



Village of Winnetka

Environmental and Forestry Commission Meeting

March 8, 2023 at 7:00 PM
Winnetka Village Hall Council Chambers - 510
Green Bay Road

AGENDA

- 1. Introduction & Chair's Remarks**
- 2. Public Comments**
- 3. Review and Approval of Minutes**
 - a. Approval of the February 8, 2023 Meeting Minutes
- 4. Old Business Updates**
 - a. Coal Tar Ban Report and Discussion
 - b. EFC Green Awards
- 5. New Business**
 - a. Village-wide Composting Program
 - b. Climate Action Plan Next Steps
- 6. Communications**
 - a. April Communication Items
 - b. May Communication Items
 - c. EFC Communications Calendar 2023
- 7. Committee/Staff Reports**
- 8. Open Forum**
- 9. Adjournment**

NOTICE

All agenda materials are available at villageofwinnetka.org (**Government > Council Information > Agenda Packets & Minutes**); the Reference Desk at the Winnetka Library; or in the Manager's Office at Village Hall (2nd floor). The Village of Winnetka, in compliance with the Americans with Disabilities Act, requests that all persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of the meeting or facilities, contact the Village ADA Coordinator, at 510 Green Bay Road, Winnetka, Illinois 60093, 847-716-3543; T.D.D. 847-501-6041.

WINNETKA ENVIRONMENTAL AND FORESTRY COMMISSION
REGULAR MEETING MINUTES
February 8, 2023

A record of a legally convened meeting of the Environmental and Forestry Commission of the Village of Winnetka, which was held in the Council Chambers at Village Hall, 510 Green Bay Road, Winnetka, Illinois, Wednesday, January 11, 2023, at 7:00 p.m.

Call to Order:

Chairperson Hanley called the meeting to order at 7:03 p.m.; Voting Members present: Commissioners Patrick Hanley, David Varca, Rosann Park-Jones, Ted Wynnychenko, and Liz Kunkle. Voting Members absent: Peter Eck. A quorum of presently appointed members was present. Village Council Representative absent: Andrew Cripe. Student Representatives Present: Scarlett Harper and Marcus Buccellato. Staff Liaison present: Diana Puga, Public Works Analyst. Public present: three.

1) Introduction & Chair's Remarks:

Chairperson Hanley called the meeting to order at 7:03 p.m. and welcomed all Commission members. Staff Representative Puga took roll call for attendance.

2) Public Comment:

No Public Comment.

3) Review and Approval of Minutes:

a) Approval of the February Regular Meeting Minutes

Commissioner Wynnychenko made a motion to approve the February 8, 2023, minutes. The motion was seconded by Commissioner Park-Jones.

AYES:	VARCA, PARK-JONES, WYNNYCHENKO, KUNKLE
ABSENT:	ECK
NAYS:	NONE

4) Old Business Updates:

a) Plan Commission/Winnetka 2040 Update

The Plan Commission held its regular meeting in January to discuss the 2040 Plan. The Commission will be hosting a special meeting on February 15, 2023, beginning at 7:00 PM. The Commission is scheduled to discuss the 2040 Plan with Village Council during the month of March. Members of the public wishing to provide comments on the 2040 Plan may do so by emailing the staff liaison, Ann Klaassen, at aklaassen@winnetka.org

The 2040 Plan provided to the Plan Commissioners was drafted differently than it had been presented the prior week. Due to the changes, the Plan Commission was not able to get through the substance of the plan, as the discussions were heavily surrounded by the

changes. From an environmental perspective, it was well integrated and had its own section as well.

b) Sustainability Coordinator Update

Chairperson Hanley met with Village Manager Bahan to discuss the Sustainability Coordinator position and the EFC will be preparing to present this initiative to Council potentially in March. Village Manager Bahan is in support of this initiative and has begun to delegate tasks to Village Staff, including tasking HR with developing a job description.

c) Naperville Renewable Energy Program Report

The Naperville Renewable Energy Program began in 2004, spearheaded by a group equivalent to Go Green Winnetka. The purpose of the program was to encourage sustainability efforts amongst residents. Residents and businesses may participate at different contribution levels, however there are requirements for benefitting from funding.

The Commissioners briefly discussed if Winnetka would like to begin a similar program and discussed attainable projects, such as attic insulation. The Commissioners discussed how the largest barrier in all initiatives is the awareness, technical assistance, and knowledge/accessibility of resources and less about the cost.

5) **New Business:**

a) Green Awards Update

At the time of the meeting, no submissions have been made.

b) Review of 2021 Draft Sustainability Plan

During the March meeting, the Commissioners will discuss how to structure a new sustainability plan and whether to keep the Greenest Region Compact 2 (GRC2) framework as the foundation or start with a new foundation.

c) Wellesley Tax Credit Coaching

The Commissioners discussed the newest initiative for the City of Wellesley, which was identified in the 2040 Comprehensive Plan as a comparable community to Winnetka. This initiative consists of residents meeting and working with heat pump consultants that trains them on to be advocates for heat pumps. The missing key component for implementing something like this in Illinois communities is the tax incentive provided by the State of Massachusetts.

6) Communications:

a) Approval of the March Communication Items

The Commissioners discussed the March Communication Items which included Coal Tar Sealant Reminder, Electronics Recycling Program Resuming, Spring Clean Up Week, EFC Tip: Use Your Car Less and Reduce Vehicle Idling. Commissioner Kunkle motioned to approve the February Communication Items and Commissioner Varca seconded the motion.

AYES: VARCA, PARK-JONES, WYNNYCHENKO, KUNKLE

ABSENT: ECK

NAYS: NONE

b) Discussion of the April Communication Items

The Commissioners reviewed the April Communication Items which include Composting available at the Yards, the Paper Shredding Event, Phosphorous Ordinance, Earth and Arbor Day, and Pesticide Alternatives.

7) Commission/Staff Reports:

Staff Liaison Puga asked if the Commissioners would like to proceed with the Mayor's Monarch Pledge Proclamation this year as it was done in the past. The Commissioners will review the action items and determine if they want to proceed beyond the proclamation.

8) Open Forum:

No reports.

9) Adjournment:

There being no further business, Chairperson Hanley asked for a motion to adjourn which was moved by Commissioner Wynnychenko and seconded by Commissioner Park-Jones. The motion passed; the meeting adjourned at 8:22 p.m.

Village / City	Contact/ Phone	Date Coal Tar Ban Enacted	Public / Private Property Ban? Ban on Sale?	Annual License \$	Enforcement?	Contractor Requirements?
Buffalo Grove	Administrative Services 847-777-6001	2020	2018: Cease use of coal tar sealants in Village parking lots/bike paths 2020: Ban on coal tar sealant use & sale	Contractor permits \$75		Paving contractors need to register with Buffalo Grove each year
Deerfield	Community Development Department 847-719-7484	2018	Banned the use & sale of coal tar pavement sealants	\$100	\$50-1,000 daily fine if violation of ordinance occurs; Village can revoke contractor license	Decal on windshield of contractor vehicle(s) required
Evanston	Community Development Department (reviews all applications for Pavement Sealant Licenses) 847-866-2931	2018	Banned the use on public and private property; also banned sale	\$100	\$150 fine/day of violation City of Evanston Community Development Department is authorized to enforce the ban	
Glenview	Community Development Department 847-904-4400	2018	Banned the sale and use of coal tar sealants	Glenview doesn't review or issue permits for sealing work unless it is included in a larger building plan Pavement sealing applicators are not required to register as a Village contractor	Building inspectors will check Safety Data Sheets (SDSs) which all construction companies must have at a job site; \$1,000 fine per day per violation	
Highland Park	City Manager's Office 847-926-1000	2017	Banned the use of coal tar sealants on public & private property; also banned sale of coal tar products	\$125	Homeowners who allow a professional service to use a driveway sealant derived from coal tar could face a fine of \$200-\$500 Do-it-yourselfers can also be penalized for using coal tar sealants	
Northbrook	Development and Planning Services Department 847-664-4050	2018	Banned the use of coal tar sealants within boundaries on commercial or residential driveways or parking lots	\$60	Paving contractors must have a current Village of Northbrook license, sign an affidavit acknowledging that they will not use coal tar-based sealants and are required to keep Safety Data Sheets (SDSs) to identify the materials used in their projects	
South Barrington	Building & Engineering 847-381-7513	2012: Ordinance passed 2016: Amended Ordinance passed (2016-1104)	Banned the use of coal tar sealants within the Village boundaries	Annual Fee \$100 Certificate of Liability sheet (Village as Certificate Holder) Safety Data Sheet (SDS) for sealant product to be used Application Form for Pavement Sealant License	A Code Enforcement Officer was recently hired to assist in the enforcement of the coal tar ban Village Engineer reviews the Safety Data Sheets & pH for sealant products before approval of license	Village website: 2023 Licensed Approved Vendors (3): • Kaplan Paving LLC • Hastings Asphalt Services Inc. • Barreca Blacktop Sealcoating Inc.
Vernon Hills	Community Development - Engineering Division 847-367-3704	2018	Banned the sale and use of coal tar sealants on public or private property		According to the Ordinance (2018-030): Penalty: Any person found violating this law shall be found guilty of a misdemeanor and shall be fined	
Wilmette	Deputy Village Clerk 847-853-7511	2017	Banned the sale and use of coal tar sealants, including the use of them to seal cracks in parking lots or driveways	\$80	\$250 fine per violation per day	1st violation = \$250 2nd violation = \$500 3rd violation = \$750
Winnetka	Public Works 847-716-3550	2014	Use of coal tar-based sealing agents is prohibited on all public and private driveways, parking lots and other roadway surfaces in the Village	Pavement Sealant Applicators Annual License \$250	Initial permit is needed for a new driveway; no permit is needed for resealing a driveway April 1st: Village sends out application forms to licensed contractors	Village website: 2022/2023 Licensed Vendors (7): • Kaplan Paving • Adolfo's Sealcoating & Landscaping • Schell Sealcoating, LLC • Total Paving & Brick Services, Inc. • Barreca Blacktop Sealcoating, Inc. • Kick Asphalt • Stringer Blacktop Sealcoating, Inc.



**VILLAGE OF WINNETKA
ENVIRONMENTAL AND FORESTRY COMMISSION**

Patrick Hanley, Chairperson
Elizabeth Kunkle, Commissioner
Rosann Park-Jones, Commissioner
David Varca, Commissioner
Ted Wynnchenko, Commissioner
~~Patrick Hanley, Commissioner~~
Andy Cripe, Trustee Representative
Marcus Buccellato, Student Representative
Scarlett Harper, Student Representative

GREEN AWARD NOMINATION

Green Awards were developed by the Village's Environmental and Forestry Commission to recognize properties, households, and businesses that demonstrate exceptional commitment to sustainable and environmentally-friendly practices within the Village of Winnetka.

Please complete the following information to nominate a property within Winnetka for a Green Award:

Property Address: 385 Winnetka Ave
Owner: D203, Dave Conway
Owner's Phone and E-mail: CONWAYD@NENTRIER.K12.IL.US
847-784-2071

1. Award Category (check all that apply):

- ☒ **Climate:** Projects that reduce greenhouse gas emissions, maintain clean and healthful air, and develop resiliency to climate change impacts.
- ☐ **Economic Development:** Project that promote innovation and cultivate local and sustainable development, jobs and businesses.
- ☒ **Energy:** Projects that reduce energy output such as increasing efficiency or utilizing renewable energy.
- ☐ **Land:** Projects that conserve, utilize or restore existing land (e.g., native plants).
- ☒ **Leadership:** Projects that work collaboratively towards a sustainable region or advocate for policies that align with sustainable practices.

Revised 12/30/2022



1. Name, Address, Phone Number and Email: _____

- ☐ **Mobility:** Projects that support safe, effective, and efficient transportation that uses resources wisely, integrate sustainability into transportation policies, programs and regulation, or promote public and sustainable transportation choices.

6. Photo: _____

7. Sign: _____

- ☐ **Municipal Operations:** Projects that lead by demonstrating sustainable values and practices, integrate sustainability into all municipal operations, operate a safe, clean and efficient fleet, collect and manage data to advance sustainability.

8. Sign: _____

9. Photo: _____

- ☒ **Sustainable Communities:** Projects that promote cultural vibrancy in the community; foster a culture of health, safety and wellness; increase access to sustainably grown local food; promote a sustainable identity for the community; or cultivate community values based on principles of sustainability.

10. Photo: _____

11. Sign: _____

- ☐ **Water/Stormwater:** Projects that filter stormwater runoff or store stormwater on property such as bioswales, rain gardens or rain barrels.

12. Photo: _____

13. Sign: _____

- ☐ **Waste & Recycling:** Projects that substantially reduce waste or use of recycled material. Such projects may include use of a composter, reusing recycled materials or diverting waste from landfills.

14. Photo: _____

15. Sign: _____

- ☐ **Innovation/Other:** All other projects that do not fit into an above category.

16. Photo: _____

17. Sign: _____

2. **Property Type** (check one):

- ☐ Private
☐ Commercial
☒ Public

18. Photo: _____

3. **Brief Description of the Project and Benefits** (use extra pages if needed):

See attached

4. **Approximate Date of Project Completion:** 2017 - West Wing
2023 - East Wing

Revised 12/30/2022



5. Name, Address, Phone Number and Email of Nominator: LIZ KUNKLE@GMAIL.COM
1303 HOLLY LN. 847-501-0302

6. Photos Enclosed Y

7. Signature of Nominator: Liz Kunkle

8. Signature of Property Owner: N/A

Please send this form with photos attached and other documentation, or direct questions, to:

Diana Puga, Public Works Analyst
1390 Willow Road, Winnetka, IL 60093
(847) 716-3550 or dpuga@winnetka.org

Guidelines:

- You can nominate your own property or as many projects as you like, as long as you get the owner's signature.
- The project must have been completed within the past 5 years.
- Commercial, public, or private properties are eligible.
- All applications are reviewed and awarded by members of the Environmental and Forestry Commission.
- Deadline for application is February 28, 2023. Awards are announced at the Village Council meeting closest to April 22nd (Earth Day).

Award Criteria:

Applications will be evaluated by the Village of Winnetka Environmental and Forestry Commission based on how well the projects or initiatives meet the following criteria:

- Positive Impact - The project must have a meaningful and demonstrable impact in Winnetka by helping protect the environment or enhance the quality of life for residents.
- Embraces Innovation/Creativity - The project should reflect a new concept, technology, or practice in Winnetka and should employ new ideas in the industry.
- Overcomes Challenges - The project should explain what challenges were overcome.
- Transferable - The project should be able to be replicated by others in similar situations.
- Demonstrates Initiative - The project should reflect how the individual or group took action to move sustainability forward in their position or community.

Revised 12/30/2022

New Trier High School's 2017 Winnetka Campus Facilities Project was awarded LEED Gold by the U.S. Green Building Council. Gold is the second highest level of achievement. It identifies New Trier as a "showcase example of sustainability and demonstrates [its] leadership in transforming the building industry."

LEED measures dozens of indicators in seven categories related to the building construction, systems, and the environment, and New Trier's final outcome was higher than the originally projected level of Bronze. Examples of some of the sustainable features in the new building include water use reduction, on-site renewable energy, light pollution reduction, and innovation in design. The building also features two green roofs with functioning patio areas, which offer practical benefits including vegetation that reduces air pollution, energy conservation, and extended roof life.

Beyond this work, New Trier has improved energy efficiency at both campuses through construction and implemented other initiatives to reduce its environmental impact and model that behavior for students, such as composting in the cafeterias. These efforts have been supported by an Environmental Committee that includes staff, students, parents and community members and meets quarterly.

Most recently, the New Trier Board of Education approved a plan to renovate and replace aging buildings on the East Side of the Winnetka Campus with new athletic and academic spaces that will expand student opportunities for generations to come without the need for a referendum. The District is seeking LEED certification for the new facility as well, which is scheduled to be completed by the beginning of the 2023 – 2024 school year.



April 2023 EFC Communications Content

1. Compost Available at Village Yards

E-Winnetka Newsletter

The Village offers free leaf-based compost material to residents beginning in Spring. Residents are welcome to pick up compost at the Public Works Facility located at 1390 Willow Road between 7:30 a.m. to 3:00 p.m. on weekdays. Residents are asked to supply their own container or bucket. Residents should call in advance to ensure there is an ample supply available.

2. Phosphorus Ordinance

E-Winnetka Newsletter

As a measure to protect water quality by reducing phosphorus runoff, the Village developed an ordinance banning the use of phosphorus-containing fertilizers within the Village. State law already prohibits the application of phosphorus-containing fertilizers by commercial applicators. The Village's ordinance complements the state law and allows exceptions for the Park District and residents when phosphorus doesn't naturally occur at high enough levels, is otherwise low, and for newly sodded or seeded lawns.

While phosphorus is an essential nutrient for healthy plant growth, it is already present in efficient levels in our local soils. The application of excess phosphorus degrades water quality by causing excessive growth of algae and other aquatic plants, depleting dissolved oxygen and reducing biodiversity. Because residents are no longer permitted to use phosphorus-containing fertilizers, phosphorus-free and organic fertilizers are an effective alternative that can be found at most hardware stores. If you have any questions, please contact the Public Works Department at 847-716-3568.

3. Earth Day – April 22, 2023 and Arbor Day – April 29, 2023

E-Winnetka Newsletter

Residents are encouraged to celebrate Earth Day on April 22, 2023. Earth Day has become a globally-recognized day dedicated to protecting our environment. First celebrated in 1970, Earth Day is now celebrated in more than 190 countries.

In addition to Earth Day, residents are encouraged to celebrate Arbor Day on April 28, 2023. The Village of Winnetka invites residents to come to the Public Works facility at 1390 Willow Road and

Village Hall at 510 Green Bay Road to obtain FREE tree seedlings. Arbor Day has been celebrated since the tradition first began in 1872 in Nebraska. Seasonal tree information displays along with free tree seedlings will also be available. Today Arbor Day is internationally recognized and celebrated in many countries around the world. Trees provide many social, ecological and economic benefits to our society worldwide. If you have any questions or need an inspection of your own trees, please call the Village Forester at 847-716-3589.

4. Pesticide Alternatives

E-Winnetka Newsletter

Pesticides are chemicals used to kill unwanted insects and pests (often mosquitoes). Often, they have negative effects on lots of other species, including bees, cats, fish, birds and even humans, especially children. There are many reasons not to use pesticides and plenty of alternatives. To keep your yard mosquito free without harming your bees, butterflies, pets and children, you could use safe repellents (be aware that many companies that advertise as organic and safe are not), mosquito repellent plants (such as lavender, marigolds, basil, sage, bee balm, lemongrass and rosemary), screened in porches (which allow outdoor bug free space) and eliminate standing water for mosquitoes to lay eggs. Before you use pesticides, consider what you are using in your yard and how it affects your animals and your neighbors.

May 2023 EFC Communications Content

1. Green Awards Recipients

Summer Winnetka Report & E-Winnetka Newsletter

(TBD after April 18th Village Council Meeting)

2. Stormwater Best Management Practices Guide for Residents

E-Winnetka Newsletter

In 2016, the Environmental and Forestry Commission developed a guide for homeowners of stormwater best management practices. This guide is a resource for homeowners to educate and give practical examples of ways to make properties stormwater-friendly. The recommended stormwater best management practices in this guide are intended to help with stormwater control and may not solve all stormwater problems. This guide can be found on the Village website: <http://www.villageofwinnetka.org/government/boards-and-commissions/environmental-and-forestry-commission/>. If you have any questions, please contact the Public Works department at 847-716-3568.

3. Environmental and Forestry Commission Recycling Tip - Break Down All Boxes

E-Winnetka Newsletter

Each ton of cardboard recycled saves 46 gallons of oil and 390 kWh of energy. The Village's recycling provider encourages the recycling of cardboard and other paper-based materials. Prepare cardboard for recycling by removing all materials in the box such as plastic wrap, polystyrene, and other packaging materials. Breaking down boxes saves storage space and reduces pick up costs. Keep cardboard dry and free from excessive food waste. Cardboard can get wet and still be recycled, but is more difficult to carry due to the added weight of the water.

4. Environmental and Forestry Commission Recycling Tip – Leave Lids on Plastic Containers

E-Winnetka Newsletter

To remove or not to remove lids when recycling? The Village's recycling provider, Lakeshore Recycling Systems, asks residents to leave caps on plastic bottles and glass jars when recycling. This keeps residual liquids contained and the small lids from clogging the sorting machines. Most plastic bottles are categorized as plastic #2, while their caps are plastic #5.

5. Pesticide Alternatives

E-Winnetka Newsletter

Pesticides are chemicals used to kill unwanted insects and pests (often mosquitoes). Often, they have negative effects on lots of other species, including bees, cats, fish, birds and even humans, especially children. There are many reasons not to use pesticides and plenty of alternatives. To keep your yard mosquito free without harming your bees, butterflies, pets and children, you could use safe repellents (be aware that many companies that advertise as organic and safe are not), mosquito repellent plants (such as lavender, marigolds, basil, sage, bee balm, lemongrass and rosemary), screened in porches (which allow outdoor bug free space) and eliminate standing water for mosquitoes to lay eggs. Before you use pesticides, consider what you are using in your yard and how it affects your animals and your neighbors.

EFC Communications Calendar		
Month	Item	Winnetka Report Deadline
<i>January 2023</i>	EFC Green Awards Application Reminder Reduce Energy Use & Costs in Your Home & Business Make the Switch from Incandescent Bulbs to LED Holiday Lights Recycling Ways to Avoid Using Poisonous Mouse Bait	
<i>February 2023</i>	EFC Green Awards Application Reminder EFC Tip: Think Before You Buy EFC Tip: Think Before You Pack	
<i>March 2023</i>	Coal Tar Sealant Reminder Paper Shredding Event Electronics Recycling Program Resuming Clean Up Week EFC Tip: Use Your Car Less Disposing of Food Waste Responsibly EFC Tip: Reduce Vehicle Idling	
<i>April 2023</i>	Compost Available at Village Yards Paper Shredding Event Phosphorous Ordinance Earth Day and Arbor Day Pesticide Alternative	
<i>May 2023</i>	Green Award Recipients Stormwater Best Management Practices Guide for Residents EFC Recycling Tip: Break Down All Boxes EFC Recycling Tip: Leave Lids on Plastic Containers Pesticide Alternative	
<i>June 2023</i>	Coal Tar Sealant Reminder Gas Powered Leaf Blowers Ban Removal of Buckthorn and other Invasive Species Recycling Tip: Containers, Liquid and Food Residue Recycling Tip: Plastic bags and film	

<i>July 2023</i>	Paper Shredding Event Hosting Zero-Waste Event Recycling Tip: Plastic Silverware Recycling Tip: Styrofoam Stormwater-Friendly Landscaping Green Awards Recipients
<i>August 2023</i>	Recycling Tip: Paper Napkins, Towels & Tissue Recycling Pumpkin Composting Event Curbside Leaf Collection
<i>September 2023</i>	Pumpking and Leaf Collection Butterfly Pollinator Garden Back to School or Tree Care
<i>October 2023</i>	Pumpking and Leaf Collection
<i>November 2023</i>	Holiday Lights Recycling America Recycle Day Fall Leaf Collection Battery Recycling Plastic Bag, Film, and Wrap Recycling EFC Recycling Tip: Textile Recycling EFC Recycling Tip: Natural Light During Winter
<i>December 2023</i>	Holiday Tree Pick-Up Holiday Lights Recycling Commercial District Business Lighting Use of natural light during winter Recycling – Styrofoam