

**Palmer Township, Northampton County**

**Environmental Steering Committee Meeting Minutes**

**May 22<sup>nd</sup>, 2024, 6:30PM, 3 Weller Place, Lower-Level Municipal Meeting Room**

**1. Roll Call**

- a. Present: Karen Adams, Bill Hartin, Tony Rose, Colin Burke, Celia Williams, and Phil Perhamus.
- b. Also present: Zach Trexler and Dawn Burke
- c. Absent: Michael Brett
- d. The meeting was called to order at 6:30PM.

**2. Approval of Meeting Minutes from April 24<sup>th</sup>, 2024**

- a. Adams asked if anyone had any corrections or comments on the minutes. Hearing none, Hartin made a motion to approve the minutes and Rose seconded. The motion passed by unanimous voice vote.

**3. Old Business**

**a. Earth Day**

**i. Plans & details for next year's Earth Day Event**

- 1. Adams asked if Rose could create and maintain an outline of discussion points for the Earth Day event, Rose said sure.
- 2. Adams asked if 10am-2pm worked for everyone for the duration of the next Earth Day event. Everyone confirmed it worked well.
- 3. Adams asked what date the committee wanted to hold the event on. After discussion, the tentative date for the 2025 Earth Day event was announced as April 19<sup>th</sup>.
- 4. Adams asked about the location of the 2025 event, and after discussion of various locations, it was decided that the event would be held at Fairview Park.
- 5. Adams suggested that mailings and 2025 invitations be sent to the groups who attended the 2024 event. Burke suggested sending these out around September. Trexler suggested utilizing the Palmer newsletter to advertise information early and often. Adams suggested adding a save the date to the next edition of the newsletter.
- 6. Adams asked what the potential participants and vendors could include for the event. Rose suggested Waste Management, Burke suggested that Perhamus has many groups that he can contact, and Adams said the same.
- 7. Hartin stated that the committee really needs to discuss what worked and what didn't work about the 2024 event. He also suggested that the committee needs to develop a reason for people to attend the event. He used a walk on the trail as an example.

8. Hartin suggested a deeper discussion regarding the structure of the event, specifically relating to presentations. Hartin suggested that there be 2 groups of attendees/vendors attending the event. The first group would be presenters that would be promoting their organization at a specific time. The second group would be those that are there for promotion and exposure and are related to the Earth Day message. He suggested limiting the presenters to no more than 3 groups. Adams agreed. Williams suggested having designated times and locations away from the pavilion and vendors for the presentations.
9. Hartin also suggested that advertising for the event should be much more aggressive and should start much earlier than last year.
10. Burke suggested asking the schools to have classroom presentations at the event, and Williams stated that she has a contact inside the schools that she could reach out to.
11. Adams stated that next month's meeting can be focused on further details regarding the groups, presenters and overall plan for the event.

**b. E-cycle event**

**i. Contacting other municipalities**

1. Trexler stated that mobilization costs from the vendor will equate to roughly \$6,500, meaning that there is about \$3,500 outstanding after the County reimbursement. Rose asked if the Township is able to cover that cost, and Trexler stated he thinks so but that he would have to check the budget to confirm.
2. Trexler presented a list of every municipality in Northampton County and their population. Adams suggested that it is not reasonable to suggest that every county will participate in this event, especially the ones that are far away. Williams suggested that it should be Palmer only or Northampton County as a whole, and that no municipality should be excluded based on proximity.
3. Discussion was had regarding if other municipalities should be charged for participation and if so, how it will be handled. Hartin suggested sending a mailing to all municipalities to gauge the interest level of all municipalities so that a decision can be made on how and how much to charge all the municipalities in Northampton County. Williams stated that the letter should go out to municipalities by June 7<sup>th</sup>. Adams suggested that the letters should be responded to within a week. Trexler stated that as long as responses are gathered prior to the next meeting on June 26<sup>th</sup>, it will give the committee time to discuss the next steps. Burke stated that he can draft a letter and upload it to the Google Drive.

4. Perhamus stated that he can compile a list of email addresses for every municipality for the information to be sent to within the next few days.
  5. Trexler said that if the event is opened to the County, the venue would need to be held somewhere larger than the High School, like Northampton Community College. Trexler also stated that he would need to discuss with other staff members how the event would be handled if moved to somewhere outside of Palmer jurisdiction. Adams stated that we need to get permission from the Community College, Palmers Public Works Department, and Palmer Police and Fire as well. Trexler said all of this can be discussed at the next Township staff meeting.
- ii. Correspondence with Northampton County
1. Trexler stated that the County does not care whether the event is restricted to Palmer residents only or if it is open to Northampton County residents. Either way, the County will reimburse up to \$3,000 and Palmer would be responsible for anything in excess of that amount.

#### **4. New Business**

##### **a. Single Use Plastics Reduction Study**

- i. Adams stated that this was presented to the Board of Supervisors and that the Board directed the responsibility to the County. Hartin asked Adams to provide to the Committee a short description of what she is asking so that the committee can be more informed moving forward.

##### **b. Committee Membership**

- i. Adams asked Perhamus to introduce himself to everyone. Perhamus spoke about his current job and gave a brief description of his life. He said he is happy to be a part of the committee and looking forward to helping in any way that he can.

##### **c. LCAP Update**

- i. Adams asked if there was anything the committee had to be doing in regard to the LCAP, and Trexler stated that it is now in the Board of Supervisors hands to select which direction they want to go next.

##### **d. Rain Barrel demonstration update**

- i. Rose stated the event is being held on June 2<sup>nd</sup>, and that they are up to 4 participants so far. Rose stated that if they reach 6, he will need help in getting the barrel to the park for the demonstration. He stated that he would reach out to Paige Strasko for help.

#### **5. Reports**

##### **a. Board of Supervisors**

- i. No reports at this time.

##### **b. Environmental branches of Township**

- i. No reports at this time.

**6. Public Comment**

**7. For the Good of the Order**

- a. Williams announced that she is holding a 5K walk next month, June 22<sup>nd</sup> at Mill Race Park in memory of her mother. She also mentioned that she is hoping to have some health and wellness vendors attend the event as well.
- b. Williams asked what the status of the Survey was, and Hartin stated that it fell off the radar and that there were really no updates. He stated that it originated from an idea that more educational efforts were needed in order to get the environmental message out.
- c. Burke stated and handed out material regarding drone deliveries and its environmental impact in North Carolina, stating that this is going to be coming to Palmer in no time.

**8. Next Meeting: June 26<sup>th</sup>, 2024**

**9. Adjournment**

- a. Adams made a motion to adjourn the meeting and Williams seconded. The meeting was adjourned by unanimous voice vote at 8:40PM.