

**MINUTES  
ENVIRONMENTAL PROTECTION COMMISSION  
TOWNSHIP OF MONROE  
MARCH 20, 2023**

The Regular Meeting of the Monroe Township Environmental Protection Commission was called to order by Chairperson Dan Kozak at 6:38pm in the 2<sup>nd</sup> Floor Joe Pace Meeting Room of the Municipal Complex. Adequate notice of this meeting was given as required by the annual notice of meetings.

Chairperson Dan Kozak led the Commission in the salute to the flag.

**ROLL CALL**

Present: Crystal Fox, Dan Kozak, Matthew Urquhart, Carl Wise, and Cncl. Steve McKinney

Absent: Anthony Bundi and Patricia Purdy

Guest: Matt Rosenfeld

**APPROVAL OF MINUTES**

Crystal made a note of a few additions to be made to the February 27<sup>th</sup> Meeting Minutes. Crystal Fox made a motion to approve the minutes as corrected with the additions noted of the Environmental Protection Commission meeting of February 27, 2023. The motion was seconded by Matthew Urquhart and approved by all members of the Commission in attendance.

**CORRESPONDENCE, REPORTS AND OTHER MATTERS**

- Email Correspondence – None

**NEW BUSINESS**

- Music Festival

Dan noted since Patricia Purdy is not in attendance at this evening's meeting, this Agenda Item will be held until the next meeting.

Jenn advised that she provided Patricia with the contact information for the Vice-Chairperson of the Parks and Recreation Commission along with the date of the Music Festival, which has been confirmed for Saturday, June 3<sup>rd</sup>. Dan noted, Jenn had suggested to him that the Commission try to find a "give-away" that is non-perishable and could be used later, in place of a live plant, in case the event is rescheduled or postponed. Dan spoke in reference of the various non-perishable items the Commission has given out in the past and asked that the members think of some items they would like to see the Commission purchase for the events instead of the live plants. Crystal agreed that having giveaways that are non-perishable is a good idea, noting these items can be stored for future events. Matt Rosenfeld agreed, noting the Commission should try and find items that raise awareness for the Commission. A discussion followed among the members present regarding various items that could be purchased as giveaways. Matt Rosenfeld suggested having a game set up at the table to help engage the public to stop at the table, to

which everyone agreed. A discussion followed among the members present regarding ways to engage with the public at the event. Matt Rosenfeld asked if there is a local non-profit organization that is relatable to the Environmental Protection Commission that the Commission can help raise funds for during the event, to which Cncl. McKinney said there are many organizations to choose from, however he expressed his concerns with the Commission collecting money. Crystal expressed her concerns with the Commission collecting money. Dan stated, the Commission should focus on engaging with the public and providing education and awareness at the event. Dan advised what items the Commission already has that can be used for event, a tent, a banner and the mascot.

### **OLD BUSINESS**

- Planting around basins

Dan noted that Jenn had emailed the list of all of the Township-owned basins to all of the members in their meeting packet. Dan suggested that all of the members review the list and then choose which basins they would like to choose to begin the planting of the black eyed susans. He suggested when choosing a basin, to choose one that is close to the members, where they are able to keep an eye on it.

Dan advised that he has spoken with the Township's Business Administrator and he likes the idea of the Commission planting flowers at the open area in the municipal building's parking lot. Dan is waiting to hear back from Home Depot and Lowes to see what they are willing to provide to the Commission. He asked the members present who would like to "take charge" of this project. Matt Rosenfeld stated, he would like to chair this project, to which Dan suggested he wait until he is officially appointed to the Commission before making that commitment. Carl stated, he spoke with his neighbor who is a plumber, regarding the fittings required to tap into the down spout, who provided a website which provides a lot of helpful information. Dan discussed his ideas for the down spout. Carl spoke regarding his ideas on how to successfully prepare the area for the planting of the flowers. Matt Rosenfeld asked what the Commission's initiative is for this project, to which Dan explained. Cncl. McKinney spoke regarding the reasons he is in support of this project and the benefits of the project. A discussion followed among the members present and the guest from the public regarding the planting around the basins project.

- Community Garden

Dan noted that Mr. Gerstein has advised that the opening day for the gardens will be April 15<sup>th</sup>. They have several previous gardeners returning along with some new gardeners who have expressed interest in the program. Mr. Gerstein will be submitting the applications for both the previous and new gardeners along with their application fees to the Clerk's Office once everything is complete. Crystal asked if the Community Gardens have a Facebook page that can be shared to make the public more aware of the gardens, to which Dan said he believes they do have a social media presence; however, he will reach out to Mr. Gerstein and confirm.

### **PUBLIC DISCUSSION**

Carl Wise made a motion to open the Public Portion. The motion was seconded by Matt Urquhart and approved by all members of the Commission in attendance. With no one from the public present and/or wishing to speak, Carl Wise made a motion to close the Public Portion. The motion was seconded by Crystal Fox and approved by all members of Commission in attendance.

**ADJOURNMENT**

With no further business to discuss, Crystal Fox made a motion to adjourn the Monroe Township Environmental Protection Commission Meeting of March 20, 2023. The motion was seconded by Matt Urquhart and approved by all members of Commission in attendance.

Respectfully submitted,

Jennifer Harbison, Secretary

**The next scheduled Monroe Township Environmental Protection Commission meeting is Monday, April 17, 2023 at 6:30pm.**

*These minutes were prepared from excerpts of the tape-recorded proceedings of the Environmental Protection Commission Meeting of March 20, 2023 and serve as only a synopsis of the proceedings.*

Approved as submitted \_\_\_\_\_ Date \_\_\_\_\_

Approved as corrected \_\_\_\_\_ Date \_\_\_\_\_