

**Salisbury Township
Environmental Advisory Committee
Meeting Minutes
November 19, 2014**

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: Kreg Ulery, Glenn Miller, Jane Benning, Mary Anne Stinner, Commissioner Joanne Ackerman, BOC liaison, and Cynthia Sopka, Secretary to the EAC. Task Force member: Robert Agonis. Not present was Joseph Hebelka, Planning Commission Representative Katherine Velekei (excused).

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

Mr. Ulery 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 – 09/17/2014

Motion was made by Mrs. Benning, seconded by Mrs. Stinner, to table the September 17, 2014 environmental Advisory Committee Meeting Minutes for amendment. 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

A copy of the **Salisbury Township Storm Water Basin Retrofit** has been received from Keystone Consulting Engineers.

Ms. Sopka stated that she has the E&S control narrative with their recommendations. She is also in receipt of the Plan with the listed plantings. The soils that need to be graded have been postponed due to the weather. She had a meeting with John Andreas regarding initial work (grading, tree/shrubbery removal, excavation) to commence on the basin. As required, the “one call” has been placed and the lines have been delineated on the basin. The work is scheduled for the spring of 2015.

Ms. Sopka stated that the EAC Earth Day Event would include working on the Basin. Ms. Sopka stated that the plan needs to be coordinated and who will be involved and to what capacity. Coordination must be made with the Department of Public Works, Ms. Laura Hopek, Watershed specialist of Lehigh County Conservation District (LCCD); The Lehigh Watershed Master Watershed Stewards, Penn State Master Gardener Group, STEAC representatives and volunteers. Ms. Sopka stated that she has been in communication with Boy Scouts and they are interested in participating in the planting portion of this project. This project may consist of a week or two and should be planned accordingly.

New Business

Municipal Storm Sewer System (MS4) and the involvement of STEAC.

Mr. Tetterer’s review list had 8 items recommended for STEAC responsibilities and also recommendations future responsibilities. The members reviewed the recommendations. Mr. Ulery stated that the EAC must be strict about what the EAC can and cannot take on.

The EAC agreed that they are comfortable with the educational portion of the MS4 mandate (Items #1-#3). The members discussed informational tools such as publication for the schools, such as, brochures

and mailers. This would be an ongoing item that includes the solicitation of education to township residents and posting to the township website.

Ms. Sopka spoke with Mr. Tetteimer after her review. She stated that township residents are having storm water problems within Salisbury. The EAC does not have the time or the capability to visit the site, assess the property or resolve damage. Mr. Ulery stated that other townships have hired engineering firms to assess property damage. The EAC would strictly be advisory to resident/public education. All other township departments will be responsible for certain aspects of the MS4.

Ms. Sopka stated that she and Mr. Tetteimer have been in discussion regarding the possibility of a consultant. This individual would be required to manage this program and able to traverse throughout all departments.

Ms. Sopka stated that based on the review and requirements of the MS4, the EAC decided to make a recommendation to the Board of Commissioners to consider a short-term part-time person to manage, fabricate a database, do the reporting requirements, and communicate with the Department of Public Works, Planning and Zoning, and EAC.

On motion of Mr. Miller, seconded by Mrs. Benning, the Environmental Advisory Council voted 4-0 to recommend to the Board of Commissioners to hire a part-time MS4 coordinator as the EAC is not equipped to address, nor have the resources to address Keystone Consulting Engineers list regarding items #4 through #8. However, the EAC will accept responsibility for items #1 through #3 as recommended by Keystone Consulting Engineers list. All in favor.

Ms. Sopka updated the EAC on **township community mapping** and she advised that most surrounding municipalities do this in-house. Mrs. Ackerman inquired if the Public Works Department has specific mapping. This will continue to be worked on. The state and EPA needs to review this map.

Consider contacting **Responsible Recycling Services (RRS)** to evaluate what would be required by the Township to utilize RRS for electronic recycling event in 2015. Ms. Sopka stated that the RRS conducted an electronic recycling event in Upper Saucon and the proceeds benefited the Upper Saucon Library. Ms. Sopka has been in communication with the Salisbury Township School District (STSD) and would coordinate with the Township to provide use of their parking lot for this type of event. The proceeds would need to be discussed. Communication would be made with the school district in the near future.

RRS arranges pick-ups (residential or commercial), organize number of events, they have a network of drop off centers, and they provide recommendations on recycling. This will be an item to consider for future events.

Additional Information

Public Comments

None

Agenda for Next Meeting

MS4 – Salisbury Township Municipality detention basin

Adjournment

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