31	24	25	26	27	28	29	30	23	24	25	26	27	28	29	23	24	25	26	27	28	29
														30							30	31					

12/25 Planning Commission mtg changed to 12/18

NOTE: ALL DATES ARE SUBJECT TO CHANGE.

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| <ul style="list-style-type: none"> EDA (5:30 p.m.) and City Council (6:00 p.m. or immed following EDA) Energy City Commission - 8:30 a.m. Heritage Preservation Commission - 6:00 p.m. HRA (5:30 p.m.) and City Council (6:30 p.m.) Ice Arena Commission - 6:00 p.m. | <ul style="list-style-type: none"> Parks and Recreation Commission - 6:30 p.m. Planning Commission - 6:30 p.m. Library Board (5:30 p.m.) and Planning Commission (6:30 p.m.) Library Board (5:30 p.m.) Utilities Commission - 3:30 p.m. |
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Holidays

- | | |
|---|--|
| <ul style="list-style-type: none"> Jan 1 - New Year's Day Jan 15 - Martin Luther King Jr. Day Feb 19 - Presidents' Day May 28 - Memorial Day July 4 - Independence Day Sept 3 - Labor Day | <ul style="list-style-type: none"> Nov 11 - Veterans Day (city hall closed Nov. 12) Nov 22 - Thanksgiving Day Nov 23 - Day after Thanksgiving Dec 24 - Christmas Eve Dec 25 - Christmas Day |
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Library Board meets at the Elk River Library, 13020 Orono Parkway.
 Utilities Commission meets at Elk River Municipal Utilities, 13069 Orono Parkway
 Unless otherwise noted, all other meetings are held at Elk River City Hall, 13065 Orono Parkway

Elk River Residential Trash, Recycling and Organics - fee change 2018

	2017			2018				
	Rate	Tax	Total Bill	Garbage	Recycling	Garbage Tax	Total Bill	% Increase
Garbage Only:								
32 gal biweekly	7.85	0.77	8.62	4.64	4.00	0.45	9.09	5.47%
32 gal	9.87	0.96	10.83	6.86	4.00	0.67	11.53	6.40%
60 gal	13.25	1.29	14.54	11.21	4.00	1.09	16.30	12.09%
90 gal	18.34	1.79	20.13	17.04	4.00	1.66	22.70	12.79%
90+ gal	12.99	1.27	14.26	15.05		1.47	16.52	15.85%
Recycle only	3.47	0.34	3.81		4.00	0.00	4.00	5.03%

	2017				2018				
	Rate	Organics	Tax	Total Bill	Garbage	Recycling	Garbage Tax	Total Bill	% Increase
Garbage + Organics:									
32 gal biweekly	7.85	4.00	1.16	13.01	4.64	6.00	0.45	11.09	-14.75%
32 gal	9.87	4.00	1.35	15.22	6.86	6.00	0.67	13.53	-11.15%
60 gal	13.25	4.00	1.68	18.93	11.21	6.00	1.09	18.30	-3.34%
90 gal	18.34	4.00	2.18	24.52	17.04	6.00	1.66	24.70	0.75%



Scholarship Opportunity

Elk River Municipal Utilities (ERMU) is offering a scholarship award program in conjunction with Minnesota Municipal Utilities Association (MMUA). The scholarship is called the Tom Bovitz Memorial Scholarship Award and is open to high school seniors that are a customer or have a legal guardian that is a customer of ERMU.

Students are required to submit a 500 to 700 word essay on the topic of *"Municipal Utilities: Good For All of Us."* This is a unique scholarship with potentially two chances to win. The winning student will be awarded a \$500 scholarship from ERMU, and then their essay will be forwarded on to MMUA judges for a chance to win an additional \$500, \$1,000, \$1,500, or \$2,000 through their scholarship program. Judges will look particularly for originality and the relevance of the theme to the writer and Elk River Municipal Utilities. For more information on the scholarship program, please visit our website at www.elkrivertilities.com. Submissions are due by March 30, 2018. We look forward to seeing your creative essays.