



GREEN TIER LEGACY COMMUNITY COMMITTEE MEETING AGENDA

Wednesday, March 25, 2026, at 1:00 P.M.

This Meeting Will Be conducted Via Zoom Video Conferencing

To access the meeting electronically, click:

<https://zoom.us/j/4439901723?pwd=yAVpi40M1OlqgNufcVUE8XWCUSkKaH.1&omn=97063638580>

Meeting ID: 443 990 1723 Passcode: 304078

To connect by phone: 1-301-715-8592 - Meeting ID 443 990 1723#

For additional information check: www.sisterbaywi.gov

- | | |
|-------------------------|---|
| 1 Chair – Louise Howson | Staff Representative(s): |
| 2 Paula Anschutz | Village Admin Assistant – Sarah Bertges |
| 3 Jill Wiebe | Village Administrator – Benjamin Andrews (as needed) |
| 4 Lisa O’Hearn | Public Works Supervisor – Erik Linczmaier (as needed) |
| 5 Mary Smythe | |

1. Call to Order & Roll Call
2. Approval of the Agenda
3. Approval of the Minutes
 - a. March 4, 2026
4. Comments, Correspondence, and Concerns from the Public
5. Discussion/Action Items:
 - a. Works Session; Annual GTLC Report due March 31, 2026
 - b. Earth Day Activities; Door County Big Plant Planning
 - c. Composting Facility Discussion
 - d. Sustainability Policies Discussion
6. Matters to be Placed on Future Agenda, Referred to a Committee, Official or Employee
7. Schedule Next Meeting
8. Adjournment

Public Notice

Questions regarding the nature of the agenda items above or more detail on the agenda items scheduled to be considered by the governmental body can be directed to Sarah Bertges, Administrative Assistant, at adminassist@sisterbaywi.gov. It is possible that members of and possibly a quorum of members of other governmental bodies may attend the meeting to gather information; no action will be taken by any governmental body other than the body specifically referred to above in this notice. Upon reasonable notice, a good faith effort will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aid at no cost to the individual. Due to the difficulty in finding interpreters, requests should be made as far in advance as possible, preferably a minimum of 48 hours. For additional information or to request this service, contact the Sister Bay Village Administration Office at 854-4118, (FAX) 854-9637, or by writing to the Village Administration Building, 2383 Maple Drive, PO Box 769, Sister Bay, WI 54234. Copies of reports and other supporting documentation are available for review at the Village Administration Building during operating hours (8 a.m. – 4 p.m. Mondays through Thursdays, 8 a.m. to noon on Fridays).

The Village of Sister Bay is an Equal Opportunity Employer and Provider

Posted On: 03/23/2026

Signature: _____

AD HOC GREEN TIER LEGACY COMMUNITY COMMITTEE MEETING MINUTES**Thursday, MARCH 04, 2026****(Unapproved)****1. Call to Order & Roll Call**

The March 04, 2026 meeting of the Green Tier Legacy Community Committee was called to order by Chairperson Louise Howson at 1:01 P.M.

Present: Louise Howson, Mary Smythe, Lisa O'Hearn, and Jill Wiebe. Paula Anschutz was absent.

Staff: Benjamin Andrews Village Administrator, Sarah Bertges Administrative Assistant

2. Approval of the Agenda

Motion to approve the agenda by Wiebe, second by Howson. Motion carried – all ayes.

3. Approval of the Minutes February 19, 2026

Wiebe requested an amendment to add target dates of November 2026 for the reusable tote project mentioned in items 5c and 6 of the February 19, 2026 minutes.

Motion to approve the minutes as amended by Wiebe, second by O'Hearn. Motion carried – all ayes.

4. Comments, Correspondence, and Concerns from the Public

No public comments were received and no members of the public were present online.

5. Discussion/Action Items**a. Work Session; Annual GTLC Report due March 31, 2026**

Andrews presented the draft Green Tier Legacy Committee annual report, sharing his screen to display the comprehensive document organized in spreadsheet format with multiple tabs. Andrews explained that he and Howson had met with the DNR to discuss submission requirements and gather additional information. Various sections of the report had been assigned to staff members for review and updates with 2025 data.

Andrews noted that committee members had received a link to review the document and could add comments. He recommended establishing a deadline of March 18th for all comments to be submitted, allowing staff to finalize the document during the week of March 16th for final review at the March 25th meeting prior to the March 31st submission deadline.

The committee conducted a comprehensive review of each section of the report:

Narrative Tab: Howson inquired about proper timing for including early 2026 activities. Andrews clarified that activities occurring before the report submission could be included. Howson noted her involvement with the shuttle bus program and confirmed its continued operation in 2025 with improved fuel efficiency from the new vehicle.

Transportation (TS) Narrative: The committee reviewed trail study updates from the Door County Trail Group and noted the addition of e-bikes at the beach for summer 2026. The shuttle bus program was appropriately included in multiple relevant sections.

Land Use (LU) Narrative: Discussion covered connections between the comprehensive plan and Green Tier requirements. Howson suggested future consideration of the ice rink project, noting water usage reduction from eliminating flooding methods but increased electricity usage from chillers. Andrews noted plans to update lighting around the facility to be more efficient and night sky compliant. Wiebe recommended removing negative language about volunteer event attendance. O'Hearn identified a typographical error that needed correction.

Water Quality and Conservation (WQC) Narrative: Andrews confirmed that Utilities Director Megan had reviewed and updated relevant sections. Discussion covered the street sweeping program, with clarification that the village contracts with the county for twice-yearly sweeping. Wiebe inquired whether snow plowing could be considered street cleaning, but Andrews indicated the intent was specifically for removing hazardous materials and toxins.

Solid Waste (SW) Narrative: Extended discussion occurred regarding recycling and composting initiatives. The committee learned that no shredding event was held in 2025 due to cost concerns, with the Sunshine House providing alternative services. Administrator Assistant Bertges reported difficulty scheduling electronics recycling events, with availability not until August 2026. Discussion covered exploring earlier scheduling and alternative providers for future events.

Significant discussion focused on composting initiatives coordinated by the Climate Change Coalition. A participant noted that Mike Schneider had volunteered to conduct pickups in Sister Bay, working with Mighty Wind Farm for processing. O'Hearn mentioned ongoing discussions with the Sister Bay Historical Society about expanding composting at the farmer's market for 2026.

Wiebe suggested adding the composting site map to the village website, noting that the current Green Tier webpage information was outdated. The committee agreed to update website content with current information.

Health Equity and Social Action (HESA) Narrative: Review identified potential misplaced comments between sections and discussed the Blue Zones program research that has been ongoing. Several typographical corrections were identified for the farmer's market description, including updating to the new "Open Air Market" name.

Andrews explained that the document's "past data" tab contained information exported from previous submissions, providing baseline information for comparison and ensuring continuity with prior reports.

The committee agreed to the proposed timeline with March 18th deadline for comments and March 25th meeting for final review before submission.

6. Matters to be Placed on Future Agenda, Referred to a Committee, Official or Employee

The committee identified several items for future consideration:

- Finalization of the 2025 Green Tier report narrative
- Continued discussions about Earth Day activities and plant giveaway planning
- Composting facility exploration, including potential field trip to Egg Harbor to study their municipal composting operations
- Discussion of village property on Woodcrest Road for potential composting site adjacent to community garden
- Development of sustainability policies for village landscaping projects, particularly for the new administration building, with emphasis on native plantings and environmental considerations

7. Schedule Next Meeting

The next meeting was scheduled for March 25, 2026 at 1:00 PM. O'Hearn noted she would be absent from that meeting but had provided Sarah with draft Earth Day recycling poster materials for committee review.

8. Adjournment

A motion was made by Smythe, second by Wiebe to adjourn the March 04, 2026 meeting of the Green Tier Legacy Community Committee at 1:53 P.M. Motion carried – all ayes.

Respectfully submitted by Sarah Bertges, Administrative Assistant

Join the Sister Bay Green Tier Committee in Making Easy Earth Day Changes



**Join the Movement to Save Our Planet!
Small Changes, Big Impact!**



01

Cut down on single-use plastic bags

Grab a reusable one from our bag exchange at
????

02

Plant a tree

Pick one up at ???? courtesy of Sister Bay Green Tier
and the Climate Change Coalition

03

Walk or bike to work

Take the Sister Bay Shuttle on weekend nights!

04

Change light bulbs to lower wattage

WPS is changing the village's bulbs
This will also comply with Dark Sky - a win/win!



Order Trees Now, with our Big Plant Tree Sale!



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COALITION OF DOOR COUNTY

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Door County Big Plant

Planting Trees, Growing & Learning.

The Door County Big Plant brings together individuals, businesses, schools, and local non-profits every spring and fall to plant over 10,000 native trees annually.

Big Plant Tree Sale



Order Native Trees & Shrubs

Each season, the Big Plant offers native trees and shrubs for purchase—giving families, schools, and businesses a chance to plant on their own properties. By choosing native species, you're helping restore local ecosystems and strengthen Door County's climate resilience.

Order Trees Now, with our Big Plant Tree Sale!



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ORDER TREES & SHRUBS

Small Conifer Trays \$60	Four species + Balsam Fir + Red Pine + White Pine + White Spruce <i>Two-year-old seedling trees, in trays of 18. Whole trays only, no mixing and matching of species.</i>	
Large Trees \$75	Eight species: + Quaking Aspen + Paper Birch + Basswood + Ironwood + Sugar Maple + Red Oak + White Oak + Serviceberry <i>Individual trees in 5-gal containers. A limited number, first-come, first-served.</i>	
Medium Shrubs \$25	Four species: + Redosier Dogwood + Scarlet Elder + Ninebark + Witchhazel <i>Individual shrubs in 2-gal containers. A limited number, first-come, first-served.</i>	

Large Trees

5-gallon containers

\$75 each

Aspen, Basswood, Birch, Ironwood, Sugar Maple, Red Oak, White Oak, and Serviceberry

Medium Shrubs

2-gallon containers,

\$25 each

Dogwood, Elder, Ninebark, and Witchhazel

Conifer Bulk Trays

Tray of 18 seedlings

\$60 per tray

Balsam Fir, Red Pine, White Pine, and White Spruce

ORDER TREES & SHRUBS

[TREE & SHRUB DETAILED DESCRIPTIONS](#)

Order Trees Now, with our Big Plant Tree Sale!



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May 8/9,

and likely 1-2 more!

Big Plant Impact *through 2025*

Restoring habitats, reducing carbon, and planting a more resilient future for Door County.

Planting trees is effective community climate action. In 5 years, volunteers, families, and partners have transformed our landscape and made a measurable difference.

The Door County Big Plant is a whole-community event that is bigger than all of us. It was inspired by the Climate Change Coalition and it is executed each year by hundreds of Door County individuals, families, businesses, churches, and non-profit leaders and partners. We act as a community to plant over 10,000 trees each year, in both the Spring (April/May) and Fall (Sept/Oct).

We plant trees to help our ecosystems thrive, sequester carbon, clean the air, protect groundwater and streams, provide shade to reduce air conditioning, and beautify our homes and landscape. Our mission is to inspire as many people as possible to plant and grow as many trees as possible!

58,000+

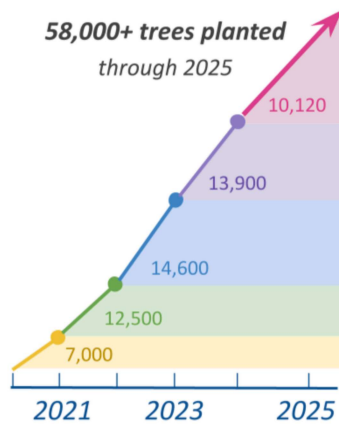

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168+

businesses, nonprofits, and families participating

200+

volunteers at community planting events



BIG PLANT BY THE NUMBERS

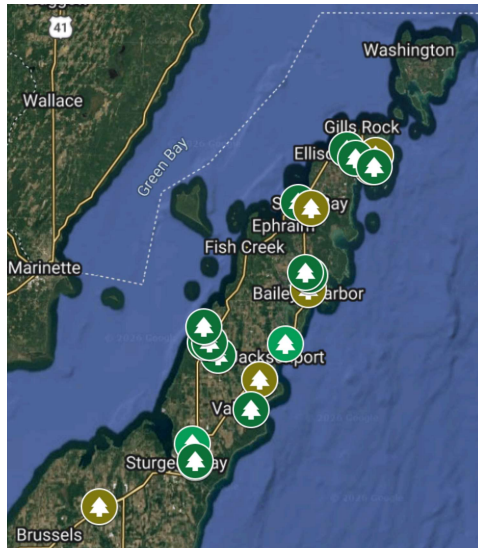
- 8** public community tree plantings, 5 Spring + 3 Fall
- 345** community tree planters
- 10,120** native pines, spruces, firs, oaks, maples & more planted, over 10,000 trees for a 4th straight year!




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[communities. Order trees or shrubs.](#)

2. Join a Community Planting

Join us at local parks, trails, schools, and natural areas to plant thousands of trees together in celebration of Earth Day. [View upcoming events.](#)



Community Plantings

Where have we been planting?

LOTS OF AMAZING PLACES!

Working with partners all around Door County, we have offering free, public community plantings over the County, including 30 plantings over the last 4 years. Most tree-plantings are at conservation hero-friend-partners Crossroads, DC Land Trust, The Nature Conservancy, and The Ridges.

We've also planted trees at town property, county property, childcare centers, and affordable housing land along the highway.

Click on the map to enter and peruse an interactive map.



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COALITION OF DOOR COUNTY

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Climate Action Backed by Science



Door County
Land Trust



CLIMATE CHANGE
COALITION OF DOOR COUNTY



Crossroads
at Big Creek
LEARNING CENTER NATURE PRESERVE

THE
RIDGES

**CHEERS, ALL, FOR AN AWESOME
YEAR OF TREE PLANTING!**

Order Trees Now, with our Big Plant Tree Sale!



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100+ Women Who Care
Ace Hardware
Arbor Crowne Properties
Bayside Restaurant
Boreal Preserve
Brussels Lions Club
Chop Restaurant
The Clearing
Colin & Friends Concerts
Crossroads at Big Creek
Daybreak Fund
Destination Door County
Door County Boys & Girls Club
Door County Candle Company
Door County Land Trust
Door County North
Door County Trails
Door County YMCA
Doorway to Learning Childcare

Evergreen Nursery
Every Day is Earth Day
Gibraltar School Ecology Club
Habitat Healers
Healthy Way Market
Innovative Printing
Jacksonport Farmers Market
Johnson's Nursery
Lakeshore Natural Resource Partnership
Liberty Grove Historical Society
Motus & Birds Canada
The Nature Conservancy
Newport State Park
The Ridges Sanctuary
Rotary Club of Northern Door
Sevastopol School
Sheboygan River Basin
Southern Door Schools
Sturgeon Bay Schools

Sustain Door
Town of Jacksonport
Unitarian Universalist FDC
Village of Egg Harbor
Village of Ephraim
Village of Sister Bay
Wagon Trail Campground
+ 122 families & homes



climatechangedoorcounty.org

And can we tell you about our [Boreal Climate Survivability](#) project in which we are planting trees and counting survivability by species and forest type, in order to learn & grow smarter together?

[Learn more - Summary](#)

[Learn more - Ridges Blog](#)

Order Trees Now, with our Big Plant Tree Sale!



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County green.

Sign up for our newsletter

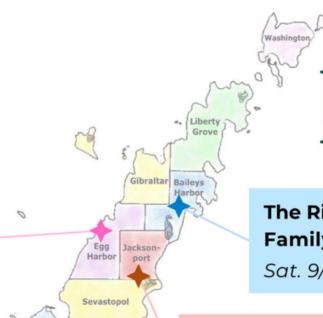
Join a Community Planting

These events are free, open to the public, and a chance to take climate action while connecting with the community.

Earth + Climate Arts Lab - Gibraltar Student After School Program: Spring Session
Apr 1, 2026 - May 20, 2026 · Youth Programs, Workshop & Speakers, Renewable Energy, Big Plant



Door County Parks
Frank Murphy Park
Fri. 10/3, 3 - 5 pm



THE RIDGES

The Ridges
Family Discovery Trail
Sat. 9/27, 10 am - 12 pm

Order Trees Now, with our Big Plant Tree Sale!



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Mailing Address

Climate Change Coalition of Door County
P.O. Box 334
Baileys Harbor, WI 54202

Contact

info@climatechangedoorcounty.org

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Ben Andrews

From: Jess Reinke <jess@lnrp.org>
Sent: Thursday, March 19, 2026 9:33 PM
To: Sarah Bertges
Cc: Dick Smythe; Jeff Lutsey
Subject: Re: Sister Bay GTLC Committee and the Compost Poster
Attachments: 2025++Oct.+16+Composting+Map+ (2).jpeg

Hello Sarah! And - Thank you Mary, for your help in making this connection!
 We are so excited to include our map on your site!

Attached is the most current map. We do have some sites that change from time to time, so maybe it would be wise to include a disclaimer, that says, "For the most up-to-date map, please visit the Climate Change Coalition of Door County's Website" and then the link that jumps right to the locations is: <https://climatechangedoorcounty.org/compost#compost-sites>

Thank you so much, please let us know if you need anything else!

On Tue, Mar 10, 2026 at 8:31 AM Sarah Bertges <adminassist@sisterbaywi.gov> wrote:
 Hello Jeff and Jess,

My email has been updated to: adminassist@sisterbaywi.gov

Thank you for your help with this,

Sarah Bertges**Administrative Assistant****Village of Sister Bay**

PO Box 769

Sister Bay, WI 54234

(920) 854-4118

adminassist@sisterbaywi.gov

Population 1205 (per 2024 DOA estimate)

NEW Office Hours:

Monday – Thursday 8:00 AM – 4:00 PM

Friday 8:00 AM – 12:00 PM

(Fridays immediately preceding an election will be open until 5:00 PM for voter registration)

From: Dick Smythe <dick.smythe@yahoo.com>
Sent: Friday, March 6, 2026 2:07 PM
To: Jeff Lutsey <jeff@lnrp.org>; Jess and Drew Reinke <jess@lnrp.org>
Cc: Sarah Bertges <adminassist@sisterbaywi.gov>
Subject: Sister Bay GTLC Committee and the Compost Poster

Hi Jess and Jeff,

Here is the contact info I said I would send to you.

Ben Andrews Administrator, Village of Sister Bay

administrator@sisterbaywi.gov

(O) (920) 854-4118

Louise Howson Chair, Sister Bay GTLC Committee, Board Trustee, Village of Sister Bay

louise.howson@sisterbaywi.gov

Sarah Bertges Administrative Assistant, Village of Sister Bay

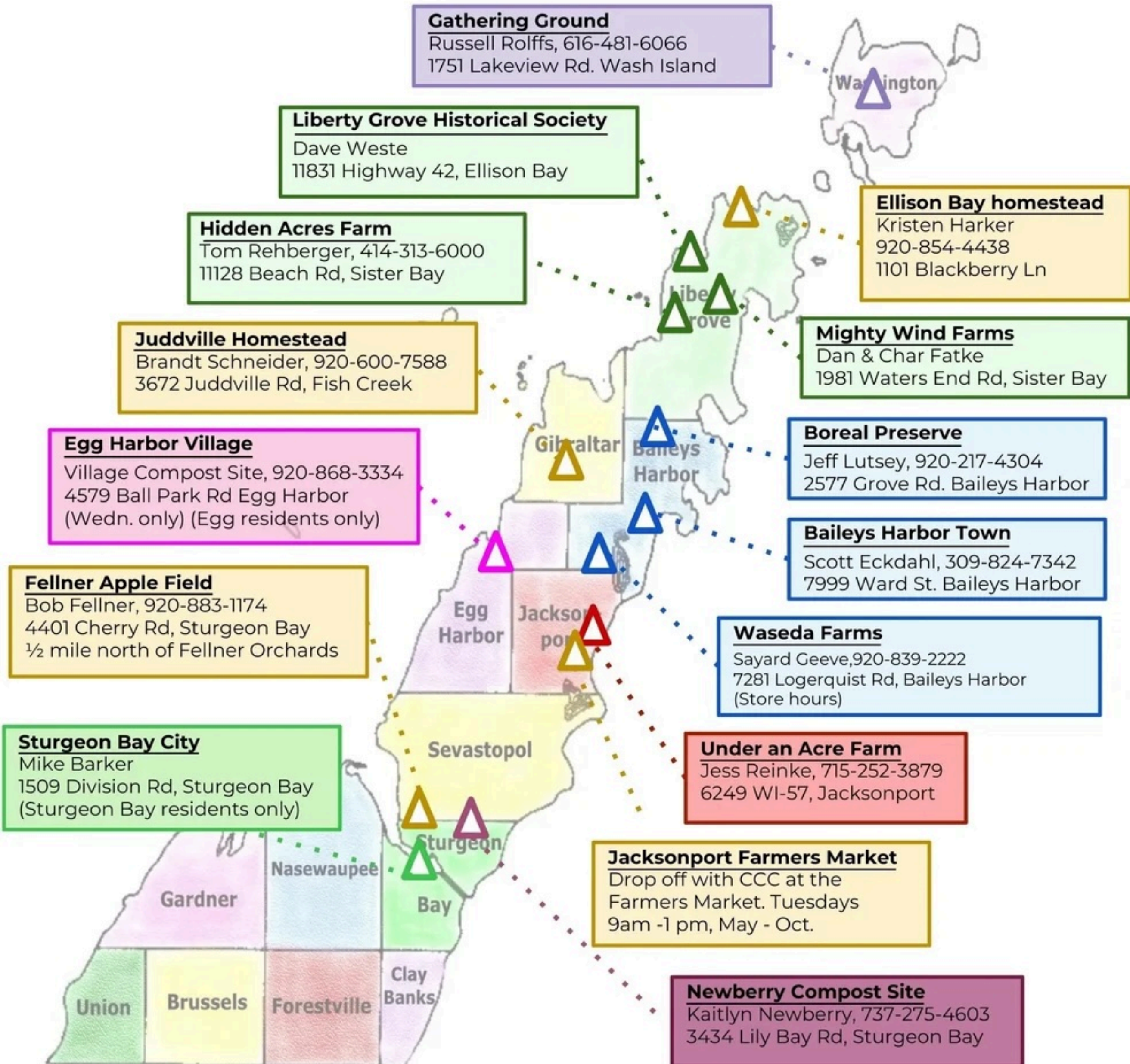
sarah.bertges@sisterbaywi.gov

(O) (920) 854-4118

At our last Sister Bay GTLC meeting there was agreement that we would like to post on the Sister Bay GTLC website and on the Village website the Door Community Composting Initiative map of composting sites. I volunteered to let you know of our interest in hopes that you and the above listed will work out the best protocol.

Thanks!!

Mary



AD HOC GREEN TIER LEGACY COMMUNITY COMMITTEE MEETING MINUTES**Thursday, MARCH 04, 2026****(Unapproved)****6. Matters to be Placed on Future Agenda, Referred to a Committee, Official or Employee**

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