

1. 1. Environmental Commission Agenda

Documents:

[AGENDA.PDF](#)

2. 2A. 9-27-2021 ENV Minutes

Documents:

[2. 021-09-27 ENV MEETING MINUTES.PDF](#)

3. 3A. Update On Downtown Tree Inventory

Documents:

[3A. MEMO - UPDATE ON DOWNTOWN TREE MASTER PLAN.PDF](#)

A. 3B. Plan To Distribute Donated Light Bulbs

Documents:

[3B. MEMO - PLAN TO DISTRIBUTE DONATED LED BULBS.PDF](#)

B. 3C. Memo Re Debrief On Joint Committee Meeting With Council

Documents:

[3C. MEMO - DEBRIEF OF JOINT MEETING WITH COUNCIL AND 2022  
WORK PLAN.PDF](#)

C. 3C. Attachment -- 2021 ENV Commission Work Plan

Documents:

[3C. ATTACHMENT 2021 ENVIRONMENTAL COMMISSION WORK PLA1.PDF](#)

D. 3D. Potential Joint Meeting With Nfld ENV Quality Commission

Documents:

[3D. MEMO - POTENTIAL JOINT MEETING WITH NORTHFIELD  
ENVIRONMENTAL QUALITY COMMISSION.PDF](#)



## ENVIRONMENTAL COMMISSION AGENDA

**MONDAY, OCTOBER 25, 2021**

**6:00 PM**

The Environmental Commission will meet in the Public Meeting Room on the first floor of City Hall, 208 NW 1<sup>st</sup> Avenue, Faribault, MN.

1. Call to Order
2. Approve September 27, 2021 Minutes
3. Items for Discussion
  - A. Update on the Downtown Tree Inventory
  - B. Plan to Distribute Donated LED Bulbs
  - C. Debrief of October 19 Work Session with the City Council and Preliminary Discussion of 2022 Environmental Commission Work Plan
  - D. Potential Joint Meeting with Northfield's Environmental Quality Commission
4. Routine Business
  - A. Announcements and Updates
    - i. Past and Upcoming GreenStep Cities Webinars
    - ii. Other
  - B. Agenda Items for November 22, 2021 Meeting (no memo)
5. Adjourn

---

Please contact the Department of Community and Economic Development at 507-334-0100 if you need special accommodations to participate in this meeting.



## ENVIRONMENTAL COMMISSION MEETING MINUTES

MONDAY, SEPTEMBER 27, 2021

6:00 PM

### 1. Call to Order / Roll Call

Chair Steinkamp called the meeting to order at 6:04.

Chair Steinkamp asked for Roll Call: Commissioner Behrens, Commissioner Diessner, Commissioner Wasilowski and Chair Steinkamp.

Absent: Commissioner Huston, Commissioner Nesvold, and Commissioner Garcia

### 2. Approve June 28, 2021 Minutes.

Commissioner Wasilowski noted that there was a duplication on recording that Commissioner Garcia was not present for the roll call.

A motion was made by Commissioner Behrens and seconded by Commissioner Wasilowski to approve the July 26, 2021 meeting minutes with one correction to the duplication mention of Commissioner Garcia arriving as pointed out by Commissioner Wasilowski.

Motion unanimously passed.

### 3. Items for Discussion

#### A. Annual MS4 Permit Public Hearing

Mark DuChene, Director of Engineering, presented the MS4 Annual Permit Public Hearing. DuChene provided an overview of the City's Municipal Separate Storm Sewer System's efforts and will solicit feedback from the Environmental Commission and any members of the public.

The public hearing is a requirement of the permit. There are three storm water permits that the city has. We are in charge of enforcing this. We are a Phase II permit with the MPCA. This started in 1999 but after the issuance process it took until 2005. We are required to adopt a code of ordinances that are as stringent as the state's permit. Most adopt the state's general permit. Wetland Storm Water Pollution Prevention Plan. Permits are issued on a five years' timeline. Public Notice went out on September 7<sup>th</sup> and the notice period is over on October 7<sup>th</sup> and so if anyone wants to provide comments they need to go to the MPCA website. Then we can be issued our new permit and we have 12 months to become in compliance and/or update the ordinances. DuChene is hoping to

broaden the language in the ordinances to refer back to the state. We would be pulling a lot of the permit requirements out of our ordinances to make the document more flexible. We will be putting together a developers guide and it will reference that it must meet state permit requirements. The intention is to make it more of a one-stop-shop for developers/home builders rather than to go through the code of ordinances. The goal is to put it in one nice sequential document together for them to follow. There are six MCM requirements 1) Public Education and Outreach – the city partners with the watershed and also provides some funds to run some programs; the City also provides funds to the Riverbend Nature Center several times a year for schools to visit; 2) Public Information and Involvement – we need to post a public hearing to provide an opportunity for public comment. We also had a table at the Rice County Fair for feedback and the River Partnership did a survey of six questions that offered both positive and negative feedback. Discussed how street sweeping has an environmental aspect. Talked about pet waste and washing your car in your driveway. 3) Illicit Discharge and Elimination – an example would be someone seeing a neighbor blow grass in street – the City does investigate complaints. 4) Construction Site Stormwater Run-Off Control – there are anywhere from 20 to 100 active sites per year; some go for more than one year. 5) Post Construction Stormwater Management – ponding, rain garden, basin, those types. 6) Pollution Prevention/Good Housekeeping for Municipal Operations – areas get inspected annually. June 30<sup>th</sup> of every year the annual report is ready to the MPCA.

Some discussion took place regarding approved stormwater systems involving prior and new development. Commissioner Behrens had some questions on this subject.

Wanberg stated that there is a joint meeting set up on October 19<sup>th</sup> with the Environmental Commission and the Council. Wanberg asked DuChene what the Environmental Commission could do to assist in complying with the MS4. Wanberg suggested that a good topic of discussion for that meeting might be the shoreland overlay. The City is not in full compliance with the full buffers eq. North Alexander Park. The City has tried but the Council received so many complaints that they made the buffer smaller. Is this a fair discussion regarding the MS4 and was wondering if we could meet our rules on City property. DuChene agreed. Wanberg asked if it has the support of the MS4 standpoint? DuChene said that the City adopted the buffer and setback requirements but they are not covered by the MS4 but by the Wetland Conservation Act. Filter strips and buffer strips can go towards meeting those water quality standards. These will be in the developers guide - shoreland, wetland or stormwater. Wanberg then brought up pet waste by the viaduct. DuChene stated that Peanasky has made available pet waste deposits around the parks and trails but not in that area yet. DuChene stated that he's not aware of any state law requiring buffers. Wanberg stated that it's a model ordinance from the DNR.

## **B. Overview of Tree Preservation, Replacement, and Regeneration**

Sarah Shapiro, the City of Faribault's GreenCorps member began her presentation of a recommendation to tree preservation, replacement and regeneration. She went into the heat island effect wherein it is a lot hotter on large areas of impervious surface and that

there are various other values of trees. Shapiro went into talking about getting a tree inventory done. They will be looking at the Downtown District to start off with. She asked for volunteers for working on obtaining the tree inventory. She intends to document tree location, species, size, condition, and position i.e. sidewalk, etc. Commissioner Wasilowski asked about identifying male and female trees. He mentioned that his wife is severely allergic because of the tree pollen and it would be nice to identify and track that. Shapiro went on to state that over the next few weeks to begin collecting this information. They discussed GPS and how we do have a way to document this through GPS. She discussed the next phase for city-wide and would encourage property owners to identify trees on their property. I-Tree is a program that we could input information to find out what carbon is stored and money savings. We'd strive to keep our inventory updated every 5 to 10 years and to create a tree ordinance in Faribault. Commissioner Diessner and Chair Steinkamp agreed to assist in this collection of data. Commissioner Behrens said that the Utility Department has a GPS.

A motion was made by Diessner seconded by Wasilowski to recommend approval of Sarah Shapiro to proceed with the tree inventory as presented. The motion passed unanimously.

Commissioner Wasilowski stated that he has a prior obligation to attend to and needed to leave the meeting at 7:05 p.m.

Since there is no quorum, the meeting ended.

**C.** Prepare for October 19 Work Session with the City Council

#### **4. Routine Business**

**A.** Announcements and Updates: Youth on Boards

**B.** Agenda items for October 25, 2021 meeting.

#### **5. Adjourn**

A motion was made by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_ to adjourn at \_\_\_\_\_ pm

Motion carried on a \_\_\_\_\_ vote.

Respectfully submitted,

Dated: September 27, 2021

By: \_\_\_\_\_  
Kari Casper, Recording Secretary



## Environmental Commission Memorandum

**TO:** Environmental Commission  
**THROUGH:** Deanna Kuennen, Community & Economic Development Director  
**FROM:** David Wanberg, City Planner  
**MEETING DATE:** October 25, 2021  
**SUBJECT:** Update on Downtown Tree Master Plan

---

### **Background:**

Sarah Shapiro, Minnesota GreenCorps member, with help from Environmental Commission members, has substantially completed an inventory of trees in Faribault's downtown. Sarah will share with the Commission a PowerPoint presentation of her work to date.

Sarah is also working on a Downtown Tree Master Plan. The Plan will have five sections:

1. **Introduction.** This section will describe the purpose and the use of the Plan. It will also discuss the relationship between the Downtown Tree Master Plan and the Journey to 2040 Downtown Master Plan.
2. **Issues and Opportunities.** This section will highlight the key issues with trees in Faribault's downtown. For example, it will discuss concerns with the Emerald Ash Borer, harsh growing environments, the need to balance greenspace with parking, circulation, buildings, etc. This section will also highlight the opportunities that trees bring to the downtown.
3. **Vision, Goals, Objectives, Strategies.** This section will build on the vision, goals, objectives, and strategies of the Journey to 2040 Downtown Master Plan related to trees.
4. **Plan.** This section will present a plan to replace ash trees and increase the tree canopy downtown.

5. **Implementation.** This section will focus on priorities and procedures to implement the plan.

The Plan will also have appendices that include the tree inventory maps by block and the tree planting plans by block. Sarah anticipates sharing a draft of the Master Plan with the Environmental Commission at its November meeting.

**Requested Action:**

Provide feedback on the inventory work completed to date.

**Attachments:**

- None



## Environmental Commission Memorandum

**TO:** Environmental Commission  
**THROUGH:** Deanna Kuennen, Community & Economic Development Director  
**FROM:** David Wanberg, City Planner  
**MEETING DATE:** October 25, 2021  
**SUBJECT:** Plan to Distribute Donated LED Bulbs

---

### Background:

The City of Faribault is a participant in the Partners in Energy program through Xcel Energy. The program supported the City's development and implementation of its Energy Action Plan. And it continues to support the City's efforts to promote energy efficiency and clean and renewable forms of energy.

Xcel Energy recently asked the City if it would like free LED bulb kits that the City could distribute to community members. Based on City Staff's direction, Xcel Energy delivered 150 kits to the City. Xcel Energy stated that they would offer additional kits to the City next year as well.

The kits include a variety of LED bulbs and a reusable bag (see the photographs below).



## Purpose of the Kits

Xcel Energy provided the kits to City with no requirements or expectations. However, the kits offer the opportunity to promote a shift from incandescent and fluorescent bulbs to LED bulbs. The kits can also provide an opportunity to encourage residents to sign up for Home Energy Squad visits. The City could distribute the kits to participants in programs or meetings related to energy issues and opportunities. Or, the City could prepare brochures with specific information on how to save energy in Faribault. For example, the City could include case studies of Faribault residents who had Home Energy Squad visits. The kit could include information on who to contact for a Home Energy Squad visit.

## Distribution of the Kits

Preliminary ideas for distributing the free LED bulb kits include the following:

- 1. Board and Commission Members.** Distribute the kits to the members of the City's boards and commissions as gift for their service to the City.
- 2. Electric Vehicle Ride and Drive Event.** Distribute the kits to participants in the City's Electric Vehicle Ride and Drive event scheduled for the spring or summer of 2022.
- 3. Rental Licensing Program.** Distribute the kits to participants in the City's annual rental licensing programs for owners of residential rental properties. The City's rental licensing inspector could also distribute the kits to rental property owners when he conducts his rental inspections.
- 4. Night to Unite.** Distribute the kits to participants in annual Night to Unite events.
- 5. Special Events like Pollinator Events.** Distribute the kits to participants in special events like a pollinator event or an Earth Day celebration.
- 6. Meetings in a Box Events.** Distribute the kits to facilitators of "Meetings in a Box" events. For example, congregations could hold "Congregations Caring for Creation" events that use "Meetings in a Box" kits to facilitate discussions among congregants to promote energy efficiency opportunities. The meeting facilitators could distribute the kits to meeting participants.

The Environmental Commission should identify preferred opportunities to distribute the kits.

**Requested Action:**

- Provide City Staff with a recommendation on how to distribute the free LED bulb kits.
- Provide City Staff with a recommendation on additional information that City could add to the kits (for example, how to sign up for a Home Energy Squad visit).

**Attachments:**

- None



## Environmental Commission Memorandum

**TO:** Environmental Commission

**THROUGH:** Deanna Kuennen, Community & Economic Development Director

**FROM:** David Wanberg, City Planner

**MEETING DATE:** October 25, 2021

**SUBJECT:** Debrief of October 19 Work Session with the City Council and Preliminary Discussion of 2022 Environmental Commission Work Plan

---

### Background:

On behalf of the City Council, thank you to the Environmental Commission members who participated in the October 19 work session with the City Council. The Council is grateful for the Commission's work to date and appears to support the Commission's upcoming work.

Chair Steinkamp will facilitate a discussion with the Commission regarding developing the Commission's 2022 work plan. The Commission should consider Sarah Shapiro's (Minnesota GreenCorps member) role in helping the Environmental Commission's efforts. Sarah's approved work plan through the Minnesota GreenCorps program focuses on reducing air pollutants. Specifically, Sarah will be working with the City on the following:

1. Promote Home Energy Squad visits in the City's manufactured home communities;
2. Promote energy efficiency efforts in multi-family developments and the City's residential rental properties;
3. Promote the transition of the City's fleet to electric vehicles – also promote electric vehicles and charging station infrastructure throughout the community; and
4. Promote tree preservation, replacement, and enhancements.

Sarah and the Commission may find synergy in working together on the above tasks. However, the Commission could also build on Sarah's work. For example, the Commission could supplement Sarah's tree work by working on related pollinator and natural landscaping efforts.

**Requested Action:**

- Provide initial input on the Commission's 2022 work plan.

**Attachments:**

- 2021 Work Plan

# 2021 ENVIRONMENTAL COMMISSION WORK PLAN

The following outlines actions the Environmental Commission could take in 2021. The Environmental Commission will coordinate with the City Council to refine and prioritize the actions.

- 1. Promote Public Awareness and Understanding of Environmental Issues and Opportunities.** Possible actions by the Environmental Commission include the following:
  - A. Coordinate with others to help organize and/or promote environmental events, such as Earth Day events and pollinator seminars.
  - B. Publicize environmental issues and opportunities through various means, including the City's website, utility bill inserts, articles in the Buckham Bulletin, and webinars.
  - C. Encourage broad participation in environmental issues by coordinating with youth and others who are underrepresented in the City's environmental issues. Coordinate with other cities in southeast Minnesota to engage typically underrepresented groups in environmental planning.
  - D. Coordinate with others to help organize and/or promote community service efforts related to the environment, such as control of noxious weeds and trash clean-up.
  
- 2. Recommend Ordinance Amendments related to the Environment.** Suggested ordinance amendments include the following:
  - A. Recommend amendments to the natural landscaping and yard maintenance ordinances.
  - B. Recommend a tree preservation and replacement ordinance.
  - C. Prepare other ordinance amendments as directed by the City Council.
  
- 3. Review and Recommend Approval of Plans related to the Environment.**
  - A. Recommend approval of Faribault's Climate Adaptation Plan.
  - B. Provide direction on environmental strategies related to Journey to 2040 plans.
  - C. Prepare a proposal to update the City's Natural Resources Plan in 2022.
  - D. Review and provide comments on environmental reviews (EAWs and AUARs) if the need arises.
  
- 4. Review City progress on GreenStep Cities and Xcel's Partners in Energy Program and implement actions as feasible.**



## Environmental Commission Memorandum

**TO:** Environmental Commission

**THROUGH:** Deanna Kuennen, Community & Economic Development Director

**FROM:** David Wanberg, City Planner

**MEETING DATE:** October 25, 2021

**SUBJECT:** Potential Joint Meeting with Northfield's Environmental Quality Commission

---

### **Background:**

Members of Northfield's Environmental Quality Commission and Faribault's Environmental Commission have informally discussed the possibility of the two commissions holding an annual joint meeting. Northfield Staff and Faribault Staff have coordinated several environmental planning efforts in the past, and we will continue to coordinate our efforts in the future. Therefore, it may be beneficial for the commissions to coordinate as well. Joint meetings would allow the commissions to gain insight from each community's environmental efforts. But the joint meeting would also allow the two commissions to work together on shared Earth Day events, for example.

### **Requested Action:**

Provide direction on whether the Commission is interested in holding a joint work session with the Northfield Environmental Quality Commission.

### **Attachments:**

- None