



1200 Wilmette Avenue  
WILMETTE, ILLINOIS 60091-0040

**MEETING MINUTES  
ENVIRONMENTAL AND ENERGY COMMISSION**

**WEDNESDAY, March 3, 2021**

**6:30 P.M.**

**VILLAGE HALL COUNCIL CHAMBERS – REMOTE MEETING  
(VILLAGE HALL CLOSED DUE TO THE VILLAGE PRESIDENT’S DELCARATION OF  
LOCAL DISASTER AND PUBLIC HEALTH EMERGENCY ORDER)**

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**Members Present:** Julie Wolf, Chair  
William Muno  
Joel Feinstein  
Amanda Ault  
Bruce Davidson

**Members Absent:** Arthur Haut  
Kenneth Parkhill  
April Cesaretti

**Staff Present:** John Adler, Director of Community Development  
Kate Amoruso, Assistant to the Director of Engineering & Public Works  
Kate McManus, Planner III  
Alex Arteaga, Management Analyst

**Guests:** Michele Thorne

**I. CALL TO ORDER**

Chair Wolf called the meeting to order at 6:42 P.M.

Chair Wolf reminded Commissioners that due to the remote meeting, all votes would require a roll call. Ms. Amoruso provided a roll call vote to take Commissioner attendance, Commissioners Wolf, Feinstein, Ault, Davidson, and Muno were in attendance.

**II. APPROVAL OF MINUTES**

Chair Wolf directed the Commission’s attention to the draft minutes of the Environmental and Energy Commission meeting of January 18, 2021.

Chair Wolf called for a motion to approve the minutes, Commissioner Muno motioned to approve the minutes, Commissioner Feinstein seconded the motion, and Ms. Amoruso called a roll call vote on the approval of the minutes. All Commissioners in attendance voted in favor of approving the minutes, and the January 18, 2021 minutes were approved as drafted.

### **III. CHAIR'S REPORT**

Being the first meeting for Commissioner Davidson, Chair Wolf asked Commissioner Davison to introduce himself to fellow Commissioners. Commissioner Davison noted that he has extensive experience on working in environmental matters in both Illinois and Florida, and that he pursues sustainability issues in his free time, for example, the use of solar panels on his home. Chair Wolf informed the Commission that the Village's Master Bike and Active Transportation plan was adopted by the Wilmette Village Board in February, and is happy to see the incorporation of said plan within the EEC's Draft Sustainability Plan.

### **IV. STAFF REPORT**

Mr. Arteaga informed the Commission that the meeting packet included an updated Draft Sustainability Plan, noting that it now includes feedback from Village staff. Mr. Arteaga explained that the Commission should determine how they want to go about finalizing the plan and incorporating said staff feedback. Next, Mr. Arteaga discussed the formation of EEC working groups, noting that working group assignments will be discussed at a later point in the meeting. Mr. Arteaga reminded the Commission that the Draft Sustainability Plan will eventually make it to the Administration Committee of the Village Board, however, the Draft Sustainability Plan would not be reviewed by the Administration Committee until after the April 6 consolidated election and until potential new Village Trustees are seated.

Chair Wolf mentioned that she was pleased with the staff feedback that was provided on the Draft Sustainability Plan. Commissioner Muno added that a reoccurring comment he noticed from the staff was that some portions of the plan seem to be reoccurring or very similar to other topics discussed in various chapters. As such, Commissioner Muno added that he thinks adding in references to other sections of the Draft Sustainability Plan would be ideal, showing that the chapters build off of each other. Chair Wolf agreed and noted that incorporating references to other Draft Sustainability Plan chapters would be smart. Ms. Amoruso added that staff comments regarding similar topics mainly came from Public Works and Forestry, and that it's ok to have similarly written goals in various chapters, but the EEC should ensure that no portion of the Draft Sustainability Plan contradicts language in the various chapters of the plan.

### **V. SUSTAINABILITY PLAN UPDATE & DISCUSSION OF SUSTAINABILITY INITIATIVES**

Chair Wolf discussed Chapter 1, noting that she believes information about the color scale of LED lighting should be included in the section, Chair Wolf added that this suggestion comes from information received at a recent Dark Skies webinar that she attended. Chair Wolf also added that she had been contacted by some residents regarding residential fire pits. As such,

Chair Wolf thinks the Draft Sustainability Plan should address residential fire pits to ensure residents concerns are being responded to. Commissioner Feinstein asked if there were any current Village ordinances regarding residential fire pits, and if there were none, that the language in the Draft Sustainability Plan could be revised to suggest such an ordinance. Mr. Adler added that air pollution standards have been reviewed by Village staff and that this topic is a popular point of discussion for many Wilmette residents. Chair Wolf asked about enforcement of current Village ordinances regarding fire pits, Mr. Adler added that the Fire Department usually reviews such complaints and that they have the ability to determine if a fire pit is negatively affecting neighboring residents.

Next, Mr. Arteaga discussed the rosters of EEC working groups for 2021 sustainability initiatives. The three working group topics are renewable energy, urban forest preservation and native habitats. The native habitats working group includes Chair Wolf and Commissioner Feinstein, Commissioners Munoz and Ault were assigned to urban forest preservation, and Commissioners Davidson and Cesaretti were assigned to the green energy working group. Mr. Arteaga noted he was still awaiting responses from Commissioner Parkhill and Haut, and that they will be assigned to working groups as the Commission sees fit. Mr. Arteaga noted that the Commission will need to determine how to move forward regarding working groups and that there are plenty of resources that Commissioners can take advantage of when starting research. Commissioner Munoz suggested that his assignment and Commissioner Davidson's assignments be switched, moving Commissioner Munoz to green energy and Commissioner Davidson to urban forest preservation. Commissioner Ault added that since she's been working on the sustainable communities chapter of the Draft Sustainability Plan, she thinks her knowledge would be a better fit for the native habitats working group. Chair Wolf added that she would be willing to switch assignments with Commissioner Ault. The urban forest preservation working group will include Chair Wolf and Commissioner Davidson, the native habitats working group will include Commissioner Ault and Commissioner Feinstein, and the renewable energy working group will include Commissioners Munoz and Cesaretti. Commissioner Ault added that sharing Commissioner contact information would be helpful with the addition of Commissioner Davidson to the EEC, Mr. Arteaga responded that he would be happy to share contact information.

Chair Wolf asked Mr. Arteaga to review meetings guidelines for the Open Meetings Act regarding the sharing of information in working groups, Mr. Arteaga added that he believes Commissioners can't contact more than one other Commissioner at a time. Commissioner Munoz added that it's a violation of the Open Meetings Act when the majority of a quorum or more of Commissioners are in contact with one another, the EEC has a quorum of 5 members, so any conversations held between more than two Commissioners in private would be in violation of the OMA. Chair Wolf added that since many individuals have reached out to the EEC expressing interest in assisting with research, non-commissioners involvement in discussions will not provide the grounds for a potential OMA violation.

Commissioner Ault asked for clarification on the goal of the Commission's working groups, Chair Wolf and Mr. Arteaga responded that the Commission has two main initiatives currently, finalizing the Draft Sustainability Plan and researching topics within their assigned working groups. The goal of the working groups is to conduct deeper research on topics

covered in the Draft Sustainability Plan, thus allowing the Commission to take action steps on certain sustainability topics. Ms. Amoruso added that the 2022 Village budget cycle starts in the summer of 2021, so any action items that include a budget requirements needs to be communicated to Village leadership early on in the budgeting cycle.

Commissioner Davidson asked what would be the best process to communicate between working groups in terms of passing on resources and information, Chair Wolf responded that sending materials to Mr. Arteaga would be preferable, Mr. Arteaga concurred saying he would be able to forward information and resources as necessary between Commissioners and separate working groups.

Chair Wolf then reviewed which Commissioners have been assigned to certain Draft Sustainability Plan chapters. Following the resignation of Commissioner Boyd, Chair Wolf noted that Commissioners Muno and Parkhill helped with finalizing chapter one (climate), chapter three (energy) is assigned to Commissioner Cesaretti, chapter four (land) has been assigned to Commissioner Parkhill, Chapter five (leadership) is assigned to Chair Wolf, Chapter six (mobility) is assigned to Commissioner Feinstein, chapter seven (municipal operations) is assigned to Village staff, chapter eight (sustainable communities) is assigned to Commissioner Ault, chapter 9 (waste/recycling) has been assigned to Commissioner Haut with the staff's assistance, and chapter ten (water) has been assigned to Commissioner Muno.

Commissioner Muno noted that at a previous meeting, staff mentioned there may be two new Environmental and Energy Commissioners, and if there was any update on that front. Chair Wolf noted that Commissioner Davidson was added to the EEC, but there was no news on an additional appointment. Mr. Arteaga noted that another resident was being seriously considered for the Commission but had to withdraw their application due to a potential move.

Commissioner Feinstein circled back to a discussion on the Draft Sustainability Plan, asking if a temperature degree threshold (under 3,000 degrees Kelvin) for LED lights could be added to the plan. Chair Wolf added that she had downloaded a smart phone app that allows you to track the temperature of certain lights and how she went around to various parts of the Village to track bulb temperatures. Ms. Amoruso added that Public Works has recorded green light poles throughout the Village as registering at or below 2,700 degrees kelvin and larger concrete polls measuring closer to 4,000 degrees kelvin. Ms. Amoruso added that Metra station lots are rather outdated, as such, they have been identified to be replaced by the Village as soon as possible. Commissioner asked about ownership of the Metra lots, Ms. Amoruso added that the Village does not own the lots, however, Village staff are in charge of upkeep for many aspects of the Metra lots. Chair Wolf added that bird migration season will soon begin, as it occurs in the Spring and Fall. As such, accounting for migratory bird patterns and the effects that bright bulbs have on birds needs to be considered.

Chair Wolf noted that timing is of importance regarding the finalization of the Draft Sustainability Plan, Commissioner Davidson volunteered to help with finalizing chapter two (economic development) considering the chapter was previously assigned to Commissioner Kim who is no longer a member of the EEC. Ms. Amoruso added that reaching out to the Village's Business Coordinator, Lucas Sivertsen would be ideal since he would have a lot of

knowledge to contribute towards economic development. Mr. Arteaga added that he would be happy to forward Lucas' information to Commissioner Davidson. Mr. Arteaga asked for all Commissioners to get a finalized chapter back to Village staff by Wednesday, March 31<sup>st</sup>. Mr. Arteaga added that he could forward helpful resources such as a reference guide and guidelines for chapter finalization to all Commissioners. Commissioner Davidson added that as a newcomer to the Commission, he could tell that separate chapters of the Draft Sustainability Plan were authored by different people, so an effort to provide more continuity and uniformness throughout the plan would be ideal. Mr. Arteaga, Ms. Amoruso, and Chair Wolf noted that they would meet to discuss chapter finalization guidelines which will then be communicated to all Commissioners. Commissioner Feinstein suggested to Commissioner Davidson that the GRC2 spreadsheet that includes subtopics for all sustainability chapters may be a good guide for when he's drafting Chapter two. Ms. Amoruso added that the spreadsheet can be accessed by using a link included in the Draft Sustainability Plan. Commissioner Feinstein briefed the Commission on the Envision survey that was published by the Institute for Sustainable Infrastructure, noting that the survey was developed as a way for organizations to track their sustainability footprint in regards to new infrastructure projects. Commissioner Feinstein added that perhaps the Village's Public Works Department could utilize the survey.

To wrap up the conversation, Chair Wolf noted that the Commission is hoping to meet again soon following the submission of completed Draft Sustainability Plan chapters from all Commissioners to Mr. Arteaga, and that Commissioners can expect to receive guidelines from Mr. Arteaga soon.

## **VI. PUBLIC COMMENT**

Mr. Arteaga noted that no public comments had been received at [publiccomment@wilmette.com](mailto:publiccomment@wilmette.com) and no public comments were provided through YouTube Live.

Michele Thorne expressed her interest in the Draft Sustainability Plan, specifically the plans focus on residential gardening features and the Master Bike and Active Transportation Plan. Ms. Thorne also noted her interest in the Water chapter, citing the information provided over the sale of water to other communities by the Village, and how it makes up an important revenue stream. She also expressed her interest on the topics of open spaces, grading, and more sustainable dieting. Last, she expressed interest in the possibility of incorporating strict dark skies ordinances, and explained that the Village would need to review its enforcement procedures of such ordinances. Commissioner Feinstein added that she should submit a Talent Bank Questionnaire to become an Environmental and Energy Commissioner if interested. Ms. Amoruso added that suggestions to the Draft Sustainability Plan are welcome, so she and other residents can contact the Village regarding the plan as they would like.

## **VII. ADJOURNMENT**

Commissioner Munro moved to adjourn the meeting and Commissioner Ault seconded the motion. Ms. Amoruso provided a roll call on the motion to adjourn the meeting, all

Commissioners present voted in favor of adjourning the meeting. The meeting was adjourned at 7:47 P.M.

Respectfully Submitted,  
Alex Arteaga  
Management Analyst, Village Manager's Office