

**Salisbury Township  
Environmental Advisory Committee  
Meeting Minutes  
November 16, 2011**

A Public Meeting was held on the above date at the Salisbury Township Municipal Building located at 2900 South Pike Avenue, Allentown, Lehigh County, Pennsylvania. The meeting was brought to order at 7:00 P.M. Committee members in attendance: Glenn Miller, Louis Cinquino, Mary Ann Stinner, Commissioner Joanne Ackerman, Joseph Hebelka, Planning Commission Representative and Cynthia Sopka, Secretary to the EAC. Bruce Burchard and Randy Soriano, Township Manager (excused) were not present. Special Task Force members: Glenn Minnick, Samantha Dorney and Sandra Thomas (excused) were not present.

Mr. Miller called the meeting to order at 7:00 P.M.

Mr. Miller announced that all sessions of the Salisbury Township Environmental Advisory Council regular meetings are electronically recorded as required by the By-laws and for the purpose of taking the Minutes.

**Minutes – 10/19/2011**

Motion was made by Mrs. Benning, seconded by Mrs. Stinner, to approve the October 19, 2011 Environmental Advisory Committee Meeting Minutes as submitted. All in favor.

**Report of officers and committees (including BOC, PC, Manager and /or Planning/Zoning:**

Ms. Sopka highlighted the Zoning, Planning and Board of Commissioners Meetings for the month.

**Old Business**

None

**New Business**

Ms. Sopka stated that the **Audubon Pennsylvania Bird Town** application needs finalization. A presentation with recommendation to participate with this program needs to be made to the Board of Commissioners for approval. Approval is required because this program requires financial support of \$450 for the application.

Discussion ensued about the Audubon Pennsylvania Bird Town participation and its benefits to the community. Ms. Sopka suggested that the EAC should look into getting sponsorships from local pet stores/suppliers towards this program.

Mrs. Benning stated she would review the application for finalization. Mr. Cinquino stated that he and Mr. Miller will provide a presentation to the Board of Commissioners. Ms. Sopka will forward all information via email.

**Standard Operating Procedures (SOP) Template for the EAC Website.** Mr. Miller advised that via email he provided a template of the SOP to Mr. Burchard and is awaiting his response. Ms. Sopka stated his job provides him limited time and suggested to provide the draft to Mr. Cinquino.

Ms. Sopka reviewed the township's website and advised that the space is limited. She stated that by creating a Face book page it allows more leverage on the information that can be placed on that page. This page will be information relative to the EAC announcements, meetings, projects being worked, etc. The benefit of using Face book is that when a friend request is received and approved; this page will allow immediate response to that individual with any new information posted on the web page.

**America Recycles Day is November 15<sup>th</sup>** of every year and will continue to the 19<sup>th</sup>. It encourages individuals to join the movement to create a better natural environment. This is open to the public and limited to any borough or township. Advanced Green Solutions is hosting the event and electronics can be taken to 40 3<sup>rd</sup> Street, Walnutport, PA 18088, from 9:00AM to 6:00PM.

The members discussed the **planting of Memorial Trees** in the parks of Salisbury Township. The memorial trees can be donated by the families in honor of their loved one(s). Mrs. Ackerman stated she is working on this project and is awaiting additional information. Once the additional information is received she will present to the EAC and together they can discuss how the process of the memorial tree plantings will take place.

Ms. Sopka stated that she has been in contact with the Recreation Advisory Committee and they provided her with the township's plan policy for tree planting placement. This study was done by Urban Research Development Corporation (URDC). This information was provided to Mrs. Ackerman for review in the process of the memorial tree planting plan.

Mr. Miller addressed the **PA DEP Environmental Education Grant Application** and believes it is beneficial but inquired on what topic best suites the interest of the EAC. Mr. Miller believed the watershed would be the most appropriate. Discussion ensued and the members were in agreement regarding the watershed topic. Ms. Sopka stated to add stream side buffers with the watershed. Mr. Cinquino also stated to add how to care for your stream side property. These grants could allow pamphlets to be made for educational purposes for these items of interest and provide workshops.

Ms. Sopka stated that **Cold Water Heritage Partnership** has a planning grant application. The deadline is December 16, 2011. She stated this grant specializes in areas that are considered high quality. She stated that trout creek and its subsequent tributaries are all part of high quality. This grant is for \$6,000 which is used for payment of labor costs for planning activities, contracts and services to develop cold water conservation plan. Ms. Sopka believes this would be a project to partner with the school district.

### **Public Comments**

None

### **Agenda for Next Meeting**

Preparation of the Annual Report

### **Adjournment**

On a motion by Mrs. Benning, seconded Mr. Cinquino, the meeting was adjourned. All in favor.