



**This is an in-person meeting only
being held in the Community
Room at 933 Michigan Avenue.
This in-person location will meet
the legal requirement for our open
meetings.**

Members

- Alderperson Lang
- Alderperson Birr
- Heather Phelps
- Gregory Knight
- Robert Michitsch

AGENDA

SUSTAINABILITY COMMISSION

Date and Time:	June 4, 2026 5:30 PM	Location:	Community Room 933 Michigan Avenue, Stevens Point, WI
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Opening Section:

1. Roll Call.
2. Persons who wish to address the Sustainability Commission on specific agenda items must register their request at this time.
3. Persons who wish to address the Sustainability Commission on non-agenda items must register their request at this time.

Discussion and Possible Action on:

1. Approve Minutes of the May 7, 2026, Sustainability Commission Meeting.
2. Presentation and discussion with Amanda Haffele, Director, Portage County Solid Waste, promoting waste reduction into landfills and Kelly Adlington of Bucket Ruckus, promoting organic waste recycling.
3. Heather Phelps, Sustainability Commission public engagement survey tool and survey questions discussion, timeline and approval.
4. Meeting with the Mayor. District 5 Alder, Allison Birr and Sustainability Commission chair, Greg Knight report on discussions with Mayor Wiza on the sustainability commissions work to date, member vacancies, organization & need for city support, future direction and priorities, Commission report/presentation to City Council November 16 meeting.
5. Discussion of Sustainability Commission 2026 meeting calendar updates.

Closing Section:

1. The next meeting is scheduled for August 6, 2026, at 5:30 p.m. in the meeting room of the Portage County Annex building at 1462 Strongs Ave, Stevens Point, WI. Presentation and discussion by Adam Kuhn, Associate Planner/Zoning administrator. Preliminary results of the city Greenhouse Gas (GHG) Inventory and potential uses for sustainability planning.
2. Adjournment.

PLEASE TAKE NOTICE that any person who has special needs while attending these meetings or needs agenda materials for these meetings should contact the City Clerk as soon as possible to ensure that a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715) 346-1569 or by mail at 1515 Strongs Avenue, Stevens Point, WI 54481.

Copies of ordinances, resolutions, reports and minutes of the committee meetings are on file at the office of the City Clerk for inspection during normal business hours from 7:30 a.m. to 4:00p.m.

PLEASE TAKE FURTHER NOTICE that a quorum of the Common Council may be in attendance at this meeting.

**CITY OF STEVENS POINT
SUSTAINABILITY COMMISSION MINUTES
May 7, 2025 - 5:30 PM Community
Room
933 Michigan Avenue, Stevens Point, WI**

Opening Section:

1. Roll Call.

PRESENT Heather Phelps, Robert Michitsch, Greg Knight, Alderpersons Sam Lang - District 9 and Allison Burr - District 5. Doug Stingle was absent.

OTHERS PRESENT **Speakers:** Katie Livernash, Community Development Educator, UW-Extension Portage County, Caity Carmody, Technical Coordinator and Analyst for Climate Pollution Reduction, Wisconsin Department of Administration, Office of Sustainability & Clean Energy, Climate Action Planning.

Members of the Public: Bill Fisher, resident. Jacqui Guthrie, District 2 Alder. Adam Kuhn, Associate Planner City of Stevens Point, Hadi Veisi, Assistant Professor, Sustainability & Resilience, UWSP.

2. Persons who wish to address the Sustainability Commission on specific agenda items must register their request at this time.

Jacqui Guthrie, Adam Kuhn, and Hadi Veisi spoke on meeting agenda items numbers 2, 3, and 4 on various issues and topics discussed by the commission during the facilitated commission discussion on the development of a city sustainability plan, planning process and goals, and public engagement process.

3. Persons who wish to address the Sustainability Commission on specific non-agenda items must register their request at this time.

There were no people who wished to address the Commission on non-agenda items.

Discussion and Possible Action on:

1. To approve the Minutes of the March 5, 2026, Sustainability Commission meeting.

Sam Lang **moved**, Robert Michitsch **seconded**, to approve the meeting Minutes of March 5, 2026.

Call for the Vote: Ayes: **All**
 Nays: **None**; Motion **Carried**

2. Presentation and facilitated discussion by Katie Livernash, UW-Extension and Caity Carmody, Wisconsin DOA to discuss with the Commission members the steps, timelines and actions needed for development of a city sustainability and climate resilience plan and development of recommendations for the Mayor and Common Council to consider.

- Caity Carmody and Katie Livernash presented using a power point presentation to describe sustainability, resilience, and climate action planning, purpose and powers of the Sustainability Commission, planning process steps and decisions, previous sustainability planning work completed by the city, community outreach and engagement processes.
- Katie Livernash used the handout; “Steven Point Sustainability Commission Planning Meeting Agenda” to guide and facilitate the presentations and discussions of the commission members and meeting attendees.

Recommended Planning Approach

- Use the greenhouse gas inventory as the baseline document for evaluating current conditions and establishing priority areas.
- Develop a public participation strategy during the early phases of the planning process.
- Consider issuing an initial broad community survey followed by a more detailed survey once planning options are further developed.
- Review adopted climate action plans from other Wisconsin communities and UWSP Office of Sustainability to inform topics, structure, language, and implementation strategies.
- Determine whether the final plan should be organized by Greenhouse gas emissions sector, by municipal operations and community-wide initiatives, or through another planning framework.
- Establish preliminary benchmarks for progress while maintaining flexibility as planning work advances.

3. Discussion on the Structure, process, and responsibilities for developing the City’s Sustainability Plan and formal recommendations.

Purpose of Meeting

- The commission met to review progress made during its first 1.5 years of work and discuss the next phase of sustainability planning.
- Prepare sustainability commission issues, plans and recommendations updates for the City of Stevens Point Mayor and Common Council at its regular November 16, 2026 meeting.
- The discussion focused on establishing a planning process, timeline, and priorities rather than finalizing a full sustainability plan.
- Prior city sustainability efforts, including the 2008 Path to a Sustainable Stevens Point and the 2017 update, were referenced as the sustainability commissions continuation of that work.

Planning Framework

- The presentation distinguished among mitigation, resilience, and adaptation as major planning lenses for climate and sustainability work.
- A climate action plan was described as a document that typically measures greenhouse gas emissions, tracks them over time, and identifies strategies for reduction.

- It was noted that planning and implementation can proceed in parallel, allowing the commission to weigh in on timely city decisions before a full plan is completed.

Key Topics Discussed

- **Public engagement:** Members discussed future surveys, stakeholder outreach, and broader community involvement as part of plan development. Members noted the importance of using language that connects sustainability work to practical community concerns and values.
- **Plan organization:** Discussion included whether future recommendations should be organized by sector, such as energy, buildings, transportation, and waste, or by categories such as city operations and broader community actions.
- **Greenhouse gas inventory:** The greenhouse gas inventory was repeatedly identified as a critical piece of information that will help the commission understand major emissions sectors and prioritize future recommendations.
- **City Hall project and capital decisions:** The commission discussed the new city hall project as an immediate opportunity to provide input on sustainability-related building features such as a solar array, covered parking, backup power, and broader energy modeling considerations.
- **Fleet planning:** Members discussed the value of a deeper look at city fleet management, replacement schedules, hybrid and electric vehicles, long-term cost savings, and emissions reductions.
- **Food waste and organics:** Food waste and organics diversion from landfills, composting, and related partnerships were identified as important topics to hold down landfill disposal costs, with interest in hearing from Bucket Ruckus and Portage County Solid Waste.

Decisions and Direction

- The commission agreed to continue developing a structured planning process rather than attempting to complete a full plan immediately.
- Members affirmed that the greenhouse gas inventory should inform future prioritization and recommendations.
- The group supported engaging in near-term city decisions when appropriate, even while longer-term planning remains underway.
- Consensus for briefing the Mayor now and later updating the Common Council on commission progress.
- Members supported drawing from the UWSP Office of Sustainability, Local Government Climate Coalition, and other municipal communities' examples for existing planning resources and ideas rather than beginning from scratch.

Next Steps and Timeline

- **June 2026:** Schedule Bucket Ruckus and Portage County Solid Waste for discussion of food/organic waste reduction in landfills and composting options.
- **July 2026:** No regular commission meeting scheduled.
- **August 2026:** The greenhouse gas inventory is tentatively expected to be presented to the commission.
- **Fall 2026:** Members expect to continue discussion of plan structure, public engagement, and recommendations.
- **November 16, 2026:** The Common Council was identified as a target date for a commission update.

Action Items

- Coordinate with the mayor regarding a meeting to discuss the commission's direction, issues, priorities, and opportunities for near-term input (Greg Knight, Chair).
- Communicate the commission's interest in reviewing sustainability-related aspects of the new City Hall project before final decisions are made (Greg Knight, Chair).
- Contact Bucket Ruckus and Portage County Solid Waste regarding possible attendance at the June meeting.
- Review model climate action plans and planning tools, including the Local Government Climate Coalition, Wisconsin Climate Table toolkit and examples from UWSP Office of Sustainability and other municipalities.
- Prepare to use the cities greenhouse gas inventory to guide future prioritization.
- Continue discussion of possible public engagement tools, including one or more community surveys (Heather Phelps).

4. Discussion on the progress to date.

- The commission has met with multiple city departments to understand current operations, existing sustainability practices, and opportunities for reducing energy consumption and greenhouse gas emissions through energy efficiencies, solar, electric versus gas power, hybrid and EV, tree planting & natural landscaping, water and waste management, etc.
- The commission has gathered substantial background information through presentations, meeting minutes, and related materials.
- Members discussed the value of existing local and regional resources, including UW-Stevens Point, Focus on Energy, Recycling Connections, and examples from other communities such as Middleton.
- Meeting minutes and prior presentations provide a substantial base of background information that can now be organized into findings and recommendations.
- The University of Wisconsin-Stevens Point was highlighted as a major local partner and resource, particularly because of its climate action and resilience planning work and technical expertise.
- Other useful reference points include the City of Middleton's sustainability commission model, Focus on Energy, Recycling Connections, and local organizations working on food waste and composting like Bucket Ruckus.
- Speakers emphasized that Stevens Point already has a meaningful history of sustainability work, so the task now is not to start from zero but to build on existing momentum.

5. Discussion on determining the next meeting date of the Sustainability Commission and its purpose.

- The next meeting is scheduled for June 4, 2026, at 5:30 p.m. in the Community Room at 933 Michigan Avenue, Stevens Point, WI. Presentation and discussion with Kelly Haffele, Director Portage County Solid Waste and Kelly Adlington, Bucket Ruckus on reducing organic waste going into landfills and recycling.

Closing Section:

1. **Adjournment.**

Alder Sam Lang **moved**, Robert Michitsch **Seconded**, to adjourn the Sustainability Commission Meeting at **8:00 p.m.**

Call for the Vote: Ayes: **All**
 Nays: **None**; Motion **Carried**

2025_2026 Meeting Calendar and Presentations [June 4, 2026](#)

Sustainability Commission

Date	Presentation	Description
January 21, 2025	Organization & Elections Mayor Wiza	Sustainability Commission organizational meeting.
March 6, 2025	Public Works	Scott Beduhn, Director: Streets, Fleet, Facilities, Resident garbage, compost, recycling.
April 3	Community Development -Planning & Zoning	Adam Kuhn, Associate Planner/Zoning: Wis Local Gov Climate Coalition, GHG Inventory.
May 1	Public Utilities and Central Transportation	Joel Lemke, Director.
June 5	Parks, Recreation & Forestry	Dan Kremer, Director
July 10 Field trip	Public Works. Scott Beduhn Chris Johnson	Garbage & recycling, Garage facilities planning & Sustainability. 5:30pm at 100 6 th Avenue.
August 19 Field trip	Public Utilities. Joel Lemke	Waste Water Treatment plant; Bio-gas, heat pumps, solar, E-gauge operations.
September 4	Community Development Adam Kuhn, Associate Planner/Zoning	Zoning code revision update. Green House Gas inventory status update.
October 2	Fire and Police Moody and Kussow	Fire, EMS, Police departments sustainable projects and plans.
November 6	UWSP office of Sustainability	Dave Barbier & Michelle Gullickson, Climate action planning and opportunities for collaboration.
December 4	Focus on Energy program	Sylvia Lopez, N Cent/N East Energy Advisor
2026		
January 8	No meeting	
February 5	City of Middleton	Middleton Sustainability Committee Zoom meeting, planning process and projects
March 5	Recycling Connections	Susan Schuller Executive Director and Rylee Mullikin. Downtown recycling program.
April 2	Meeting Cancelled	Ice storm
May 7	Commission work session Report outline, timeline for report, internal & public review, Work assignments.	Sustainability road map & plan development Katie Livernash, UW-Extension Caity Carmody, DOA office of sustainability
June 4	Portage County Landfill Organic waste recycling	Kelly Haffele, Director Portage County Solid Waste. Kelly Adlington, Bucket Ruckus

July 2	No meeting	
August 5	GHG inventory preliminary results, use in planning.	Adam Kuhn, Associate Planner/Zoning Administrator.
September 3	Commission report development, Public engagement.	Katie and Caity, Heather Phelps ?
October 1	Fleet management tools?	Department of public works
November 5 Nov 16	Report to Common Council & Mayor. Common Council meeting	Sustainability Commission report and future commission recommendations presentation to Mayor and Council.
December 3		
2027		

Potential Presentation and/or Topics for future Meetings

1. Modeling scenarios and sustainable planning priorities for Green House Gas (GHG) emissions using the ClearPath tool (Adam Kuhn – August 6)
2. Food waste diversion from landfills: Amanda Haffele Portage County Solid Waste Director and Kelly Adlington Bucket Ruckus.
3. Fleet management planning and replacement tools.
4. City facilities/buildings master planning for LEED.
5. Midwest Renewable Energy Association (MREA) site visit.
- ❖ Portage County Bicycle & Pedestrian Plan (safe streets, etc.)
- Planning meeting(s) to develop Sustainability Commission report, recommendations, road map, timelines, etc.
 - Caity Carmody, DOA Office of Sustainability & Clean Energy, sustainability, resilience, climate action planning.
 - Katie Livernash, Community Development UW-Extension Portage County, Community engagement tools.
 - Austin Holland, UWSP Center for Land Use Education, community sustainability and regional cooperation for sustainability, resilience, climate action planning.
 - Dave Barbier & Michelle Gullickson UWSP office of sustainability.
 - Hadi Veisi, Assistant Professor, TNR-UWSP, Sustainability & Resilience, Climate Adaptation. 715-346-2487, hadi.veisi@uwsp.edu