

Basic Motions

Motion
Calls for Action
 Debatable
 Simple Majority

Motion to Amend
Changes Original
 Debatable
 Simple Majority

Other Motions

Table
Postpone Vote
 No Discussion
 Simple Majority

Close Debate
End Debate & Vote
 No Discussion
 2/3 Majority

Reconsider
Change Prior Decision
 Voted in Majority
 Within One Meeting
 Debatable
 2/3 Majority

Recess
Take a Short Break
 No Discussion
 Simple Majority

Consensus Process
If 1-Vote Majority
 Debatable
 3 Votes to Pass

Adjourn
End the Meeting
 No Discussion
 Simple Majority

Actions and discussion are governed by motions. Only 3 motions on the table at once (a 4th would be out of order). Most recent motion is considered first.

Convene meeting + Reminder: Turn off Cell Phone

I. Roll Call/Quorum _____ Board Members (quorum = 4)

II. Pledge of Allegiance

III. Additions/Deletions/Approval of Agenda

IV. Approval of November 1, 2018 and December 6, 2018 Minutes (Attachment A)

V. Announcements

VI. Public Comment Period

Public Comment Period is a period reserved for comments by the public. A total of 30 minutes is allocated with each individual being allowed no more than 3 minutes each. The Public Comment Period will be closed once the allocated time has been reached.

VII. New Business

- a. Elections (5 mins) – D. Tyson
- b. Draft Calendar – (10 mins) – D. Norris (Attachment B)

VIII. Old Business

- a. Council Presentation – Discussion – (20 mins) – D. Tyson (Attachment C)

IX. Commission Reports

- a. ECU Sustainability Report (10 mins) – C. Carwein

X. Other – FYI

- a. Quarterly UST Report (Attachment D)

XI. Proposed Agenda Items –February 7, 2019

- a. Council Presentation – Recap
- b. Finalize Calendar

XII. Adjourn

Items for Future Consideration

_____	_____
_____	_____
_____	_____

Board Members

Chair

1. Durk Tyson

Commission Members

2. Emilie Kane (Vice-Chair)
3. David Ames
4. Drake Brinkley
5. Ann Maxwell
6. Diego LLerena
7. Vacant

Ex-officio

Kevin Mulligan
(Public Works)

Staff Liaison

Daryl Norris
(Public Works)

City Council Liaison

Brian Meyerhoeffer

Environmental Advisory Commission Mission:

The Environmental Advisory Commission is hereby created for the primary purpose of recommending matters of environmental concern and serve as technical advisory to the City Council.

Environmental Advisory Commission Purpose:

- Inventory and review, on a continuing basis, the condition of and threats to the environmental resources of the City; and as technical advisors, to report all needs for improvement and corrective actions to the City Council.
- To be advisory to the City Council. The commission will recommend to the City Council matters of city-wide environmental concern and shall serve as technical advisors to the City Council on environmental matters. In addition, it will review Environmental Impact Statements required by the City on major development projects.

ATTACHMENT A

***(November 1, 2018 and December 6, 2018
Minutes)***

Action: For your review and approval.

**DRAFT OF MINUTES PROPOSED FOR ADOPTION BY THE
ENVIRONMENTAL ADVISORY COMMISSION
November 1, 2018**

CALL TO ORDER

Members of the Environmental Advisory Commission met on the above date at 5:30 p.m. in the City Council Chambers. Emilie Kane, Vice-Chairperson, called the meeting to order and welcomed all those present. The following attended the meeting:

1. ROLL CALL

MEMBERS:

David Ames	Drake Brinkley
Emilie Kane	Diego LLerena
Ann Maxwell	

OTHERS PRESENT:

Daryl Norris, City of Greenville
Amanda Braddy, City of Greenville
Brian Meyerhoeffer, Council Member
Chad Carwein, ECU

2. PLEDGE OF ALLEGIANCE

3. ADDITIONS/DELETIONS TO THE AGENDA

Dr. Ames asked to add a discussion regarding a Cool Cities Update. A motion was made by Mr. Brinkley to add a Cool Cities Discussion to Old Business as Item A. The motion was seconded by Mr. LLerena and passed unanimously.

4. APPROVAL OF AUGUST 2, 2018 MINUTES

A motion was made by Dr. Ames to approve the minutes as presented. The motion was seconded by Mr. LLerena and passed unanimously.

5. ANNOUNCEMENTS

Dr. Kane announced Sound Rivers is holding their annual oyster roast fund raiser on November 10th. More information can be found on the Sound Rivers website.

Mrs. Maxwell announced Releaf was holding a meeting at the Kupla building from 5-8 tonight.

6. PUBLIC COMMENT PERIOD

There were no public comments.

7. NEW BUSINESS

A. 2019-2020 EAC Grant Discussion

Mr. Norris directed attention to the grant package in the agenda package. The package will be updated to reflect upcoming dates and asked if EAC members would like to update the requirements or any other information contained in the package. Dr. Kane noted some discrepancies in the call for proposal and eligibility requirements in the fact sheet. Mr. Norris suggested members review the package and submit any revisions to Ms. Braddy. Dr. Kane volunteered to meet with staff to review suggested revisions and the updated package will be submitted to the EAC at the December meeting for approval.

B. 2019 Goals & Objectives Discussion

Mr. Norris noted that Action A in Item 1 is complete and should be removed as it has been completed. Mr. Norris suggested replacing the item with identifying current and exploring

additional sustainable efforts by the City.

Item 2, action item D was amended to include “and explore incentives to encourage participation.”

C. Council Presentation Discussion

This item was tabled to the December meeting as Mr. Tyson, EAC Chair, was not present to give input on the presentation.

D. Bylaws Discussion

Mr. Norris noted the Bylaws were presented with the amendment to add a condition in which new items for discussion would require a three week prior notice before being added to the meeting agendas. This would allow Staff time to prepare agendas and participation for preparedness by EAC members and public involvement.

Formal approval of this item will be added to the December 6, 2019 meeting.

8. OLD BUSINESS

A. None

9. Commission Reports

A. ECU Sustainability Report

Mr. Carwein presented the ECU Sustainability Plan that was adopted by the ECU’s Executive Council. Mr. Carwein also reported the Sierra Club is presenting a discussion on oysters in eastern NC on November 12, 2018 at the Unitarian Universalist Congregation on Oakmont Drive. Mr. Carwein stated the next film viewing will be The Age of Consequences November 13, 2018 at 6:30pm in the Willis Building.

B. SWAC Update

Mr. Brinkley reported SWAC was presented information regarding the level of service the City of Greenville would like to provide for Stormwater issues and funds necessary to address these issues. SWAC was tasked with determining a viable option to present to City Council for approval.

10. OTHER– FYI

A. None

11. PROPOSED AGENDA ITEMS

The following items are proposed for the December 6, 2018 meeting:

A. 2019 Goals & Objectives – Review Draft & Finalize

B. Council Presentation – Review Draft

C. Quarterly UST Report

D. 2019-2020 Grant Package – Review & Approve

E. State Climate Change Executive Order

F. Bylaws Discussion

G. Cool Cities Update

H. SWAC Report

11. ADJOURNMENT

There being no further business to discuss, Mr. Brinkley made a motion to adjourn the meeting. The motion was seconded by Mr. LLerena and passed unanimously.

**DRAFT OF MINUTES PROPOSED FOR ADOPTION BY THE
ENVIRONMENTAL ADVISORY COMMISSION
December 6, 2018**

CALL TO ORDER

Members of the Environmental Advisory Commission met on the above date at 5:30 p.m. in the City Council Chambers. Durk Tyson, Chairperson, called the meeting to order and welcomed all those present. The following attended the meeting:

1. ROLL CALL

MEMBERS:

David Ames	Drake Brinkley
Emilie Kane	Diego LLerena
Ann Maxwell	Durk Tyson

OTHERS PRESENT:

Daryl Norris, City of Greenville
Amanda Braddy, City of Greenville
Brian Meyerhoeffer, Council Member
Chad Carwein, ECU

2. PLEDGE OF ALLEGIANCE

3. ADDITIONS/DELETIONS/APPROVAL OF AGENDA

Dr. Ames asked to add a discussion regarding a Cool Cities Update. A motion was made by Ms. Maxwell to approve the agenda as presented. The motion was seconded by Mr. LLerena and passed unanimously.

4. APPROVAL OF NOVEMBER 1, 2018 MINUTES TABLED TO JANUARY 3, 2019

No minutes were attached for approval.

5. ANNOUCEMENTS

There were no announcements.

6. PUBLIC COMMENT PERIOD

There were no public comments.

7. NEW BUSINESS

A. State Climate Change Executive Order

Dr. Ames stated an executive order to reduce fossil fuel. The City of Charlotte and Wake County have adopted resolutions and set up action plans to reach the objectives recommended in the executive order.

Dr. Ames also announced that the Sierra Club is working on a resolution to be supported by EAC to reduce greenhouse gas emissions; adopt a plan of action to achieve these objectives and direct the creation of an entity to be responsible for the program. Dr. Ames stated the formal resolution is anticipated to be presented to EAC in February or March 2019.

8. OLD BUSINESS

A. 2019-2020 EAC Grant Discussion

Mr. Tyson directed attention to the grant information in the agenda package. The information has been updated to include all recommendation by EAC members. The package will be advertised on the EAC's page on the City of Greenville's website. A motion was made by Ms. Maxwell to approve the updated package for distribution. The motion was seconded by Mr. Brinkley and passed unanimously.

B. 2019 Goals & Objectives

Mr. Norris noted the revisions discussed in the November meeting of EAC to the goals & objectives presented. The goals & objectives will be finalized in January 2019.

C. Council Presentation

Mr. Tyson stated the attached presentation was from 2018 presentation to City Council. Mr. Tyson asked for any recommendations from members. The presentation will be given to City Council on January 7, 2019.

D. Bylaws Discussion

Mr. Tyson directed attention to the addition of verbiage in Section 4 to require a three-week prior notification to add items to the agenda. Dr. Kane also requested the document be updated to remove gender specific references. Dr. Kane also stated she wanted to update information regarding meeting information of subcommittees. Mr. Norris stated all subcommittee meetings is still handled by public information requirements and are advertised.

A motion was made by Dr. Kane to approve the revisions and updates to the EAC bylaws. Mr. LLerena seconded the motion and the motion passed unanimously.

9. Commission Reports

A. ECU Sustainability Report

Mr. Carwein announced the ECU Sustainability Committee has been relaunched and are working on the objectives of the sustainability plan. The tree planting project for Town Creek Culvert saw over 100 trees planted and was coordinated through a grant by ECU faculty. Mr. Carwein presented information on a food finder app for Pitt County. Mr. Carwein also presented ECU's greenhouse gas emissions report.

B. SWAC Update

Mr. Brinkley stated the SWAC report is complete and ready to be presented to City Council. The information was presented to Council in a council information workshop meeting and is anticipated to be formally presented to Council in 2019.

10. OTHER– FYI

A. None

11. PROPOSED AGENDA ITEMS

The following items are proposed for the January 3, 2019 meeting:

A. 2019 Goals & Objectives – Review Draft & Finalize

B. Council Presentation – Review Draft

C. Quarterly UST Report

D. 2019-2020 Grant Package – Review & Approve

E. State Climate Change Executive Order

F. Bylaws Discussion

G. Cool Cities Update

H. SWAC Report

11. ADJOURNMENT

There being no further business to discuss, Mr. Brinkley made a motion to adjourn the meeting. The motion was seconded by Dr. Ames and passed unanimously.

ATTACHMENT B

(Draft Calendar)

Action: For your information.

PROPOSED EAC SCHEDULE

February-19						
S	M	T	W	R	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

February 7, 2019

1	2018-2019 EAC GRANT: Reminder to promote
2	SWAC: Update
3	
4	
5	
6	

PROPOSED EAC SCHEDULE

March-19						
S	M	T	W	R	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

March 7, 2019

1	KEEP GREENVILLE BEAUTIFUL: Update
2	2018-2019 EAC GRANT: Reminder to promote
3	
4	
5	
6	

PROPOSED EAC SCHEDULE

April-19						
S	M	T	W	R	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

April 4, 2019

1	QUARTERLY UST REPORT: Update
2	2018-2019 EAC GRANT: Review & discuss
3	
4	
5	
6	

PROPOSED EAC SCHEDULE

May-19						
S	M	T	W	R	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

May 2, 2019

1	2018-2019 EAC GRANT: Approve award recipient
2	
3	
4	
5	
6	

PROPOSED EAC SCHEDULE

June 6, 2019

June-19						
S	M	T	W	R	F	S
						1
2	3	4	5	6	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

1	<u>EAC GRANT RECOGNITION CEREMONY:</u> Presentation.
2	
3	
4	
5	
6	

PROPOSED EAC SCHEDULE

August 1, 2019

August-19						
S	M	T	W	R	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

1	<u>QUARTERLY UST REPORT:</u> Update
2	
3	
4	
5	
6	

PROPOSED EAC SCHEDULE

N/A

July-19						
S	M	T	W	R	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

1	<u>NO MEETING</u>
2	
3	
4	
5	
6	

PROPOSED EAC SCHEDULE

September 5, 2019

September-19						
S	M	T	W	R	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

1	<u>PUBLIC TRANSPORTATION & PARKING COMMISSION:</u> Update (E. Kane)
2	
3	
4	
5	
6	

PROPOSED EAC SCHEDULE

October 3, 2019

October-19						
S	M	T	W	R	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

1	<u>2019-2020 EAC GRANT:</u> Discussion
2	
3	
4	
5	
6	

PROPOSED EAC SCHEDULE

November 7, 2019

November-19						
S	M	T	W	R	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

1	<u>2019 GOALS & OBJECTIVES:</u> Discussion
2	<u>COUNCIL PRESENTATION:</u> Discussion
3	
4	
5	
6	

PROPOSED EAC SCHEDULE

December 5, 2019

December-19						
S	M	T	W	R	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

1	<u>COUNCIL PRESENTATION:</u> Review Draft
2	<u>STORMWATER:</u> Annual report to State
3	<u>2019 GOALS & OBJECTIVES:</u> Review Draft
4	<u>QUARTERLY UST REPORT:</u> Update
5	
6	

PROPOSED EAC SCHEDULE

January 2, 2020

January-20						
S	M	T	W	R	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

1	<u>ELECTIONS</u>
2	<u>COUNCIL PRESENTATION:</u> Finalize
3	<u>2019 GOALS & OBJECTIVES:</u> Finalize
4	<u>DRAFT CALENDAR:</u> Review
5	
6	


ATTACHMENT C

(Council Presentation)


Action: For your information.



City Council Meeting
January 7, 2019




Item ?
Presentations by Boards and Commissions:
Environmental Advisory Commission




Environmental Advisory Commission

- Durk Tyson, 2018 Chair
- Emilie Kane, 2018 Vice-Chair
- David Ames
- Drake Brinkley
- Nathaniel Hamilton
- Diego LLerena
- Ann Maxwell




Support to EAC

- Brian Meyerhoeffer – Council Member (current)
- Kevin Mulligan – Public Works Director
- Daryl Norris – Civil Engineer II
- Lisa Kirby – Senior Engineer
- Amanda Braddy – Administrative Assistant



EAC Goals

1. Explore feasibility of Sustainability Coordinator for the City of Greenville.
 Actions:
 - a) Request a meeting with the City Manager as well as discuss with Council Members and City Staff to discuss the feasibility of a Sustainability Coordinator
 - b) Collaborate with ECU to supply information, reports and studies to examine this requested position.
 - c) Collaborate with existing Sustainability Office with East Carolina to discuss sustainability efforts.



EAC Goals cont'd.


2. Identify and deploy ways to promote environmental education and engage citizens (including students) in addressing environmental [sustainability] issues.
 Actions:
 - a) Increase public awareness of the Watershed Master Plans.
 - b) Continue to administer and champion the EAC Grant Program.
 - c) Develop educational segments that highlight EAC's mission and current initiatives.
 - d) Increase recycling initiatives.
 - e) Encourage implementation of environmental initiatives from the City's Horizon's Plan.

EAC Goals cont'd.

3. Continue to increase deliberate and intentional engagement with Council and other Boards and Commissions.

Actions:

a) Assign commission members (liaisons) to follow Boards and Commissions that may consider and/or advise on environmental issues. The liaisons will provide quarterly updates to EAC on topics that have potential for partnering or collaboration.




EAC Goals cont'd.

4. Seek ways to conserve and protect our water resources.

Actions:

a) Provide guidance and recommendations to City Council on the utilization of the Watershed Master Plans. This includes water quality monitoring results completed as part of the master planning process.




EAC Goals cont'd.


5. Identify and suggest ways to reduce greenhouse gases and air pollution generated by municipal operations.

Actions:

a) Revisit the Cool Cities Initiative and assess the need for a subcommittee that can focus on municipal operations and make recommendations for improvements (Greenville Climate Protection Partnership).

b) Prepare resolution focusing on recommendations made by subcommittee if applicable.





EAC Goals cont'd.


6. Identify and suggest ways to increase energy conservation and renewable energy production.

Actions:

- a) Facilitate Commission and/or Council presentation on renewable energy options for City activities.

STATUS: In partnership with Sierra Club, EAC will continue collaboration in presenting a Clean Energy Discussion to highlight best management practices that may be utilized within the City of Greenville.

- b) Develop resolution focusing on adoption of renewable energy initiatives.



Thank You

ATTACHMENT D

(Quarterly UST Report)

Action: For your information.

January 2019 UST Report (as of 1/2/19)

Date Occurred	Incident Name	Address	Close Out	Contamination	Comment
8/29/2018	Fuel Doc 7 / Oasis 7	2130 Greenville Blvd		NO	8/16/18 one 12,000 gas UST closed in place. Soil samples and gw sample collected. Lab results indicate a release.
8/21/2018	MCAULIFFE PROPERTY (MAURA)	413 E Longmeadow Rd		GW	RELEASE CONFIRMED VISAULLY AND BY ODOR IN SOILS BENEATH 1000 GALLON HHO UST. NO FP, NO WSW WITHIN 150 FEET. NRP FOR SOIL AND GW
8/16/2018	Carlton Residence Estate	1735 Beaumont Drive	10/5/2018	GW	280 gallon ust removed. Soil borings confirmed contamination and visible inspection of ust. Water and sludge removed on 8/27/18. 8/28/18 ust filled in place
8/7/2018	MERRITT RENTALS	822 Dickinson Ave		SL	ON BEHALF OF NCDOT, TERRACON OVERSAW REMOVAL OF 2 ORPHAN USTS (5K,10K) WITHIN DOT EASEMENT. IMPACTED SOIL ENCOUNTERED AROUND EACH TANK. GW WAS ENCOUNTERED IN THE 10K EXCAVATION. USTS NOT OWNED BY DOT, OWNED BY MERRITT RENTALS. NO OVER EXCAVATION CONDUCTED. SOIL SAMPLES CONFIRM RELEASE.
8/1/2018	SPEEDWAY #8204	1601 SE Greenville Blvd		SL	ASSESSMENT PRIOR TO UST REMOVAL SCHEDULED 10/2018. FOUR SOIL SAMPLES COLLECTED HAD ELEVELATED CONCENTRATIONS. CLOSURE REPORT TO FOLLOW.

Date Occurred	Incident Name	Address	Close Out	Contamination	Comment
7/31/2018	Former Carawan Oil Company	2000 Block of Dickinson Ave	10/12/2018	SL	2 potential orphaned tanks. I was a mechanics pit, other was UST. Vacuum truck to remove liquids, No GW encountered. Closure samples above detection, but below action level. NFA clean closure issued.
3/26/2018	WAKE FOREST PROPERTIES RESIDENCE	1909 Fairview Way Rd	10/18/2018	GW	PHASE 1 ESA PERFORMED. TPH DRO OF 2570. NRP FOR SOIL AND GROUNDWATER REQUESTED. DUPLICATE ENTRY FOR SAME INCIDENT UNDER # 38731. 38731 DELETED FROM DATABASE AND FILE DATA COMBINED WITH 38694.
1/20/2000	STOP SHOP	213 E 5th St	12/10/2018	GW	CLOSE TANKS, LSA DUE 9/14/2000; NOV for LSA sent 4/27/01. ////2009 TANK CLOSURE, GW EXCEEDS 2L BUT BELOW GROSS. SOIL ABOVE RES.MSCCS. AT FOUNDATION AND DISPENSERS. WARO REQUESTS CONFIRMATION SOIL SAMPLES AT DISPENSERS TO DETEREMINE IF ADDITIONAL SOIL EXCAVATION IS NEEDED. DUE WITHIN 45 DAYS OF 2/3/2010. Rank Low, NRP for soil and groundwater.
5/17/1995	SAM POLLARD AND SONS, INC.	400 W 10th St	11/2/2018	GW	LSA DUE 5/13/99; CLARK OIL COMPANY OWNER AND SAM POLLARD & SONS OPERATOR