

**ENVIRONMENTAL ADVISORY COMMISSION MINUTES**  
**February 7, 2013**

**1. CALL TO ORDER**

Members of the Environmental Advisory Commission met on the above date at 5:30 p.m. in the Conference Room of the Public Works Facility. Mr. Bob Chin, Chairperson, called the meeting to order and welcomed members and guests. The following attended the meeting:

**2. ROLL CALL**

**MEMBERS:**

Dr. Michael Behm  
Dr. Robert Chin  
Ms. Laura Williamson

Mr. Owen Burney  
Mr. Hugh Cox

**OTHERS PRESENT:**

Kevin Mulligan, City of Greenville  
Kinsey Holton, City of Greenville  
Amanda Braddy, City of Greenville

**3. ADDITIONS/DELETIONS TO THE AGENDA**

Discussion on the plastics brochure was added to the agenda.

**4. APPROVAL OF JANUARY 3, 2013 MINUTES**

Mr. Burney made a motion to accept the January 3, 2013 minutes as presented. The motion was seconded by Ms. Williamson and the motion passed unanimously.

**5. PUBLIC COMMENT PERIOD**

There were no public comments.

**6. NEW BUSINESS**

**A. Announcements**

- Mr. Holton announced that he, Mr. Holley, and Mr. Scott Godefroy, City Engineer will be working with Professor Sid Mitra of ECU. Dr. Mitra's Environmental Forensic Course will be working to trace organic contaminants in the environment. A field trip for one of Dr. Mitra's classes will be set up in March 2013 to visit the Town Creek area, the Third Street diesel spill location, and the Imperial Tobacco Warehouse. The class will also establish monitoring of water and air quality in the Town Creek area for the remainder of the class cycle.
- Mr. Mulligan mentioned the Sustainability Plan the City was in the process of development. Mr. Mulligan stated that the initial plan would focus on operations within the City by City personnel and that he would like to see the plan completed within the next year. Mr. Mulligan also stated his desire would eventually include the entire City and to reduce the carbon footprint within the next ten (10) years.
- Mr. Chin also informed members that he would be unavailable for the March and April

EAC meetings and Mr. Anderson, Vice-Chair, would be conducting these meetings.

### **C. Strategic Planning for Goals & Objectives**

Dr. Chin began the discussion by addressing the email that was sent to EAC members. Dr. Chin asked how the goals and objectives for EAC were established. Ms. Williamson stated in her previous tenure as Chairperson, the goals and objectives were passed along to her. Dr. Chin then questioned how the 2013 EAC Priorities were established. Ms. Williamson made a motion to have the goals and objectives be reviewed, revamped and to propose new or revised goals. Mr. Cox seconded the motion. Dr. Behm stated he felt the motion should be amended to have the goals and objectives be measurable with actions and progress of the items. Ms. Williamson revised her motion to include Dr. Behm suggestion. The revised motion was seconded by Mr. Cox and passed unanimously.

Dr. Chin asked for a volunteer to work on the new or revised list of goals and objectives. Ms. Williamson suggested including the Grant Program as a goal with the measurable action being, at this time based on the funding of the Grant, increased water quality within the community. Ms. Williamson also suggested the development of the Sustainability Plan as a goal for the EAC and the measurable outcome would be the implementation of the plan by City Council. Dr. Behm stated he felt more interaction and engagement with City Council should be a goal of EAC as well. Dr. Behm volunteered to work on revising, revamping the goals and objectives and will email the list to members by Friday, February 15, 2013. With this, Mr. Cox made a motion to have Dr. Behm work on the goals and objectives. Ms. Williamson seconded the motion and the motion passed unanimously.

## **7. OLD BUSINESS**

### **A. EAC Grant Program**

Dr. Behm sent an email to members with a revised timeline of the proposed EAC grant program. Mr. Holton commented the schedule was initially established to allow a ceremony to be held in June to recognize the work of the current grant program and to present the upcoming award to the new grant program.

Ms. Blackburn commented the timeline was also established with an academic calendar year and the City's fiscal calendar year as well. This allowed school entities to apply for the grant and complete the work within their schedule. Dr. Behm commented he had obtained the contact information for the Science Coordinator for Pitt County Schools and would be in contact with them to publicize the grant information with teachers.

Dr. Behm also asked if an application package was available. Ms. Williamson informed Dr. Behm the application package was online and asked Mr. Holton to forward that information to Dr. Behm. Ms. Williamson also asked if the two page fact sheet should be revised to include information on the current grantee (Wahl-Coates) to showcase the work completed.

The timeline for the grant program was modified as follows:

- |                                                       |                |
|-------------------------------------------------------|----------------|
| • Publicize and advertise the current grant program   | March 7, 2013  |
| • Receive at least 2 viable and fundable applications | April 22, 2013 |
| • Distribute applications to EAC members for review   | April 24, 2013 |

- EAC members vote to award EAC grant May 2, 2013
- Publicly award EAC grant June 6, 2013
- Monitor grantee – Receive quarterly updates November 7, 2013
- Seek new funding sources for 2014 grant December 5, 2013
- March 6, 2014
- Final report to EAC by 2013 grantee June 5, 2014

## **B. Plastics Brochure**

Ms. Williamson incorporated the changes discussed at the December 2012 EAC meeting and emphasized the environmental aspects of plastics versus the medical aspects. Ms. Williamson also revamped the inside panels of the brochure to reiterate which grades of plastics are recyclable. Ms. Williamson also stated she felt the right inside panel was too verbose and would like to condense this information and asked members to email her with suggestions. Ms. Williamson will have the final draft of the brochure at the March 7, 2013 EAC meeting.

## **8. OTHER– FYI**

### **A. UST/AST Report**

Dr. Chin questioned the relevance of the data of this report. Dr. Chin made a motion to have the UST/AST report be reviewed on a quarterly basis. A second was made by Ms. Williamson. Ms. Williamson asked the value of EAC's role in the review of this report. Mr. Cox stated he felt the report was valuable knowledge for EAC and would like to see the report; however he agreed that the information should be presented on a quarterly basis. Mr. Holton also informed the group that Mr. Holley asked for this information due to its impact on the environment of the City. Mr. Burney stated he would also like to see this information reported as it does impact the City and as an environmental commission, EAC should be knowledgeable if questions arise.

Dr. Chin rescinded his initial motion and Ms. Williamson made a motion to table the discussion to the March 7, 2013 meeting to obtain Mr. Holley's input on the report and EAC's role in the review process. This motion was seconded by Dr. Chin and passed unanimously.

## **9. PROPOSED AGENDA ITEMS – The following items are proposed for the March 7, 2013 meeting:**

- A. EAC Grant Program – Current Grant Update**
- B. Council Goals & Objectives – Review**
- C. Stormwater Annual Report**
- D. Plastics Brochure – Update**
- E. GTV – PSA – April, May, June**
- F. GCPP Update**
- G. UST Update Discussion**

## **10. Adjournment –There being no further business to discuss, the meeting adjourned at 7:15pm.**