



**Minutes of the
Environmental Affairs Advisory Board Meeting
February 5, 2025
The Lake House, 32756 Lake Road**

The Environmental Affairs Advisory Board (EAAB) meeting was called to order at 6:31 p.m. with Chair Witt presiding.

Present: Chair Malachi Witt; Citizen Members Rita George, Kayla Goodwin (6:45), Terry Robison, and Terry Wyrock; Industry Member and Vice-Chair Mike McCormick (Applied Specialties, LLC); Industry Member Ron Spears (Lubrizol Corp.); and Ward-1 Councilman Rob Shahmir.

Also Present: Resident William Zimmerman.

Absent: Citizen Members Sam Naumann, Amy Oliver, and Marty Patton; Industry Members Michelle Hall (Ford Motor Company), Tom Sulzer (Avient™), and David Messinger (Vestolit).

INDUSTRY MEMBER UPDATES

Applied Specialties, LLC

Vice-Chair McCormick reported that Applied Specialties is still in transition with its parent company conveying upcoming changes.

UNFINISHED BUSINESS

Recycling Bin Coordination with Public Works Director Jon Liskovec

Chair Witt reported outcomes of a meeting with Public Works (PW) Director Liskovec.

- Currently no recycling contract; a past contract had recycling point collection
- Discussed the option of a pilot-type program to adopt one or more park(s)
 - Permanent trash/recycling stations to prevent theft of trash cans
 - Possible educational component built into the site
 - Necessity of having critter-proof containers
- Compliance is low when out in the public but high at home
- If recycling bins contain garbage, who would do the sorting
- After researching other cities, copy successful recycling program
- Model either Cleveland Metroparks' or Lorain County Metroparks' program

Action: Mr. Wyrock will contact the head of Lorain County Metroparks, Jim Ziemnik,

to find out about their recycling program.

Mr. Robison shared his experiences contacting a company that does cardboard/paper recycling bins and the Huntington Reservation, part of the Cleveland Metroparks.

- Companies make money recycling cardboard/paper and reinvest in the purchase of LED lights, timers for switches, and things like that.
- Metroparks' bins get contaminated, and volunteers sort the recycle bins.

Kayla Goodwin arrived, bringing the Member count to seven¹. Chair Witt continued the meeting assuming a quorum was present, and there was no objection.

APPROVAL OF MINUTES

The minutes of the December 4, 2024, and January 8, 2025, EAAB meetings were approved as prepared and published.

UNFINISHED BUSINESS, CONTINUED

Action: Councilman Shahmir requested a writeup of the requirement and strategy for use as it pertains to the Google Workspace subscription.

Communication, Environmental, and Recreational Programming (CERP) Committee Meeting Recap

Councilman Shahmir reported on the HZW presentation given at the CERP Committee meeting held on Monday, January 27.

- He requested the closure report and is still waiting to receive it.
- He requested iso-concentration maps of groundwater and any constituents from the first day until today.
- The closure delay is blamed on elevated constituents in the groundwater.
- PW Director Liskovec is to provide him with data and a plan for its closure.

Councilman Shahmir reported that he raised the topic of Green Mobility, Integrated Parks, and a Recreation Master Plan at the CERP Committee meeting.

- He met with Amy Oliver a few weeks ago to discuss integration, what it could look like, and ultimately proposing the idea to PW Director Liskovec and the Recreation Department to come up with a Master Plan.

Councilman Shahmir reported the status of the Avon Lake City School Foundation (ALCSF) Green Scholarship Initiative.

- Within the next month, the plan is to have several project concepts that students can select from and develop proposals to present to a committee of five people (two EAAB Members, two ALCSF Members, and Councilman Shahmir) for review and selection.

¹ [Chapter 274.02](#), *Membership; Terms of Office; Compensation*, states that *the Board shall consist of 14 members*. There are currently 13 Board Members, so another appointed member is needed.

- The goal is to have three years of projects that are worthy of being published and presented at a State or National Conference by the students.
- Approximately \$4,000 is added to the program annually, \$750 from EAAB and the rest from Councilman Shahmir.
- Submit project ideas to Councilman Shahmir.
- The selection criteria require honing within the next few months.
- The hope is to select the first scholarship recipient(s) by summer, so the student(s) can begin and include any fieldwork necessary.
- EAAB and ALCSF Members will mentor students.

Councilman Shahmir reported residents' situations and concerns that arose from the most recent Avon Lake Power Plant Demolition.

- He will present details of some reported issues at the next CERP meeting.
- He referenced the old Miller Road dump/landfill site and an old City document that delineated its location.

NEW BUSINESS

2025 Strategic Plan

Chair Witt presented his proposed EAAB Strategic Plan² and read aloud the Mission Statement, Vision Statement, and Core Values. He then read and elaborated on Strategic Goals and Objectives and suggested the possibility of rebranding/renaming.

- Councilman Shahmir reiterated the purpose of EAAB, to advise the CERP Committee and ultimately Council on environmental issues.
 - Chair Witt emphasized that this was only a proposal and encouraged discussion and comments to make it whatever the Board wants.

Chair Witt continued reading and highlighting Strategic Plan Objectives.

- There was a brief discussion about expanding membership, working committees, qualifications, and filling EAAB vacancies.
- Councilman Shahmir encouraged comments and feedback from the group to assist Chair Witt with editing his proposed Plan.

Chair Witt concluded by reading and highlighting Key Performance Indicators (KPIs), Timeline, Budget Overview, and Conclusion.

2025 EAAB Budget Approval

Chair Witt presented a proposed budget and identified the differences from 2024 as well as updates to be added in 2025.

- Councilman Shahmir suggested editing the \$750 ALCS line item to include *Program for Juniors, Seniors, or Teams*.
- There were discussions about Environmentally Speaking/Workshops/Speakers,

² Included in the EAAB Member agenda pack.

Promotional Materials, getting the EAAB box back from City Hall, having marketing materials at events, Board Members taking initiative on items, if rebranding should be considered, and possibly having a marketing meeting.

Councilman Shahmir excused himself and left the meeting.

- Mr. Robison suggested editing the Tree Commission line item to include *Support for Arbor Day Recognition Event*.

Motion: Chair Witt moved to approve the EAAB 2025 Budget with the agreed-upon edits. The motion was seconded and passed unanimously.

Creation of EAAB Policy

Chair Witt encouraged input on possible policy items that are not reflected in the existing EAAB Codified Ordinance or bylaws that he can use to compile a draft.

- Vice-Chair McCormick suggested including a copy of the EAAB Codified Ordinance Chapter 274 presented at the next meeting.
- Ms. George suggested including the bylaws³ as well.

Unanimous Consent - Robert's Rules of Order

Chair Witt shared what he recently learned about using unanimous consent.

Purchase Google GSuite Service (2 Accounts)

Chair Witt reported on the status of having a Google GSuite subscription.

Motion: Chair Witt moved to approve purchasing a Google Workspace account and utilizing EAAB funds for digital resources for the planned budget, pending legal review. The motion was seconded and passed unanimously.

The meeting was adjourned at 7:48 p.m.

Submitted by Ramona Boggins, Deputy Clerk of Council

³ EAAB bylaws were included as an additional attachment to the agenda pack and emailed to Members on December 3, 2024, for the December EAAB meeting.