



**New Albany Sustainability Advisory Board
Organizational Meeting
November 3, 2021 Minutes**

The Sustainability Advisory Board met for the Board’s first regularly scheduled session at the New Albany Service Department, 7800 Bevelhymer Road, and was called to order by Administrative Services Director Adrienne Joly at 6:28 p.m.

Those answering roll call:

Mr. Brian Filiatraut, Chair	Present
Mr. Charles Schumacher, Vice-Chair	Present
Ms. Catherine Duffy, Secretary	Present
Mr. Peter Barnes	Present
Ms. Laura Gallo	Present
Mr. Steven Conway	Present
Mr. Scott Harrold	Absent
Ms. Brigitte Bell (Student Member)	Present
Mr. Kasey Kist (Council liaison)	Present

Staff members present: Adrienne Joly, Administrative Services Director; Mitch Banchevsky, Law Director; Mike Barker, Public Service Deputy Director; Anna van der Zwaag, Planner; and Marylou Hoessle, City Forester.

Mr. Kist swore in all present members as members of the Sustainability Advisory Board.

Ms. Joly began introductions by introducing herself. Ms. van der Zwaag introduced herself next, followed by Mr. Barker and Ms. Hoessle.

Mr. Kist introduced himself and discussed his role as Council liaison. Mr. Kist then excused himself from the meeting.

Each Board member introduced themselves with details about why they wanted to participate and what they were looking forward to.

Ms. Joly asked if there were any additions or corrections to the agenda.

No staff or board members stated any additions or corrections to the agenda.

Ms. Joly noted there were no visitors attending and therefore no one would need to be sworn in. No visitors were present to speak on items not on tonight's Agenda.

Organizational Meeting Requirements.

Ms. Joly asked if anyone wanted to volunteer for Board positions including chairperson, vice-chairperson, and secretary.

Mr. Filiatraut volunteered as chairperson.

Moved by Mr. Schumacher to nominate Mr. Filiatraut as chairperson, seconded by Ms. Duffy. Upon roll call: Mr. Schumacher, yea; Ms. Duffy, yea; Mr. Barnes, yea; Mr. Filiatraut, yea; Mr. Conway, yea; Ms. Gallo, yea. Yea, 6; Nay, 0; Abstain, 0. Motion passed by a 6-0 vote.

Mr. Schumacher volunteered as vice-chairperson.

Moved by Mr. Filiatraut to nominate Mr. Schumacher as vice-chairperson, seconded by Mr. Conway. Upon roll call: Mr. Filiatraut, yea; Mr. Conway, yea; Ms. Duffy, yea; Mr. Barnes, yea; Mr. Schumacher, yea; Ms. Gallo, yea. Yea, 6; Nay, 0; Abstain, 0. Motion passed by a 6-0 vote.

Ms. Duffy volunteered as secretary.

Moved by Mr. Schumacher to nominate Ms. Duffy as secretary, seconded by Mr. Barnes. Upon roll call: Mr. Schumacher, yea; Mr. Barnes, yea; Ms. Duffy, yea; Mr. Filiatraut, yea; Mr. Conway, yea; Ms. Gallo, yea. Yea, 6; Nay, 0; Abstain, 0. Motion passed by a 6-0 vote.

Ms. Joly then asked what day and time the regularly scheduled Sustainability Advisory Board meetings should take place. Ms. Joly asked if evening works best for Board members.

Board members agreed that evening at 6:30 p.m. works best.

Ms. Joly then asked what day and week work best.

The board agreed that the second Wednesday of every month works best.

Moved by Mr. Schumacher for the regularly scheduled Sustainability Advisory Board meetings to occur at 6:30 p.m. on the second Wednesday of every month, seconded by Ms. Gallo. Upon roll call: Mr. Schumacher, yea; Ms. Gallo, yea; Ms. Duffy, yea; Mr. Barnes, yea; Mr. Filiatraut, yea; Mr. Conway, yea. Yea, 6; Nay, 0; Abstain, 0. Motion passed by a 6-0 vote.

Board & Commission Rules & Code

Mr. Banchevsky began discussion of the rules and code that apply to the Sustainability Advisory Board and its members.

Mr. Banchevsky stated the general rules for boards and commissions identified in the City Charter.

Mr. Banchevsky then discussed Chapter 137 of New Albany's Codified Ordinances, which establishes the Sustainability Advisory Board. This Chapter includes ordinances on membership, purpose, compensation, meetings, advisory capacity, powers and duties, and departmental assistance.

Mr. Banchevsky presented the open meeting laws, as required by State of Ohio law.

Mr. Banchevsky then discussed ethics issues for public officials.

Mr. Banchevsky then presented Chapter 159 of New Albany's Codified Ordinances, which establishes the rules of procedure for boards and commissions of the city.

Looking Forward

Ms. Hoessle presented a summary of the Mid-Ohio Regional Planning Commission's Summit on Sustainability that some Board members attended.

Ms. Joly asked if any Board members wanted to share some of their take-aways from the Summit on Sustainability.

Mr. Filiatraut discussed some items of interest from the Summit, including curbside composting and solar energy barriers.

Mr. Schumacher discussed some project ideas from the Summit.

Ms. Joly stated that staff will send out the Sustainability Chapter of the Engage New Albany Strategic Plan to the Board.

Ms. Joly stated that next steps for the Board will include prioritizing projects identified in the Strategic Plan in order to present recommendations to Council on what projects should be completed by the city.

Mr. Filiatraut asked if there is a specific timeline for determining which projects the Board pursues.

Ms. Joly stated that there is flexibility in pursuing activities and that it might be important to make recommendations to Council in late summer/early fall in order to have priorities included in the next year's budget.

Ms. Duffy mentioned that there is a small group that is pursuing conversations related to composting and it might be possible to prioritize that project relatively quickly. Ms. Duffy suggested that members read the Sustainability Chapter ahead of the next meeting in order to more quickly begin discussions on projects.

Mr. Filiatraut asked about the staff's role in supporting the Board.

Ms. Joly stated that Ms. van der Zwaag is here to support the group and encouraged members to bring any specific topics to staff to be sure they are included in the agenda. She encouraged members to reach out with any questions or ideas.

Ms. Joly asked for members to decide on meeting location and suggested Village Hall as the meeting place due to technology in place there.

Moved by Mr. Schumacher for the regularly scheduled Sustainability Advisory Board meetings to occur at Village Hall, seconded by Ms. Gallo. Upon roll call: Mr. Schumacher, yea; Ms. Gallo, yea; Ms. Duffy, yea; Mr. Barnes, yea; Mr. Filiatraut, yea; Mr. Conway, yea. Yea, 6; Nay, 0; Abstain, 0. Motion passed by a 6-0 vote.

Poll Members for Comment

None.

Ms. Gallo motioned to adjourn the meeting with a second from Mr. Schumacher. All were in favor and the meeting was adjourned the meeting at 7:50 p.m.

Submitted by Anna van der Zwaag.