

**Salisbury Township  
Environmental Advisory Committee  
Meeting Minutes  
December 16, 2009**

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: Louis Cinquino, Jane Benning, Glenn Miller, Commissioner James Brown, Joseph Hebelka, Planning Commission representative; Cynthia Sopka, Secretary to the EAC and Mr. Randy Soriano, Township Manager.

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

Ms. Sopka announced that all sessions of the Salisbury township Environmental Advisory Counsel regular meetings are electronically recorded as required by the By-laws and for the purpose of taking the Minutes.

**Minutes – 11/18/2009**

Motion was made by Mrs. Benning to approve the November 18, 2009 Environmental Advisory Committee Meeting Minutes as submitted. Motion seconded by Mr. Miller.

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

Ms. Sopka highlighted the Zoning and Planning Meetings for the month. In regards to Zoning, one Special Exception appeal was denied located at 1702 Seidersville Road for a daycare. Ms. Sopka advised the Ordinance is very specific and it must have the minimum lot requirements, which it did not.

In regards to Planning, there will be two Conditional Use requirements received with recommendation of approval and will now require review from the Planning Commission and Board of Commissioners. The Conditional Use hearing will be conducted on 12/22/2009 for 3350 Devonshire Road and 1600 Riverside Drive. The family lodging center for 1200 S. Cedar Crest Blvd. is moving forward.

**Old Business**

Commissioner Brown reviewed the EAC prioritized interests and the formulated areas the EAC would like to work on for Mr. Miller. Commissioner Brown stated the Natural Resource Inventory was the first priority, which the Board of Commissioners approved. Mr. Miller will be provided with a Scope of Work, priority interests, Bylaws, EAC websites, links to module regulations, past minutes and activities of the EAC.

Mrs. Benning inquired if any exploration was done with agencies in regard to the Natural Resource Inventory. Ms. Sopka stated that Ms. Rebecca Kennedy and the LCCD will assist in the Township's NRI. The LCCD will assimilate any previous studies done within Salisbury Township and any land that does not recognize jurisdictional boundaries and put these activities into one document. The LCCD is active with Salisbury Township because it is a strategic area

and the opportunity presented itself at a very nominal fee. The LCCD has top of the line GIS capabilities, in that; we will be provided electronic data and hard copy data. Mr. Cinquino inquired what the next NRI step is and does it reflect the budget. Mr. Soriano offered a brief discussion regarding the budget process and it being approved. The budget officially takes effect January 4, 2010. Mr. Miller inquired if grants or other means of funding are available for NRI projects. Commissioner Brown stated that there are, and depending on the grant, some take longer than others for approval. Ms. Sopka stated each member to do a little research and try to find out if there are any grants available. Mr. Miller recommended looking into Penn Vest Grants.

### **New Business**

**Mr. Glenn Miller was appointed to the EAC by the Board of Commissioners** at the 12/10/2009 Commissioners Meeting. Mr. Miller is a 22 year resident and offered a brief history about himself and his interests. He graduated with a B.A. in Environmental Science and Master's Degree in Aquatic Biology, both from East Stroudsburg University. He has worked and assisted major companies/clients with environmental concerns for the past 35 years.

Ms. Sopka noted **re-organization of the committee** needs to be addressed the first of the year. The secretary will provide the Board of Commissioners an annual end of the year report. Commissioner Brown stated the Chair and Vice Chair must be nominated and recommended to the Board of Commissioners for approval.

Commissioner Brown referenced the **Special Task Force** for the EAC. He stated there are two individuals interested in the EAC who would like to become an "associate members" known as a Special Task Force. These members would participate in all activities and meetings but will not have voting rights. Commissioner Brown stated to invite both individuals to the next meeting.

Ms. Sopka stated that the order has been done for the **Tree and Shrub seedlings**. Mr. Richard Hassick of the Planning Commission owns a landscaping business and has offered to assist the EAC in the planning stages. Discussion ensued in regards to planning, which parks and locations the seedlings will be planted, the coordination of volunteers and the Public Works Department for equipment use. They will bring this to the attention of the Recreation Committee for any assistance or input they can recommend.

Ms. Sopka stated that a letter was received from the County of Lehigh in reference to the **Comprehensive Plan, Zoning Ordinance and SALDO updates**. The County of Lehigh signed off on the Agreement for the Planning Grant for \$23,000, which is on a reimbursement basis. Mr. Soriano stated that in January of 2010, a Request For Proposal needs to be worked on to engage a consultant to start the update of the Comprehensive Plan. Mr. Soriano noted that it could take up to one year to incorporate the information.

Ms. Sopka advised that she has had communication with Mr. Fritz Brock, and he wishes to stay active on the mailing list and would like to be a part of the review process for the Comprehensive Plan.

A discussion continued with **reports on visiting other EAC**. Mrs. Benning stated that she attended the EAC meeting at the Brew Works in Allentown. The EAC members shared what they were doing in the community and received many contacts. Ms. Rebecca Kennedy was there and offered some information about the NRI plan she has completed. One member is preserving open space/farmland which made grant money available to him. Mr. Cinquino believes that each member should continue to attend other municipality EAC meetings for continued educational purposes and priorities.

Ms. Sopka stated that on Wednesday, February 10, 2010 the Natural Resource Inventory Workshop will be conducted at the Lower Saucon Township Building.

### **Public Comments**

None

### **Agenda for Next Meeting**

1. Terms and Budget (Budget officially takes effect January 4, 2010).
2. Request for Proposal
3. Selecting the two individuals for the special task force (invitation to the next scheduled EAC meeting).
4. Selecting officers for the EAC

### **Adjournment**

On a motion by Mr. Miller, seconded by Mrs. Benning, the meeting was adjourned.