

Energy Plan Commission

Meeting Minutes March 16, 2022

Regular Meeting (WebEx)

Attendance: Commissioners: Alison Hoxie, Gary Olson, Cassandra Theisen, Robert Reichert, Brian Hinderliter, Fosam Foncham, Nate Lacoursiere.

City Staff: Mindy Granley, Sustainability Officer; Mike LeBeau, Construction Project Supervisor; Alex Jackson, Energy Coordinator; Jim Filby Williams, Director – Property, Parks, & Libraries; Paul Johnson, Fleet Services Manager; Jennifer Ondrik, Administrative Specialist.

Call to Order:

The meeting started at 4:07 pm.

Old Business:

Fleet Standards Update – Paul Johnson, Fleet Services Manager, updated the Commission on the progress made in the development of a City vehicle replacement policy. He shared the philosophy and need to move toward more sustainable replacements and that the aim is that the rolling stock of fleet equipment is managed in a cost effective and environmentally friendly manner to ensure progress on our greenhouse gas reduction efforts.

Officer Elections - The Commission elected Gary Olson to serve as Vice Chair for 2022.

Vote: 6 – Yes, 0 – No, 1- Abstain (Olson).

New Business:

2021 Year in Review - The Commission reviewed and adopted the 2021 year in review document put together by Commissioners Hoxie & Theisen. **VOTE: 7 – Yes, 0 - No**

Energy Coordinator Updates – Alex Jackson reported that he has been very busy with the City Hall MEP Project and that the design plans are ~90% completed. He reported that the Facilities maintenance group will be getting an electric truck (F-150) for use in the department. There are several efficiency projects and lighting improvement projects going on at both Lafayette & Portman Community Clubs.

Mike LeBeau reported that the Projects team is currently undertaking ground improvements around City Hall including the installation of several EV level 2 chargers. His group is also in the process of selecting a design firm for the Spirit Mountain Chalet.

Sustainability Update – Mindy updated the Commission on the work she has been up to over the past months. In February, Mindy, Mike, & Alex presented the new owner performance requirements (OPR) at the Energy Design conference in February, this document was very well received and they got several follow-up questions from conference attendees. She indicated that site work and planning is underway for the Allete solar array (1.6 megawatt) on the City's Tree Farm property on Riley Road. Construction will begin in early spring and is expected to be completed in 2022. Hannah Zahn-Hess, Sustainability assistant, has completed her work on sustainable purchasing. She conducted intense research on best practices related to purchasing

policies. She will be finalizing her recommendations in April. Finally, she reminded the Commissioners that the Climate Action Workplan (CAWP) is published now. This document highlights and structures the City's plan to drive climate action over the next 1-5 years.

See: https://duluthmn.gov/media/12752/duluth-cawp_final_and_financememo.pdf

Future Meeting Topics / Announcements:

This will be the last meeting for both Commissioner Lacoursiere and Commission Foncham. City staff will work to advertise, interview and fill the two vacant seats on the Commission with the hope that the new candidate's will be onboard by the May meeting. The Commission will be discussing 2022 goals at the May 18th meeting.

Public Comment:

None

Adjournment:

There was a motion to adjourn the meeting at 5:35 PM, M/S/C.