



Minutes of the  
Environmental Affairs Advisory Board Meeting  
Wednesday, November 4, 2015  
Lake House 6:30 P.M.

Chair Larson called the meeting to order at 6:30 p.m.

I. Roll Call & Quorum

**Present:** Randy Bowling, Erica Larson, Robert Haas, Amy Nasr, Ray Nowak, Christine Raymond, Melinda Rutledge, and Mike Sweeney, citizen members.

Mike McCormick (Applied Specialties), Lisa Spencer (Lubrizol) Scott Cameron (NRG), and Tom Sulzer (PolyOne), industry members.

**Also in attendance:** Brad Hutcherson, resident, Council Representative John Shondel, and Public Works Director Joe Reitz.

**Absent:** Rita George, citizen member and Matt Mesaros (Ford) industry member.

II. Unfinished Business

a. **Meeting Minutes**

**Excused Absence Review:** Mr. Sulzer made a motion to excuse the absences of Board members for the months of June, September, and October 2015. The motion was seconded by Mrs. Raymond.

*Discussion* – In response to Vice Chair Sweeney, Chair Larson stated that she spoke with Matt Mesaros of Ford and he hasn't found a replacement for his position on this Board.

Chair Larson reminded the Board that the purpose of the excuse absence review is according to Article IV Section 6 of the EAAB By-Laws which states, "The EAAB may recommend by majority vote to the Environmental Committee for recommendation to and action by Council for the removal of a member of the board for absence without justifiable excuse for three consecutive meetings of the EAAB."

Chair Larson restated the question to excuse the absences for June, September, and October meetings and asked for those in favor of the motion to respond in the affirmative or those in opposition to the motion to respond in the negative. All Board members voted yes. Motion passed.



## Environmental Affairs Advisory Board Minutes – November 4, 2015

**Approval of Minutes:** Vice Chair Sweeney made a motion to approve the meeting minutes from the months of June, September, and October 2015. The motion was seconded by Mr. Nowak.

Chair Larson restated the question to approve the meeting minutes for June, September, and October meetings and asked for those in favor of the motion to respond in the affirmative or those in opposition to the motion to respond in the negative. All Board members voted yes. Motion passed.

### **b. Budget 2015**

Chair Larson reported that the budget for 2015 was believed to be \$1,600; however, she learned that City Council approved only \$1,040. There is a balance of approximately \$500 available. Based on that balance, Chair Larson recommended the following items be purchased: a banner stand display in the amount of \$350, new business cards in the amount of \$75, and four garden tool kits to be used as giveaways in the EAAB sponsorship with the Community Garden workshop on February 15, 2016 in the amount of \$60.08.

**Motion:** Ms. Rutledge made a motion to approve the purchase of a banner stand display in the amount of \$350, business cards up to an amount of \$75, and four three-piece garden tool kits in the amount of \$60.08. The motion was seconded by Mr. Sulzer.

*Discussion:* Vice Chair Sweeney inquired about banner stand and the company where it would be purchased. Chair Larson reported that she received the quote from a company she has worked with through her profession. It is a well-made, four-season banner which will withstand all weather conditions.

Chair Larson restated the question to approve the purchases and asked for those in favor of the motion to respond in the affirmative or those in opposition to the motion to respond in the negative. All Board members voted yes. Motion passed.

### III. Reports from Committees/Groups

#### **a. City Council and the Environmental Committee**

Mr. Shondel reported that the Environmental Committee has been focused on the deer management program, which is a 10 year program. The second part of the program is the annual application for tags for sharp shooters under the terms of herd reduction. The third part is a year-end report which will be issued at the end of the first quarter of 2016. The program will be conducted on city owned property. This year, Walker Road Park, which is co-owned with the City of Bay Village, and some parcels of private property located within the Kopf Reservation will be additional sites. All costs associated with the program at Walker Road Park will be jointly shared with the City of Bay Village.



If a resident has active deer damage, they are instructed to call Randy White, the Lorain County Wildlife Officer. He will inspect the property and if he determines there is deer damage, he will issue tags. This year, he has issued 38 tags and the City has taken 33 deer.

#### **b. City Administration**

Public Works Director Reitz reported that the City will seek environmental grants focused on the Lake Erie shoreline and the Powdermaker ditch for the water quality, pollution control, and coast stabilization. All companies must submit their quotes by the end of the year.

#### **c. Industry Updates**

Applied Specialties – Chair Larson introduced Mr. McCormick as the new representative for Applied Specialties.

NRG – Mr. Cameron reported that NRG submitted plans for an expansion at the facility and will seek the approval from the Planning Commission at their November 10<sup>th</sup> meeting. On October 24<sup>th</sup>, NRG participated in the cleanup of Powdermaker ditch along with National Honor Society students from various schools.

#### **d. Research/Investigate Groups**

- PIPE – No report.
- Health Study – Mr. Nowak reported that this group will use the outline they created on deer ticks for a brochure.
- Energy Efficiency – No report.

### IV. New Business

#### **a. Waste & Recycling**

Chair Larson reported that with Eric Gerhke's departure, there is no chair for this Committee. In response, Ms. Rutledge volunteered to be the chair.

#### **b. Research/Investigative Group Placements**

Chair Larson distributed the current list of working group members and asked if any member wishes to move to another group. In response, Mr. McCormick requested to be moved from Energy Efficiency to Waste & Recycling.



### **c. Assignments**

Chair Larson stated that all groups have been assigned to create a brochure relative to their group on a topic they would like to educate the community about this year. She distributed instructions for the brochure content along with deadlines for each group. The goal is to have all brochures completed by spring.

### **d. 2016 Budget Update**

Chair Larson reported that she submitted a proposed budget to City Council. A copy of the proposed budget was distributed to the Board.

Vice Chair Sweeney stated he would like to see the Board receive several quotes before considering which vendor to use.

### **e. New Logo**

Chair Larson stated her views for a new logo and distributed an idea for the Board's review and input.

**Motion:** Mr. Sulzer made a motion to adopt an updated logo. The motion was seconded by Ms. Rutledge.

*Discussion:* Mrs. Raymond asked what the process will be in updating a new logo. In response, Chair Larson stated she has the technical ability to create whatever the Board decides.

Ms. Spencer inquired what is wrong with the current logo that doesn't seem so polished. In response, Chair Larson stated that digital images are not in jpeg format and therefore, if it is enlarged, it will be pixelated. Also, the words are skewed and not centered.

Ms. Spencer stated that the basic idea of the winning logo could be used and fixed to have a more professional look while keeping the essence of it.

Mrs. Raymond stated that by improving the graphics and colors would be an easier transition.

After further discussions and ideas were vetted, Chair Larson will work on updating the current logo.

Chair Larson restated the question on the approval of an updated logo and asked for those in favor of the motion to respond in the affirmative or those in opposition to the motion to respond in the negative. All Board members voted yes. Motion passed.



**f. Poster Contest**

Chair Larson reported that at the conclusion of the meeting, the Board will judge the poster contest.

**Guest Speaker**

Dale Cracas, Board member of the Avon Lake Community Garden, conducted a slide show presentation on the Community Garden and spoke on the sponsorship with EAAB and the Community Garden.

Meeting adjourned at 7:51 p.m.

Respectfully yours,

Valerie E. Rosmarin, Clerk