



# CITY OF WEST ST. PAUL

1616 HUMBOLDT AVENUE, WEST ST. PAUL, MN 55118

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ENVIRONMENTAL COMMITTEE MEETING  
MARCH 1, 2023 AT 6:00PM  
CITY COUNCIL CHAMBERS

1. Call To Order

2. Roll Call

3. Citizen Comments

4. New Business

4.A. Approve February 1, 2023 Minutes

Documents:

[020123.PDF](#)

4.B. Garlough World Fair And Dance

5. Old Business

5.A. Core Values Discussion

Documents:

[ENVIRONMENTAL COMMITTEE VALUES.PDF](#)

5.B. Heritage Middle School Community Garden

5.C. Arbor Day Planning

6. Updates

6.A. Subcommittee

6.A.1. Greenstep Cities Review

Documents:

[STEP 4\\_5 WORKSHEET 2022.PDF](#)

6.B. City Council

6.C. Staff

6.D. Planning Commission

6.E. Park & Recreation Committee

7. Other

8. Adjourn

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*If you need an accommodation to participate in the meeting, please contact the ADA Coordinator at  
651-552-4100, TDD 651-322-2323 at least 5 business days prior to the meeting  
[www.wspmn.gov](http://www.wspmn.gov) EOE/AA*

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**West St. Paul Environmental Committee  
Meeting Minutes  
6:30 pm, February 1, 2023  
West St. Paul Municipal Center- City Council Chambers**

**1. Call to order**

The meeting was called to order at 6:30 pm.

**2. Roll Call**

Committee members in attendance: Chair Jade Pennig, Nicholas Hager, Connie LaCombe, Ken Paulman, Joshua Przybylski, Laura Zanmiller

Non-voting members in attendance: Robyn Gulley, Dave Schletty, Emily Vergin

**3. Citizen Comments-NA**

**4. New Business**

**a. Approve November 2, 2022 Minutes**

The November 2, 2022 minutes were approved by the Committee.

**b. Committee Bylaws and Officer Elections**

The Bylaws were approved with the following amendments:

- Number of committee members to be changed from 7 members to 9 members;
- Maximum number of member in subcommittee to be updated appropriately.

Jade Pennig and Laura Zanmiller were voted in as Chair and Vice Chair of the Committee.

Schletty reported that Przybylski, Zanmiller and Pearson were approved by Council for next term. There is one vacancy on the Committee. The Council would like to focus on more representation from Wards I and II. Gulley added that council would like more representation from residents that live in apartments/different housing.

**c. Heritage Middle School Community Garden**

Brianna Hayward, STEM specialist coordinator and science teacher at Heritage Middle School spoke before the Committee. A foundation has granted the school \$10,000 to establish a community garden. The donor would like students (especially apartment dwellers) and the community to get involved with the school through the garden. Hayward is also writing another grant for Whole Foods Kids; she needs a community partner for the grant and would like the City of West St. Paul to be that partner.

**d. Environmental Explorers Fair**

Hager relayed that a Garlough School representative asked a former committee chair if they would like to participate in the Garlough Environmental Elementary Explorers Fair. Pennig said that the Committee used to be involved in the event pre-pandemic. Schletty elaborated; Garlough School holds an environmental explorers' fair every spring. Each classroom puts on its own environmentally themed [exhibit]. The exhibit is either a craft or an activity. Some classrooms have animals. The fair is open to school members and the community. The city got involved to promote its own Arbor Day celebration. Recently the city geared the Arbor Day celebration toward the Explore West St. Paul Days event. Schletty said the city could revert to the Garlough event. Hager said that he would contact the school to see what kind of involvement they would like from the city.

**5. Old Business**

**a. Arbor Day Planning**

Przybylski reported that Pearson has done most of the "legwork" for the planning. A truck in the parade will carry the Arbor Day tree. Some committee members will ride in the truck as well as bike alongside it. They will hand out goodies and so forth. They will plant the tree after they arrive at the park. There will be a

booth set up for the committee. Dodge Nature Center is participating in the event and taking the lead on the Migratory Bird Day component. One Ten Cycles will be at the event and they will have e-bikes. An organization called Compassionate Action for Animals, whose mission is to move people toward a plant based diet, is interested tentatively in the event. The Recycling Coordinator may have a booth at the event. An outreach has been done to hardware stores, especially ones that sell electric lawn movers and snow blowers. June 10 is the date for the event and Przybylski will need volunteers for extra planning and for the actual day of the event.

**b. Core Values Discussion**

Paulman volunteered to clean up the language of the core values for next month's meeting.

**6. Updates**

**a. Subcommittee**

- i. **Zoning Code Amendments-Continued Discussion-NA.**
- ii. **GreenSteps Cities Review**-Schletty reported that the city could budget money for a study. Now that a new recycling coordinator has been hired, she will be tasked with coordinating the effort for Steps 4 and 5.

**b. City Council**

- i. **Dodge Nature Center Winter Fun Fest**- Gulley announced that the Fun Fest would be on February 18.

**c. Staff**

- i. **Recycling Coordinator**- Schletty reported that Courtney, the new recycling coordinator started two weeks ago. She worked with the former Recycling Coordinator Cassandra for a week and she is now working the other four cities. She will have 4 hours that can be dedicated to non-recycling efforts such as the GreenSteps program and other sustainability efforts.
- ii. **Parks Master Plan**-The city has decided on a firm to develop the park's plan. It is going to Council for approval at the next meeting.

**d. Planning Commission- NA**

- e. **Parks & Recreation Committee**- Vergin updated the committee on Parks and Recreation subcommittee work. The Art Park subcommittee has been discussing how an art component would be worked into the Explore West St. Paul Days' celebration. The Parks and Recreation Committee reviewed proposals for the new playground in Marthaler Park. The Parks Committee also discussed plans for their participation in the Explore West St. Paul Days parade. Dave Lynch and Bonnie Bellows were voted in as Chair and Vice Chair of the committee. The Parks and Recreation Committee member are being issued city T-shirts so that they will be recognizable at city events. The Parks and Recreation Committee will be discussing the Parks Plan at its next meeting.

- 7. Other-T-shirts for Committee members**- Committee members discussed having West St. Paul T-shirts made for their own membership. The T-shirts would be used for outreach efforts.

- 8. Adjournment**-The Committee adjourned at 7:40 pm.

We recognize the urgency of climate change, and will seek ways to help West St. Paul reduce emissions equitably and sustainably.

We understand that air, water, and soil pollution disproportionately harms those with the least power to affect change, and we will advocate on their behalf.

We value the pursuit of protecting natural resources in order that we may pass on to our successors a better city than it is now.

Earlier drafts:

*Environmental issues are holistic. Every action we consider should be viewed through the lens of a climate impact.*

*Environmental concerns are long-term issues.*

*We have an obligation to consider the needs of all in our community, including the residents of today, tomorrow, and all who visit.*

*We are committed to a sustainable and resilient for our community through environmental improvements with a lens on diversity.*

*We value the pursuit of protecting the earth, clean air, safe clean water, and the protection of wildlife in order that we may pass on to our successors a city better than that which it is now.*



Updated: Oct. 22, 2021

## Steps 4 & 5 Metrics Worksheet

To be considered for Step 4 or 5, please complete the following metric information into the Step 4/5 Metric Reporting Tool that was emailed to the GreenStep Coordinator.  
**This is a WORKSHEET only.**

The green boxes indicate metrics that are **eligible for Step 5** recognition if a city shows improvement between year 1 and year 2. Category A, B, and C communities should improve upon 3 eligible metrics.

The blue boxes indicate metrics that are used to calculate your **city operations greenhouse gas** inventory. Data entered into these boxes are automatically filled in the last tab of this workbook. The "Total City Operations" number is used for metric 17.5.

**CORE metrics** are identified in yellow. All metrics listed under a CORE section should be reported by all Step 4 & 5 communities, regardless of Category.

**Optional metrics** are not considered core and communities may choose to include information under these sections. Category A cities include 5 optional metrics of choice; Category B include 3; Category C do not need to include any additional metrics.

### Tips to keep in mind:

- Use the "Notes" column to keep notes for next year
  - Include notes such as who you talked to to gather data, any calculations used, etc.
- There is no need to send us your worksheet - take all the notes you need!
- Use the "justification" box for notes that you want to share with us. Include the metric number/letter and explain if you are using a different unit, calculation, etc.
- Consider if there are metrics that volunteers can help gather OR if there are metrics that can be combined with neighboring communities to reduce work load.
- Need to change a metric that was reported in a previous year? No problem! Just leave a note in the justification box for us.

### How to use Step 4 & 5 metrics:

- Ask GreenStep staff for your data evaluation and see which Step 5-eligible metrics you improved in.
- Share 21 of the key metrics with your commissions, council, and other staff using the Step 4 & 5 Metric Dashboard.
- Use the Climate Metric Tracker which integrates Step 4 & 5 metrics and other goals into a long-term tracking

- [See all Step 4&5 Guidance](#)
- [See the Data Collection Process Guide](#)
- [See CO2e City Operations Guidance](#)

[See the Volunteer & Neighboring Communities Guidance](#)

[See the Steps 4&5 Metric Dashboard](#)

[See the Climate Metric Tracker](#)