



City of Duluth

411 West First Street
Duluth, Minnesota 55802

Minutes

Energy Plan Commission.

Wednesday, December 18, 2019

3:00 PM

City Hall - Room 330

CALL TO ORDER

The meeting started at 3:03 pm.

ROLL CALL

Commissioners: Fosam Foncham, Brian Hinderliter, Nate Lacoursiere, Alison Hoxie, Gary Olson, Mindy Granley.

Absent: Maria Jose Gomez Quijano.

City Staff: Erik Birkland, Property & Facilities Manager; Mike LeBeau, Construction Project Supervisor; Alex Jackson, Energy Coordinator ; Jennifer Ondrik, Administrative Specialist

PUBLIC COMMENT

None.

Officer Positions & Nominations

Alison Hoxie and Mindy Granley were nominated for Chair. Maria Gomez and Nate Lacoursiere were nominated for Vice Chair. A motion was made to table voting on officers until the next regular meeting on January 15th, 2020. Vote – 6 Yes; No - 0

EPC Bylaws (ACTION REQUESTED)

The Commission discussed the draft bylaws as initiated by Commissioner Lacoursiere. It was determined the Chair and Vice chair would work with the Energy Coordinator to add agenda items to upcoming agendas. The Commission discussed the appropriate Order of Business for regular meetings. It was decided that public comment would take place at the beginning of the meetings and have a maximum length of 30 minutes unless additional time was granted by a majority vote. City staff were asked to follow up with the Clerks office on tele participation, city provided email addresses, and handling tie-votes. City staff will update bylaws and have them reviewed by the attorney's office prior to the next

meeting.

2020 Meeting Schedule (ACTION REQUESTED)

It was determined that regular meetings will be held on the 3rd Wednesday of every other month at 2:30 PM in City Hall. Two meetings a year will be held in the evening to accommodate Commissioner schedules and increase public participation. In 2020, it was determined meetings on March 18th and November 18th will be held at 5:00 PM.

ADJOURN

Governors Climate Advisory Commission:

The Commission voted in support of requesting the mayor to seek a City of Duluth representative on the new Governors Climate Advisory Commission. Vote – 6 Yes; No - 0

There was a motion to adjourn the meeting at 4:15 PM, M/S/C.