



Indiana CLEAN Community Challenge Annual Performance Report

State Form 53116 (R/3-09)
Indiana Department of Environmental Management
CLEAN Community Challenge

Indiana Department of Environmental Management
Office of Pollution Prevention and Technical Assistance
100 North Senate Avenue IGCS W041
Indianapolis, IN 46204-2251
Telephone: (800) 988-7901
FAX: (317) 234-6573
www.cleancommunities.IN.gov

The Indiana CLEAN Community Challenge Annual Performance Report should demonstrate progress toward objectives and targets AND certify CLEAN Community Challenge requirements continue to be achieved. The Annual Performance Report should include the status of projects committed to in your community's original application, results of completed projects, and assurance that an annual Quality of Life Plan review was conducted by your community. Indiana CLEAN Communities must submit an Annual Performance Report two months after the anniversary of their CLEAN Community designation date.

Please do not include any confidential community or business information in your Annual Performance Report. Public access laws require IDEM to make the Annual Performance Report publicly available, which may include posting all portions of your report on the Indiana CLEAN Community Challenge Web site.

Your Annual Performance Report should be reviewed and signed by a senior manager at your community prior to submittal. Once signed, fax or mail the report to IDEM. If you have any questions, please contact the CLEAN Community Challenge Program Manager at 800-988-7901.

COMMUNITY INFORMATION

Name of Community

City of Huntingburg

Street Address (number and street)

508 E. 4th Street

City, State, ZIP Code

Huntingburg, IN 47542

Web site

www.huntingburg-in.gov

CONTACT INFORMATION

Name of Contact

Mr. Don Foerster

Title

Safety/Risk Management Director

Telephone number

812-683-2211

FAX number

812-683-5661

E-mail address

dfoerster@huntingburg-in.gov

Mailing Address (number and street)

508 E. 4th Street, P.O. Box 10

City, State, ZIP Code

Huntingburg, IN 47542

Reporting Period Dates (month, day, year)

December 20, 2011 - December 20, 2012

If this is your third Annual Performance Report, do you wish to renew your Indiana CLEAN Community Challenge designation?

Yes No

If yes, your community will need to provide five new objectives and targets in the Continual Environmental Improvement section of this report.

ENVIRONMENTAL MEDIA ACTIVITIES

Please identify the five objectives and targets in your Quality of Life Plan and describe the baseline measurement, the progress made during the past year, future plans for achieving each target, and any cost savings experienced as a result of the target.

Environmental Media Activity #1

Objective Reduce Paper Consumption in municipal departments

Target Reduce paper consumption in municipal departments by 25% by August 2014

Baseline

Baseline on paper purchased in 2010 was: 50 reams 8 1/2x11; 10 reams 8 1/2 x 14; 2 reams 11 x 17; 4 reams colored paper

Progress Made

Calendar year 2011 Progress made reduced 8 1/2 x 11 paper usage by 20 reams and 11x17 2 reams but increased color paper by 2 reams.

Calendar year 2012 Progress made reduced 8 1/2 x 11 paper usage by 10 reams; 11 x 17 1 ream and color paper 1 ream

Hurdles overcome

Upcoming Plans to Achieve Target

Continue to educate employees to reduce paper consumption. Reduce monthly newsletters sent-use of website as option.

Cost Savings

Reduction in 2011 paper usage resulted in savings of \$79.98. Reduction in paper usage in 2012 resulted in cost savings of \$59.47

If this is your third annual performance report, please provide the final results of this activity. If the objective and target were not achieved in the three year designation period, provide a description of why the objective and target was not met.

N/A

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Environmental Media Activity #2	
Objective Increase paper recycling of municipal departments	
Target Increase paper recycling of municipal departments by 40% by August 2014	
Baseline	Progress Made
List of 123 publications/magazine subscriptions was compiled by utility and other city depts. Baseline of establishing recycling program within the city to collect and track amount of paper recycled.	Calendar year 2010-11 Progress made Magazines/publications were contacted to cancel subscriptions or request they be sent electronically. Number of subscriptions cancelled by utility dept.: 115 , safety dept. 23, wastewater dept.: 8, transit dept.: 1 Calendar year 2012 Progress made Purchase of weight scale to weigh recycled items collected from city departments including shredded paper, magazines, etc. Storage room constructed at recycling area near city street dept. Began tracking weight of items collected December 2012. City employee received instruction on tracking procedure. Hurdles overcome
Upcoming Plans to Achieve Target	Cost Savings
Continue with collection of office paper, magazines, etc.	cancellation of unwanted subscriptions cuts down on disposal expenses and paper usage while protecting the environment
If this is your third annual performance report, please provide the final results of this activity. If the objective and target were not achieved in the three year designation period, provide a description of why the objective and target was not met. N/A	

Environmental Media Activity #3	
Objective Reduce electricity consumption in municipal departments	
Target Reduce electricity consumption in municipal departments by 10% by August 2014	
Baseline	Progress Made
Baseline for electricity consumption will be established for 2012	Calendar year 2013 Progress made Progress on reducing the consumption of electricity in municipal departments will be monitored and documented for 2013 Calendar year Progress made Hurdles overcome
Upcoming Plans to Achieve Target	Cost Savings
Establish a 2012 baseline in electricity consumption and document usage for 2013	
If this is your third annual performance report, please provide the final results of this activity. If the objective and target were not achieved in the three year designation period, provide a description of why the objective and target was not met. N/A	

Environmental Media Activity #4	
Objective Consolidate and reduce cleaning supplies	
Target Reduce variety and amount of cleaning chemicals used by 50% by August 2014	
Baseline	Progress Made
Baseline: Found that 17 cleaning products were used throughout city departments, some containing hazardous chemicals with consumer warnings.	Calendar year 2011 Progress made 3 yr. contract signed to purchase "green" cleaning product in order to reduce exposure to chemicals. Also reduced number of cleaning products used throughout the city depts. from 17 to 5. Calendar year Progress made Hurdles overcome Educate employees on using correct amount of products and understanding concept of how products work.
Upcoming Plans to Achieve Target	Cost Savings

5. Explain the emergencies experienced within the community during the past year. Were the applicable emergency and contingency plans detailed in the Quality of Life Plan effective? What changes, if any, have been made to your community's emergency or contingency plans?
There were no emergencies documented last year.
6. How have community residents and businesses reacted to your community participating in the Indiana CLEAN Community Challenge?
Many area businesses have been very helpful in our efforts to set up and improve our recycling program involving our city departments.
7. According to the measurement program developed and implemented by your community to measure Quality of Life Plan success, is your community's Quality of Life Plan successful? Why or why not? If not, what changes will be made to ensure continual environmental improvement and future Quality of Life Plan success?
The Stakeholder committee has met quarterly over the last year and was able to make progress on reaching targets established for its environmental goals. Recycling procedures have been established within city departments and employees are taking part in achieving goals.

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CERTIFICATION AND PLEDGE

I certify that the information contained in this Annual Performance Report and attachments is accurate to the best of my knowledge and that this local government is, to the best of my knowledge and based on reasonable inquiry, currently in compliance with all applicable federal, state, and local environmental requirements, or has a corrective action program in place to attain compliance.

We, the City of Huntingburg Stakeholder Committee, commit to maintaining the principles and goals outlined in our Quality of Life Plan for our local government's Indiana CLEAN Community status. We agree to strive for full compliance with all regulations promulgated by U.S. EPA, the state, and/or local jurisdictions. We agree to promote the Indiana CLEAN Community Challenge and to share our success stories with other communities. We understand that the Annual Performance Report must be submitted to the local government and IDEM and that we must reapply to the Indiana CLEAN Challenge every three years.

I understand that the information provided in this Annual Performance Report will be public record. I am the highest-ranking community official or I have been fully authorized by the highest-ranking community official to execute this statement on behalf of the local government submitting this Annual Performance Report.

Signature



Title

Safety/Risk mgmt Director

Date (month, day, year)

February 11, 2013

Please submit your CLEAN Community Challenge Annual Performance Report to:

IDEM-OPPTA
 CLEAN Community Challenge Program Manager
 100 North Senate Avenue
 MC 64-00 IGCS W041
 Indianapolis, IN 46204-2251
 FAX: 317-234-6573