

**MINUTES
ENVIRONMENTAL PROTECTION COMMISSION
TOWNSHIP OF MONROE
SEPTEMBER 18, 2023**

The Regular Meeting of the Monroe Township Environmental Protection Commission was called to order by Chairperson Dan Kozak at 6:35pm in the 2nd 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, Patricia Purdy, Matthew Urquhart, and Cncl. Steve McKinney

Absent: Anthony Bundi and Carl Wise

APPROVAL OF MINUTES

Patricia Purdy made a motion to approve the minutes as submitted of the Environmental Protection Commission meeting of May 15, 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
- Liaison Reports
 - Council - Cncl. McKinney said there is nothing new to report at this time. He spoke regarding Sustainable Monroe being under the direction of the Environmental Protection Commission, noting the Commission's responsibilities going forward in order to be able to maintain the Township's Sustainable status. Jenn offered to reach out to the Business Administrator regarding the responsibilities and will report back.

OLD BUSINESS

- Music Festival

Pat reported that the event went fairly well and they gave out a lot of giveaways, however, she does not believe that people truly understood why the Commission was there. She feels it might have been more informative had there been some signage pertaining specifically to the Environmental Protection Commission and maybe if they had a handout which explained the Commission's mission and purpose. Pat thanked everyone for their participation and help with the event. A discussion followed regarding the pros and cons of the event, what can be done differently and ideas on how the Commission can improve their presence at the next event to help provide a better understanding of the Commission to the residents.

- Planting around basins

Dan and Pat spoke in reference to the benefits of planting the black-eyed susans, noting that they are great pollinators. Crystal said the planting can take place this time of year or it can be done in the early spring next year. Dan said the members will have to decide whether to plant seeds or start plants, to which Crystal agreed with starting plants. Dan noted, something will also need to be placed around the plants to deter the animals from disturbing the plants. A discussion followed regarding planting inside the fence at the basins versus planting on the outside of the fence and the best locations at the basins for the planting to be seen. Pat asked where the Public Works employees would prefer the Commission to plant at the basin, to which Dan said he would reach out and report back. Crystal confirmed, the basins that they had previously decided to plant at are the basins located on Bryn Mawr and Radix Station.

NEW BUSINESS

Pat asked if there is anything coming up that the Commission should be preparing to be involved in, such as the Halloween Parade. Jenn mentioned the Fall Festival which is held prior to the parade and is similar to the Music Festival with vendors, etc. A discussion followed regarding participating in the parade. Pat said she would like to see the Commission hold off on participating in the Fall Festival and Parade this year, as there is not enough time for the Commission to properly prepare. She would like to have the Commission participate in the Music Festival again next year and begin preparing in the coming months so they will have time to make the necessary adjustments to the Commission’s signage and handouts to be able to better educate the residents about the Commission.

PUBLIC DISCUSSION

Crystal Fox made a motion to open the Public Portion. The motion was seconded by Pat Purdy and approved by all members of the Commission in attendance. With no one from the public present and/or wishing to speak, Pat Purdy 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, Pat Purdy made a motion to adjourn the Monroe Township Environmental Protection Commission Meeting of September 18, 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, October 16, 2023 at 6:30pm.

These minutes were prepared from excerpts of the tape-recorded proceedings of the Environmental Protection Commission Meeting of September 18, 2023 and serve as only a synopsis of the proceedings.

Approved as submitted _____ Date _____
 Approved as corrected _____ Date _____