



**TOWN OF HARRISBURG, NORTH CAROLINA
HARRISBURG TOWN HALL
SUSTAINABILITY BOARD MEETING**

**March 10, 2021
6:30 PM**

AGENDA

1. CALL TO ORDER

- A. This meeting will be held on the Zoom online platform. The public can access the meeting via: <https://us02web.zoom.us/j/86218190373?pwd=ajFIM0JnSFIRcStHZjlybGdJR0MzUT09>
- B. AGENDA ADOPTION
- C. SPECIAL PRESENTATIONS
 - 1. **Clean Air Carolina (CAC)**
- D. PUBLIC COMMENT - Anyone wishing to address the Board may do so during the Public Comment section. Please state your name and address for the record, be courteous and do not repeat what has already been said. Please keep your comments about the subject and not personal in nature.

2. CONSENT AGENDA

- A. Approve minutes from February 10, 2021 Sustainability Advisory Council meeting

3. OLD BUSINESS

- A. **Quarterly Education Series: Solar in Q1 -- March 24 from 7--8pm via Zoom**
- B. **EV charging stations in Harrisburg Park**
- C. **Tree planting programs / events**
- D. **UDO review and feedback by SAB**
- E. **Green Leaf Program (business and residential)**
- F. **SAB to Adopt--A--Street**
- G. **Student ambassadors and Harrisburg schools engagement**
- H. **Sustainable Promotional Items**

4. NEW BUSINESS

- A. **April 2021 Events and Content**
- B. **Adopt--A--Street Program**
- C. **Adopt--A--Stream Program**
- D. **Upcoming SAB meeting special guests**

5. ADVISORY BOARD UPDATES

- A. **SAB Revised By-laws:** Reviewed in March 8, 2021 Town Council meeting
- B. **SAB New Member Recruitment Process (2 open seats):** *Application window open from March 1 to April 30, 2021 (60 days).* One application received to date -- Bill Leake (refer to packet).
Need to create an SAB applicant interview sub-committee.
Process: Application open window period; interviews (can take place during application open window); SAB to review and vote on recommendations to be sent to Town Council for their final review/approval. Appointments will likely happen in Q3 based on this timing.
- C. **Reminder: Submit your SAB member bios:** Relevant information you are open to share (e.g. current workplace and role; related SAB experience/skills -- professional and/or personal; personal interests; how long you have lived in/near Harrisburg, etc.).

6. COUNCIL UPDATES

- A. Updates from Mayor Sciascia and Councilwoman Staton--Williams

7. ADJOURNMENT

Town of Harrisburg's Vision Statement

Harrisburg will be the best small town in North Carolina based on low density housing, excellent economic opportunities, a safe living environment, and efficient and effective municipal services. Amenities such as excellent recreational programs, adequate open space, attractive shopping opportunities, a diversity of restaurants, and a connected system of roadways, sidewalks, greenways, and bicycle lanes will continue to enhance the quality of life of the Town. These services and amenities will be provided while retaining reasonable tax rates and debt levels.



TOWN OF HARRISBURG

Agenda Item Details

Title:

Approve minutes from February 10, 2021 Sustainability Advisory Council meeting

Presenting Personnel:

Suggested Motion or Action:

Description/Background:

Recommendation:

Fiscal Impact:

Attachments:

1. Harrisburg Sustainability Advisory Board February 10 2021 Minutes_FINAL

Town of Harrisburg, North Carolina
Sustainability Advisory Board Meeting

Wednesday, February 10, 2021

6:30pm

MINUTES

This meeting was held virtually via the Zoom platform due to current COVID-19 restrictions.

1A.

CALL TO ORDER

Chair Scott Noel called the meeting to order.

Attendance

Person	Role	Present	Absent
Scott Noel	SAB Chair	X	
Scott Crew	SAB Vice-Chair	X	
Virginia Halter	SAB Secretary	X	
Vince Houston	SAB Member	X	
Ken Huster	SAB Member	X	
Mark Allen	SAB Member	X	
Tim Morris	SAB Member	X	
Steve Sciascia	Town Mayor	X	
Diamond Staton-Williams	Town Councilmember	X	

1B.

AGENDA ADOPTION

Agenda adopted.

1C.

SPECIAL PRESENTATIONS

1. **Logan Lover**, Town of Harrisburg Communications Director
 - a. Discussed the best course for online presence: website content (including NewsFlash scroll highlights), social media posts, quarterly newsletter. Compile a list of HOA contacts to engage neighborhoods in SAB activities - Logan to follow up with Haley on the current status of this HOA list.
2. **Mallory Hodgson**, Town of Harrisburg Program Manager (Engineering & Public Works)
 - b. Discussed: Area growth and erosion/sediment control; Stormwater drain “placards” available for volunteers to adhere; Amount of wastewater/month in Cabarrus County; possibility to formalize Adopt-A-Street and Adopt-A-Stream programs. Mallory will provide a list of city/NCDOT streets and links for area streams (perhaps neighborhoods adopt their own streets?)
3. Congratulations to Tim Morris on also becoming a Town of Harrisburg Parks & Rec Advisory Board member!

1D.

PUBLIC COMMENTS

1. Kevin Schaffner (Harrisburg P&Z Advisory Board member) – Stated he was glad to see the SAB officially formed and looked forward to working with us.

2A.

CONSENT AGENDA

No consent agenda items.

3 OLD BUSINESS

3A. Purple Air (Clean Air Carolina) air quality monitor went live in Harrisburg Park on 2/1/21. Plan is to officially announce this in April around other SAB events.

3B. EV charging stations in Harrisburg Park: Town's application is still pending for the NC VW Rebate Program

3C. Tree planting events: Vince confirmed Duke Energy grant application period is May to July

3D. UDO review and feedback by SAB: Need to confirm deadline and next steps; Town staff contact - Sushil Nepal

3E. Student ambassadors and Harrisburg schools engagement: Follow up to start again in February/March; Explore Tree campus program k-12; Help to support HiRMS Butterfly garden (student - Jasmine Olson)

3F. 2021 SAB Planning: Nothing added by members at this time

4 NEW BUSINESS

4A. Quarterly Education Series: Scott Noel shared that the plan is to organize a solar webinar on/around March 18. He has been in contact with Jeff Redwine from Renewable Energy Design (RED) Group to do this. Follow ups to be done with Town staff (Logan Lover, James Mahoney, others?) on finalizing the logistics.

4B. Green Leaf Program: Scott Noel shared that the goal is to launch in April (residential &/or business); logo creation; set up working sessions in March

4C. SAB to Adopt-A-Street: Vote on the SAB adopting ~3 miles of Rocky River Rd (from county line to Hickory Ridge Rd). Scott Crew presented information on this and his proposal.

MOTION: Tim Morris made a motion to approve that the SAB adopt ~3 miles of Rocky River Rd. from the county line to Hickory Ridge Rd. via the NC Adopt-A-Highway program and in partnership with the Town of Harrisburg's resources. Second was made by Ken Huster. **The motion passed 7-0.**

4D. Sustainable Promotional Items: Mayor Sciascia is submitting a 2021-2022 budget request for this possibility.

5 ADVISORY BOARD UPDATES

5A. SAB Revised By-laws: Not reviewed by Town Council on 2/8/21; will ensure it's on their March agenda

5B. SAB New Member Recruitment Process (2 open seats): Plan is to open application window on 3/1/21 for 60 days; then SAB sub-committee interviews; SAB to vote on recommendations to send to Town Council for their final review/approval. Appointments will likely happen in Q3.

5C. Reminder: Submit your SAB member bios

5D. March SAB meeting special guests from Clean Air Carolina

6. COUNCIL UPDATES

6A. Mayor Steve Sciascia: Mayor Sciascia had to leave this meeting before this section.

6B. Councilmember Diamond Staton-Williams: Shared her thanks to this group; Revisited how we can engage area youth – including following up with the Harrisburg Youth Council.

7 ADJOURNMENT

MOTION: Mark Allen made a motion to adjourn. Second was made by Scott Crew. **The motion passed 7-0.**



TOWN OF HARRISBURG

Agenda Item Details

Title:

Quarterly Education Series: Solar in Q1 -- March 24 from 7--8pm via Zoom

Presenting Personnel:

Suggested Motion or Action:

Description/Background:

Moderator - Scott Noel. *Presenter* -- Jeff Redwine from Renewable Energy Design Group. May recruit another Harrisburg resident who has solar to join this discussion. Town will promote via social media and website.

Recommendation:

Fiscal Impact:

Attachments:

None



TOWN OF HARRISBURG

Agenda Item Details

Title:

EV charging stations in Harrisburg Park

Presenting Personnel:

Suggested Motion or Action:

Description/Background:

Town's application is still pending for the NC VW Rebate Program

Recommendation:

Fiscal Impact:

Attachments:

None



TOWN OF HARRISBURG

Agenda Item Details

Title:

Tree planting programs / events

Presenting Personnel:

Suggested Motion or Action:

Description/Background:

Updates from Mark Allen and Ken Huster - including an opportunity to get 100 or more free trees from Trees Charlotte to plant in Harrisburg. There are three types of trees available: River Birch, Persimmon, and Swampy White Oak. Member discussion to follow with a motion to be made regarding this opportunity and related event dates.

NOTE: Need to create a social media post to share on 3/19 NC Arbor Day -- this will serve to share initial information with residents about Arbor Day and the upcoming local tree program.

Recommendation:

Fiscal Impact:

Attachments:

None



TOWN OF HARRISBURG

Agenda Item Details

Title:

UDO review and feedback by SAB

Presenting Personnel:

Suggested Motion or Action:

Description/Background:

Need to confirm deadline, next steps, and adding an SAB member to the UDO review committee. Town staff contact -- Sushil Nepal.

Recommendation:

Fiscal Impact:

Attachments:

None



TOWN OF HARRISBURG

Agenda Item Details

Title:

Green Leaf Program (business and residential)

Presenting Personnel:

Suggested Motion or Action:

Description/Background:

Revisit launch timing -- April may not be feasible; may need more time to finalize program and engage Town staff, HBA, and local civic groups. Scott to follow up with Logan Lover about the Town creative designer contractor to create a Green Leaf logo.

Need to set up SAB working sessions in March and April.

Recommendation:

Fiscal Impact:

Attachments:

None



TOWN OF HARRISBURG

Agenda Item Details

Title:

SAB to Adopt--A--Street

Presenting Personnel:

Suggested Motion or Action:

Description/Background:

Scott Crew to provide an update on the previously approved motion for the SAB to adopt part of Rocky River Rd.

Recommendation:

Fiscal Impact:

Attachments:

None



TOWN OF HARRISBURG

Agenda Item Details

Title:

Student ambassadors and Harrisburg schools engagement

Presenting Personnel:

Suggested Motion or Action:

Description/Background:

SAB members to share updates and next steps

Recommendation:

Fiscal Impact:

Attachments:

None



TOWN OF HARRISBURG

Agenda Item Details

Title:

Sustainable Promotional Items

Presenting Personnel:

Suggested Motion or Action:

Description/Background:

Discuss any updates on budget or items under consideration; and plans to engage local businesses to support this.

Recommendation:

Fiscal Impact:

Attachments:

None



TOWN OF HARRISBURG

Agenda Item Details

Title:

April 2021 Events and Content

Presenting Personnel:

Suggested Motion or Action:

Description/Background:

Discuss and confirm SAB--planned events in April and next steps needed -- social media and website content; local street and stream cleanup dates (multiple Saturdays?) - a motion should be made for this; other events?; Earth Day is Thursday, April 22.

Recommendation:

Fiscal Impact:

Attachments:

None



TOWN OF HARRISBURG

Agenda Item Details

Title:

Adopt--A--Street Program

Presenting Personnel:

Suggested Motion or Action:

Description/Background:

Discuss steps to formalize this program - working with Public Works / Engineering

Recommendation:

Fiscal Impact:

Attachments:

None



TOWN OF HARRISBURG

Agenda Item Details

Title:

Adopt--A--Stream Program

Presenting Personnel:

Suggested Motion or Action:

Description/Background:

Discuss steps to formalize this program - working with Public Works / Engineering

Recommendation:

Fiscal Impact:

Attachments:

None



TOWN OF HARRISBURG

Agenda Item Details

Title:

Upcoming SAB meeting special guests

Presenting Personnel:

Suggested Motion or Action:

Description/Background:

Discuss and confirm options for April meeting; and options for May and June meetings.

Recommendation:

Fiscal Impact:

Attachments:

None



TOWN OF HARRISBURG SUSTAINABILITY ADVISORY BOARD

Application for Town of Harrisburg Sustainability Advisory Board

Town of Harrisburg Sustainability Advisory Board

The Sustainability Advisory Board is a volunteer board consisting of up to nine members who live in and/or around the Town of Harrisburg. The mission of the board is to coordinate, initiate and promote sustainability within the Town of Harrisburg and its surrounding areas. The board's specific areas of focus are to:

- Advance and encourage environmentally sustainable practices and ideas within the Town, including, but not limited to Town operations and facilities, new development, Town ordinances governing construction and development, local businesses, local homeowner's associations and neighborhoods and individual citizens.
- Collaborate with Town planners to create a long-term sustainability plan for the Town.
- Work cooperatively with the Town of Harrisburg and all Harrisburg advisory boards to promote sustainability practices.
- Provide suggestions and recommendations to Town Council regarding laws, ordinances and rules which promote sustainability.
- Improve natural environment through the incorporation of sustainable best practices for the Town's land use and management, storm water infrastructure and tree canopy.
- Strengthen the Town's economy through initiatives that foster sustainable business practices, reinvestment in vacant storefronts and green purchasing policies.
- Encourage healthy living through the expansion of parks, walking trails, bicycle lanes and wellness programs and preservation and development of open space.
- Provide community education and engagement.

The Sustainability Advisory Board typically meets on the 2nd Wednesday of each month at 6:30 p.m.

If you are interested, please complete the form below and return to Town Clerk, Town of Harrisburg, PO Box 100, Harrisburg, NC 28075, or submit via email to jrackley@harrisburgnc.org.

APPLICANT INFORMATION			
Name		Date	
Address		Apartment/Unit #	
City	State	Zip	
Phone	Email Address		
Are you able to attend regularly scheduled meetings once a month?	YES ☐	NO ☐	
Are you able to attend special work sessions outside of the regular monthly meetings?	YES ☐	NO ☐	
Are you able to work on special programs/projects outside of the regular monthly meetings and special work sessions?	YES ☐	NO ☐	
Are you a resident of Cabarrus County?	YES ☐	NO ☐	If so, dates?
Are you a resident of Harrisburg?	YES ☐	NO ☐	If so, dates?
Have you ever been convicted of a felony?	YES ☐	NO ☐	If yes, explain?

REFERENCES	
<i>Please list three references.</i>	
Name	Relationship
Company	Phone ()
Address	
Name	Relationship
Company	Phone ()
Address	
Name	Relationship
Company	Phone ()
Address	

EMPLOYMENT	
Company 1	Phone ()
Address	City / State
Job Title	
Responsibilities	
Dates	From To
Company 2	Phone ()
Address	City / State
Job Title	
Responsibilities	
Dates	From To

EDUCATION	
School	From To
Degree	Major
Additional Information	

ADDITIONAL COMMENTS

Provide a brief statement outlining why you wish to serve on the Town of Harrisburg Sustainability Advisory Board.

Based on what you know about the Town of Harrisburg Sustainability Advisory Board, what skills and abilities can you provide that will make the Town of Harrisburg Sustainability Advisory Board able serve the community better?

Please list any current civic and/or community participation you may be involved with, in the space below. Include any public boards or commissions on which you may have served.

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge.

Signature

Date