



Delaware County Sustainability Commission Meeting Minutes

Friday, 10/14/22 @ 2 p.m.

| Commission Members | Public |
|-----------------------|------------------|
| Francine Locke | Becca Yurkovich |
| Shawn Stancill | Sari Steuber |
| Carol Martsof | Danielle Floyd |
| Scott Sidlow | Howard Sherman |
| Ed Magargee | Ruth Abbe |
| Steve Clark | James McLaughlin |
| David Director | Melissa Muroff |
| Marc Manfre | |
| Jim Warner | |
| Laura Goodrich-Cairns | |
| Jaclyn Rhodes | |

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| Julie Prey | |
| Krystal Gauld | |
| Ed Orner | |

1. Welcome, Roll Call, and Interactive Question – Carol Martsof
 - a. Name one way that you are reusing items before recycling.
2. Approval of Meeting Minutes
 - a. Ed Magargee made a motion to approve. David Director seconded. Meeting minutes have been approved.
3. Appointment of New Members and Review of Terms and Member Roles
4. Reviewed existing members and introduced Julie Prey as a new member.
5. Review of Meeting Times and Schedule for 2023
 - a. The proposed meeting times and dates will remain as they have for the past year, alternating between Thursday evenings and Friday afternoon times on a monthly basis.
6. Review of the Sustainability Commission Charge
 - a. Becca Yurkovich reviewed the existing Charge.
7. Appointment of Officers
 - a. Co-Chair - Francine Locke was nominated and approved unanimously.
 - b. Co-Chair - Carol Martsof was nominated and approved unanimously.
 - c. Vice-Chair - Jaclyn Rhoads was nominated and approved unanimously.
 - d. Secretary - Shawn Stancill was nominated and approved unanimously.
8. Chief Sustainability Officer Update - Francine Locke
 - a. 2023 Budget Preparations are underway; Former Don Fuanella Site advisory committee and master plan development process; Green Ways Grant program applications are in; Purchase of new property which will help consolidate departments; Zero Waste plan draft; Sustainability Plan development; Pilot Waste Reduction Plan for Government Center and Courthouse RFP
 - b. Introduction of new planning director - Gina Burritt, starting 11/1/22
 - c. Planning Department is pursuing a PA DCNR grant application for Chester Creek Trail Knowlton Road Trailhead parking expansion - application deadline is 10/27/22
 - d. Vision Zero RFP Advertised - plan to reduce injuries and deaths by making roads safer
 - e. The Foundation for Delaware County - will help access charitable donations
 - f. Election campaign sign recycling event has been scheduled
 - g. 2nd Annual Delaware County Sustainability Conference will take place at Widener University. Day 1 will include a kick-off fundraising event on 6/7/22 and Day 2 will be a 3 track conference on 6/8/22.
 - h. PJM Cities and Communities Coalition - first meeting is in late October in Washington, D.C.

9. Zero Waste Update - Ruth Abbe

- a. Draft plan has been presented to the Advisory Committee. Comments have been requested by the end of November. There is still local data that has not been received
- b. The Implementation Plan is being worked on while awaiting feedback and data. An overview of the plan was provided.

Public Comment (SustainDelco@co.delaware.pa.us and from Zoom chat) - No questions or comments received.

10. Sustainability Plan Update - Becca Yurkovich

- a. High-level lookback was presented. The process started in 2020 and development will continue into 2023. Subcommittee process and meetings to date were reviewed.
- b. Final plan will be approved by the Sustainability Committee and sent to the County Council for final acceptance.

11. Capital Improvement Program and Public Works - Danielle Floyd

- a. CIP project overview
 - i. 2022 capital budget is \$57.4MM. FCNA immediate needs is roughly \$6.15MM for building improvements and \$600k needed for parks
 1. DCHD headquarters will be County's first LEED-EB certified building
 2. Investment in Parks and Open Space to improve and expand portfolio
 3. Conversion to an electric fleet and installation of EV charging stations
 - ii. 2023 proposed projects
 1. Creation of equitable & sustainable design standards
 2. Digitization of County records
 3. LED Exterior Lighting in County Parks
 4. Chester Creek trailhead improvements
 5. Renovation of Chester Campus at 5th and Penn
 6. EV charging infrastructure
 7. Purchase of EVs

12. Delaware County Conservation District Business - Ed Magargee

- a. Delaware County Sustainability Commission as Nominating Organization
 - i. Motion passed to request approval for nominating
- b. Removal of Farmer Director Requirement

13. Review Action Items from Last Meeting

- a. Repost open positions - action completed
- b. Confirm sub-committee invite list - action completed
- c. Subcommittee access to CIP - action completed

14. New Business – Commission Chair to ask group for new business

- a. No new business.

15. Set Action Items for Next Meeting - Commission Chair

- a. New Planning Director introduction at next meeting
- b. Share political sign recycling information
- c. Share JPM meeting information

Public Comment (SustainDelco@co.delaware.pa.us and from Zoom chat) - No public comments

16. Adjourn - meeting adjourned at 3:47pm.