

AD HOC GREEN TIER LEGACY COMMUNITY COMMITTEE MEETING MINUTES
WEDNESDAY, AUGUST 12, 2026
(Approved as Amended)

1. Call to Order & Roll Call

The August 12, 2026 meeting of the Green Tier Legacy Community Committee was called to order by Chair Louise Howson at 3:31 P.M.

Present: Louise Howson, Jill Wiebe, Lisa O’Hearn, Mary Smythe, Paula Anschutz.

Staff: Benjamin Andrews Village Administrator, Sarah Bertges Administrative Assistant

Others: Mike Schneider and Jess Reinke (CCCDC).

2. Approval of the Agenda *Motion by O’Hearn to approve the agenda as presented, second by Wiebe. Motion carried- all ayes.*

3. Approval of the Minutes – July 8, 2026

Motion by Wiebe to approve the minutes as presented, second by Howson. Motion carried-all ayes.

4. Comments, Correspondence, and Concerns from the Public

No public comments, correspondence, or concerns were received.

5. Discussion/Action Items

a. Composting Program Updates; DC Climate Change Coalition

Jess Reinke and Mike Schneider of the Climate Change Coalition of Door County (CCCDC) presented an update on the composting pickup program, which launched in late May 2026. The program is in its eleventh week with eleven participating businesses, including two located in Ellison Bay. Pickups occur on Wednesday mornings, with Schneider logging weights weekly for potential future grant applications. Approximately 7,000 pounds of compostable material have been collected to date. Schneider described the current logistics: buckets are collected and weighed on-site, transported to Mighty Wind Farms for composting, rinsed at the Sports Complex community garden, and stored at the Logerquist Farm. The committee acknowledged that consolidating rinsing and storage at a single location would improve efficiency. The CCCDC indicated a willingness to contribute funding toward a small storage shed at the community garden site. Howson noted that the Parks Committee would be visiting Logerquist Site on September 8th and would assess available space at that time. Any budgetary consideration would be incorporated into the Parks Department budget review. The program is expected to conclude the Wednesday following Fall Fest, with October 21st or 28th discussed as possible end dates. Reinke noted the volunteer team is near capacity at the current scale of eleven participants.

Reinke also informed the committee of two additional opportunities: a grant through a company called Can It, funded by Ball Corporation, aimed at supporting recycling infrastructure at large festivals (deadline: end of September, awards: mid-October); and a recycling field trip to GFL's sorting facility in Menasha scheduled for September 17th, departing Door County at approximately 8:00 AM.

b. Strategic Planning; Green Tier Legacy Committee

Andrews noted that the strategic planning document had not been fully completed since items were assigned at the previous meeting. The committee reviewed sections of the document in session, focusing on three goal areas: Organizational and Governance, Engagement, Communication, and Education, and Sustainability and Environmental Impact.

Key assignments and discussion points included:

Organizational and Governance: Existing framework entries were reviewed and noted as substantially in place. Grant identification and writing responsibilities were discussed, with Andrews clarifying that staff would provide support and that committee members with specific project interests should take the lead. The committee acknowledged the need to identify funding priorities before targeted grant searches could be conducted.

Engagement, Communication, and Education: O'Hearn was confirmed as lead for the village website updates. Bertges confirmed the ability to print posters in-house, with 11-by-17 format noted as the likely standard. A quarterly poster initiative was discussed, with October identified as the target for the first issue. Outreach to local organizations was discussed; Northern Door Activism was identified as a potential partner. Attendance at Environmental Council of Door County (ECDC) events was flagged as a low-priority but worthwhile activity, with Smythe agreeing to monitor the ECDC calendar.

Sustainability and Environmental Impact: Discussion of a community leaf/brush collection site was deferred pending further research into costs and logistics. Ephraim's brush site was noted as a useful reference point. The committee discussed planning an invasive species removal event, tentatively targeted for Earth Day 2027.

Andrews reminded the committee of the open meetings law regarding walking quorums and best practices for inter-meeting communication. All substantive committee communications should be routed through staff rather than distributed directly among members via reply-all email.

The strategic plan was not completed during this session. The committee agreed to revisit it at the next meeting.

c. Reusable Bags; Follow-Up

The committee reviewed the reusable bags that had been ordered — 500 units at a cost of approximately \$5.50 each. The bags were presented and well-received. Four large cases are currently stored at the Village Hall office. The committee discussed distribution logistics for the Marina Fest booth and agreed on a suggested donation of \$5.00 per bag, with no formal residency verification requirement. Individuals requesting multiple bags would be politely encouraged to be considerate of other attendees. No formal policy limit per person was established.

d. Marina Fest Booth Coordination; September 5 & 6, 2026

The committee confirmed participation in Marina Fest on Saturday, September 5th and Sunday, September 6th, 2026. A 10-by-10 tent has been secured at no charge. Tables and tablecloths will be provided. The following volunteer schedule was established, contingent on confirmed event hours (estimated 10:00 AM – 4:00 PM):

- Saturday, September 5: Howson, Smythe 10:00 AM – 1:00 PM; Wiebe, O'Hearn 1:00 PM – close
- Sunday, September 6: Howson 10:00 AM - 1:00PM; Wiebe 1:00 PM – 4:00 PM. Howson to assist with teardown

Wiebe confirmed 2025 Marina Fest Hours were 10:00 AM-6:00 PM.

Outreach to Anschutz regarding availability was noted as a next step.

Booth materials to be brought include reusable bags, recycling magnets (remaining inventory), a waterfall display fixture for bag presentation, a filled sample bag demonstrating capacity, a donation jar, and two informational posters:

- A poster recognizing the eleven businesses participating in the composting program, incorporating their logos along with the CCCDC and Green Tier logos.

- A poster identifying four key local invasive species, based on materials previously distributed to committee members.

6. Committee Updates

Andrews noted that materials included in the packet covered relevant correspondence and informational resources, including a League of Wisconsin Municipalities resource and a video on walking quorum requirements. A DNR Green Tier webinar wrap-up regarding the Wisconsin Sustainable Purchasing program was also included. Andrews noted that a follow-up webinar is scheduled for August 31st and that committee members had received a calendar invite. *Smythe* confirmed attendance at the August 31st webinar and noted she would be prepared to share updates on the composting program and the CCCDC partnership. The committee discussed the Wisconsin Sustainable Purchasing program briefly and agreed that, given the Village's small scale and local purchasing priorities, the most practical step would be to share the resource with relevant department directors for their awareness.

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

The following items were identified for inclusion on future agendas:

- Strategic planning document — continued review and completion
- Marina Fest recap and bag distribution outcomes
- Composting program update — deferred to approximately November 2026
- Wisconsin Sustainable Purchasing program — informational follow-up with department directors

8. Next Meeting

The next meeting of the Green Tier Legacy Community Committee is scheduled for Tuesday, September 8, 2026 at 8:30 AM via Zoom.

9. Adjournment

A motion was made by Wiebe, second by O'Hearn to adjourn the August 12, 2026 meeting of the Green Tier Legacy Community Committee at 5:13 P.M. Motion carried – all ayes.

Respectfully submitted by Sarah Bertges, Administrative Assistant