



## 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](http://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. 4 <sup>th</sup> Street
City, State, ZIP Code Huntingburg, IN 47542
Web site <a href="http://www.huntingburg-in.gov">www.huntingburg-in.gov</a>

### 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 <a href="mailto:dfoerster@huntingburg-in.gov">dfoerster@huntingburg-in.gov</a>
Mailing Address (number and street) 508 E. 4 <sup>th</sup> Street, P.O. Box 10
City, State, ZIP Code Huntingburg, IN 47542
Reporting Period Dates (month, day, year) December 20, 2012 - December 31, 2013
If this is your third Annual Performance Report, do you wish to renew your Indiana CLEAN Community Challenge designation? <input type="checkbox"/> Yes <input type="checkbox"/> 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	Progress Made
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	Calendar year 2012 Progress made reduced 8 1/2 x 11 paper usage by 10 reams and 11x17 1 ream and color paper 1 ream.  Calendar year 2013 Progress made reduced 8 1/2 x 11 paper usage by 10 reams; 8 1/2 x 14 10 reams; color paper increased by 2 reams  Hurdles overcome
Upcoming Plans to Achieve Target	Cost Savings
Continue to educate employees to reduce paper consumption. Reduce monthly newsletters sent-use of website as option.	Reduction in 2013 paper usage resulted in savings of \$86.00
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
Baseline of establishing recycling program within the city to collect and track amount of paper recycled.	Calendar year 2013 Progress made City departments made a huge effort to collect, track and weigh recyclable items during 2013. With the addition of the weight scale and collection program the city was able to recycle 1910 lbs of recyclables. (Alum cans - 94lbs, Magazines - 581 lbs., Newspapers - 349 lbs., Office paper, 257 lbs., and Shredded Paper 629 lbs.)  Calendar year Progress made  Hurdles overcome
Upcoming Plans to Achieve Target	Cost Savings
Continue with collection of office paper, magazines, etc. Will target other city departments to add to recycling program in 2014	cancellation of unwanted magazine subscriptions and the city recycable collection program will continue to protect the environment and control cost.
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 established for 2012: 46,722 KW used.	Calendar year 2013 Progress made Five areas within the city were changed to LED bulbs/fixtures. 6,007 KW were used in 2013 resulting in energy savings of 40,715 KW.  The city has also met with Honeywell International regarding a demand response program.  Calendar year 2014 Progress made Will continue with LED change over program  Hurdles overcome
Upcoming Plans to Achieve Target	Cost Savings
Establish a 2013 baseline in electricity consumption in targeted city departments and document usage for 2014	2013 total energy savings = 40,715 KW. Total cost savings = \$4,479
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.  Continue to use green products.	Calendar year 2013 Progress made The City continued to use green products to clean city buildings thus protecting the environment and reducing the use of many different harsh cleaning products throughout the city.  Calendar year 2014 Progress made Contract with our green cleaning products expires in March. Committee will meet to discuss progress made and evaluate renewing contract.  Hurdles overcome Educate employees on using correct amount of products and

	understanding concept of how products work.
Upcoming Plans to Achieve Target	Cost Savings
Though it is a continuous struggle to convince employees to use green products and store products in correct containers, we will continue to use "green" products and educate employees on product usage.	Example of savings: Glass cleaner was \$5.11/19 oz. can. Clean product cost \$ .38/quart. Neutral floor cleaner was \$8.50/gal, clean product cost: \$ .55/gal.
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 #5	
Objective Reduce quantity of herbicides used by all city departments	
Target Reduce herbicide usage in all city departments by 10% by August 2014	
Baseline	Progress Made
Baseline of one 30 gallon drum of herbicide used by utility and wastewater departments in 2011 and 2012.  Baseline: Herbicide used in 2013: Wastewater Plant: 15 gallons Parks Department: 17.5 gallons Utility Department: 30 gallons	Calendar year 2013 Progress made Stakeholder committee members/ city superintendents felt that our 10% reduction goal has been met though better documentation should be used.  Calendar year Progress made  Hurdles overcome
Upcoming Plans to Achieve Target	Cost Savings
City departments will document amt of herbicide purchased and quantity used during 2014. Train employees in proper proportion usage to reduce any waste of product	City departments will track purchasing and use of herbicide during 2014 in order to document cost savings.
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	

#### ANNUAL EMS AUDIT

Summarize the results of the Annual EMS Audit your community performed on the Quality of Life Plan. No community Audit was performed but the Stakeholder committee continues to make progress to reach our targets and will continue its efforts in 2014. The only changes made to the QLP have been personnel changes.

#### COMMUNITY AND BUSINESS OUTREACH

Briefly describe the information presented to the community and businesses to keep residents informed of important issues related to the community's environmental performance, including how the status of Quality of Life Plan objectives were relayed to the community. An article was placed in the Utility Bill Newsletter which is sent to every household in the City of Huntingburg and Dubois County who are customers of city utilities. The new article informed residents of the Indiana Clean Community Challenge, how Huntingburg became a member, what other communities are members, employees of the city who serve as stakeholder committee members, and what environmental goals the City of Huntingburg established.

#### CONTINUAL ENVIRONMENTAL IMPROVEMENT

If this is your third Annual Performance Report and your community desires to continue membership as an Indiana CLEAN Community, please provide five new objectives and targets your community will commit to during the next three year designation period, otherwise skip to the next section.  
N/A

#### ADDITIONAL INFORMATION

Please provide the following additional information.

- List environmental awards received or voluntary programs participated in during the past twelve months (include information about each particular program).

City wide programs include our Spring and Fall City Wide Clean Up Week. City Residents are encouraged to participate in this city wide clean up program and dispose of unused items, household waste, etc. for a minimal fee at the City Street Department Lot. The city also offers limb pick up to residents every 4<sup>th</sup> Friday of the month. Limbs are placed at curbside and picked up by Street Dept. employees at no cost to the resident.

- Has your community taken advantage of any CLEAN benefits? If so, please describe which benefits were used, the implementation process, and ideas for additional benefits IDEM should consider.

Four CLEAN Community road signs have been placed at the north, south, east, and west entrances to the city.

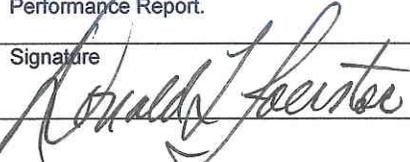
3. Is your community pursuing ISO 14001 EMS certification? If yes, how has the Indiana CLEAN Community Challenge program been instrumental in achieving ISO 14001 EMS certification?  
N/A
4. Explain the measured or perceived results from receiving, documenting, and responding to external communication and its effect on Quality of Life Plan objectives and targets?  
External communication by word of mouth has been positive. The Dubois County Solid Waste Department has been very helpful in our efforts to improve our recycling within city departments.
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 met three times 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.

**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 Management Director	Date (month, day, year) 2/21/14
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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