

Palmer Township, Northampton County

Environmental Steering Committee Meeting Minutes

March 27th, 2024, 6:30PM, 3 Weller Place, Lower-Level Municipal Meeting Room

1. Roll Call

- a. Present: Karen Adams, Bill Hartin, Tony Rose, Celia Williams, and Colin Burke.
Also present: Paige Strasko, Zach Trexler, Dawn Burke, and Phil Perhamus
- b. Absent: Michael Brett
- c. The meeting was called to order at 6:33PM.

2. Approval of Meeting Minutes from February 28th, 2023

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

3. Old Business

a. LCAP: Presentation of Draft Climate Action Plan

- i. Sean Nichols asked the committee for the comments on the draft Climate Action Plan that he created. Williams said this is a very comprehensive report, and that more comments could be given with more time to review the entire document. Adams said she had not had enough time to review the entire document as well. Nichols suggested that the plan be set up in a way that would allow both this committee and the Board of Supervisors to be able to simply follow the steps. She suggested making this report a primary discussion point at the next committee meeting. Rose suggested that any comments or edits be sent to Sean via email prior to the next meeting. Brandi Robinson told the committee that there is no rush to complete this report, this is simply the beginning of the process. Adams asked if any recommendations need to be made to the Board of Supervisors, and Strasko said that any recommendation would be within the Climate Action Plan. Strasko suggested that everyone take the time to review the plan prior to the next committee meeting on the 24th of April so that edits can be made prior to presenting to the Board of Supervisors during their meeting on May 6th. Robinson said that it is more important that we get the plan completed right rather than quickly. Robinson asked if it would be easier if the document was added to the existing Google Drive and the committee agreed that would make things much simpler. Robinson asked who if Sean or the Committee would be presenting to the Board of Supervisors, and the committee asked Sean if he would be able to do, which he then confirmed. Hartin echoed Williams and suggested that someone from the committee present an executive summary of then plan, and let Sean handle the detailed questions as they arise. The committee asked Trexler to add the Plan to the Google Drive in Word format so the committee can review and make edits/suggestions. Adams asked how

much time the presentation could take, and Strasko said to take no longer than 45 minutes.

b. Earth Day

i. Committee member updates

1. Williams told the committee that she created a sign in sheet, a list of attendees, and a letter to attendees that informs and thanks them. She also reached out to multiple entities who allowed the display of the flyer to be posted on their property. Williams also contacted Brenda DeGerolamo from the Township to have the information for the event added to the electronic sign.
2. Rose updated the committee on which locations would allow the committee to table and hand out information for the event, such as Weis, Home Depot and Redners. Rose suggested the lawn signs be placed in high traffic areas, and Adams suggested placing some along the walking trails. Adams told the committee to get availability dates to Rose so he could schedule people to table at various locations. Trexler asked the committee to create a list of where the signs will be going so it can be run by the Zoning department. Rose stated he created a coloring book and is currently looking for Crayon donations. Rose suggested a raffle idea for the event in which winners would have various gifts to choose from as winnings.
3. Adams suggested using the water bottles that were ordered as a prize for answering trivia questions correctly, rather than just giving them away. Burke suggested giving out bottles to those who stop by every table at the event.
4. Williams suggested that everyone arrives at Fairview Park at 8:30am on the day of the event for final preparations.
5. Rose asked if there would be any issues bringing electric vehicles into the park via the small driveway and lot next to the pavilion. Strasko suggested utilizing only the main parking lot but said she would discuss it further with the Public Works and Parks Departments.
6. Hartin stated that the bee video is complete and looks excellent, and that he will be bringing a 65-inch screen to display it on.
7. Rose asked if a list of native plants could be sent out, Adams stated that she could get one from the vendor.

ii. Expenditures

1. Funds expected

- a. Strasko explained that she submitted the grant application to the D&L organization for \$1,000. Strasko said that she also needs to order a few more shirts after taking inventory of what we currently have.

- ii. Williams stated that she created an ad for the vacancies on the committee that is also in the Google Drive.

c. E-cycle event

- i. Adams asked if anything needs to be discussed prior to the April meeting, specifically meeting with the school. Strasko suggested setting up a time between the April and May committee meetings to get in touch with the school. Trexler stated that the contractor was told there will be another event this year, but that a date still needs to be decided on. Adams said this needs to happen at the next meeting. Hartin said that he would accompany Strasko and Trexler to meet with the school.

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

- a. Phil Perhamus, 3306 Oregon Street stated that he was invited by committee member Burke to attend the meeting. He stated that if the committee was actively looking to fill any vacancies that he would be interested in joining.

7. For the Good of the Order

- a. Williams asked if the Board of Supervisors were going to be invited to the event. She said that it would be nice to have the Township Manager and some members of the Board there to open the event. Hartin said that he has previously mentioned to the Board information about when, where and what the event was.

8. Next Meeting: April 24th, 2024

9. Adjournment

- a. Adams made a motion to adjourn the meeting and Burke seconded. The meeting was adjourned by unanimous voice vote at 8:30PM.