

**ENVIRONMENTAL COMMISSION
REORGANIZATION AND REGULAR
MEETING MINUTES**

**January 22, 2013
7:30 PM**

CALL TO ORDER

The Reorganization and Regular Meeting of the Environmental Commission was called to order at 7:34P.M. Secretary Keller called the meeting to order and read the following notice requirements.

Notice Requirements

Adequate notice of this meeting was provided in accordance with the Open Public Meetings Act by publication of the notice in the Hunterdon County Democrat and the Courier News on December 27, 2012, and by telefaxing a copy of the notice to the Express Times and the Star Ledger on December 19, 2012. A copy of the notice was also posted in the Kingwood Township Municipal Building in December 19, 2012.

In order to ensure full public participation in this meeting, all members of this Commission, and also members of the public are requested to speak only when recognized by the Chair so that there is no simultaneous discussion or over talk, and further, all persons are requested to utilize the microphones which are provided for your use by the Township. Your cooperation is appreciated.

Roll Call

Present

Debbie Kratzer
Lois Voronin
Gail Ashley
Sandra McNicol
David Posey
Timothy Cahalin
Cynthia Niciecki
Willard Reasoner

Absent

Diana Haywood
Joe Zgurzynski

Nomination for Chairperson

It was moved by Sandra McNicol, seconded by Cynthia Niciecki and carried to nominate Debbie Kratzer Chairwoman for the Environmental Commission for the year 2013.

Roll Call Vote:

Aye	-Kratzer, Voronin, Ashley, McNicol, Posey Niciecki, Cahalin
Nay	-None
Abstain	-None
Absent	-None

2.

Nomination for Vice Chairperson

It was moved by Cynthia Niciecki, seconded by Sandra McNicol and carried to nominate David Posey Vice Chairman for the Environmental Commission for the year 2013.

Roll Call Vote:	Aye	-Kratzer, Voronin, Ashley, McNicol, Posey, Niciecki, Cahalin
	Nay	-None
	Abstain	-None
	Absent	-None

Motion and Approval of Scheduled Meeting Dates for 2013

It was moved by Sandra McNicol, seconded by Gail Ashley and carried to approve the scheduled meeting dates and time for 2013. Meeting to begin at 7:30PM, on the fourth Tuesday of each month except for November and December.

January 22, 2013	June 25, 2013	November 19, 2013
February 26, 2013	July 23, 2013	December 17, 2013
March 26, 2013	August 27, 2013	
April 23, 2013	September 24, 2013	
May 28, 2013	October 22, 2013	

Roll Call Vote:	Aye	-Kratzer, Voronin, Ashley, McNicol, Posey, Niciecki, Cahalin
	Nay	-None
	Abstain	-None
	Absent	-None

Motion and approval of local newspapers (Hunterdon County Democrat and Courier News) for advertisements for 2013

It was moved by Sandra McNicol, seconded by Cynthia Niciecki and carried to approve the local newspapers the Hunterdon County Democrat and the Courier News to advertise notices for the Environmental Commission for the year 2013.

Roll Call Vote:	Aye	-Kratzer, Voronin, Ashley, McNicol, Posey, Niciecki, Cahalin
	Nay	-None
	Abstain	-None
	Absent	-None

3.

Minutes

(1). Approval of December 18, 2012 Environmental Commission Regular Minutes

It was moved by Sandra McNicol, seconded by Gail Ashley and carried to approve the December 18, 2012 meeting minutes of the Environmental Commission.

Comments/Corrections: Page 4. Under Invasive Species – First sentence the name Melissa from the New Jersey Invasive Species Strike Team. It was requested that it should state her last name Melissa (Almendinger).

Roll Call Vote:	Aye	-Kratzer, Voronin, Ashley, McNicol, Posey, Niciecki, Cahalin
	Nay	-None
	Abstain	-None
	Absent	-None

Correspondence

(2). Copy of Memo Sent to the Parks and Recreation Committee Re: Approval for HBP Sign

Secretary Keller explained what the Parks and Recreation Committee talked about at their last meeting in January. She explained that Chairman of the Parks and Recreation, David Hewitt would like the township to order signs with the State ordinance for cleaning up after dogs in the parks in the township. He has instructed Secretary Keller to order 12 signs for all the parks in the township. There was a brief discussion on the carry-out poopy bags for the parks.

(2A). D & R Greenway Land Trust Newsletter Year End 2012

There was a brief discussion on the newsletter and the articles.

Notice of upcoming meetings: N/A

Reports

Recycling Update - Volunteer for Saturday, February 9th, 2013

Sandra McNicol explained a meeting which was held at the municipal building to discuss a solution for the recycling center. She stated that she, Cynthia Niciecki, Foreman Walter Cotier of the DPW, Debbie Kratzer Chair of the Environmental Commission, DPW Supervisor Mark Petro and Recycling Coordinator Lynn Porter all attended the meeting. She explained that Mark Petro will be looking into obtaining quotes for a frame type of roof to cover the recycling bins as well as be attached to the salt building.

4.

The Commission Members suggested that Lynn Porter call to make sure the DPW employees take time each day to crush the items down and pick up anything that has blown out of the recycling bins. Gail Ashley asked who was responsible for the recycling center, and for making sure the bins are emptied and items are crushed down so they do not blow out. Cynthia Niciecki stated that the DPW is responsible for calling the disposal company to pick up and return the empty containers. There was a lengthy discussion of ideas to improve the recycling center. Secretary Keller will pass the suggestions to the Recycling Coordinator. Sandra McNicol stated that they are hoping to put a security camera on the salt building. The Commission suggested making a list of suggestions to be submitted to the recycling coordinator and the DPW to help solve the problem. Cynthia Niciecki read a list of suggestions she wrote up years ago with Elaine Niemann.

Sandra McNicol volunteered to sit at the recycling center from 9:00am to 12:00pm on February 9, 2013 to help the public.

Hunterdon County Soil Conservation District

N/A

Old Business

N/A

Action Items:

Sustainable Jersey – Update

Tim Cahalan explained that he received an update from Jersey Central Power and Light Company regarding the energy audit, which was the last part of what needed to be included in the report. He noted that the report is complete and he just needs to submit it. He stated that the next step is for someone to come out to do a full energy audit and then the township can apply for sustainable grant funds. He gave a brief overview of the sustainable program for new member Willard Reasoner. There was a discussion on the Sustainable Committee. The Commission would like to find out more about the committee and speak to the contact person so they can schedule meetings.

MEL – Update

Chairwoman Debbie Kratzer explained that Elaine Niemann was trying to get someone to come and speak to the Commission. There was a discussion on the quarterly water test report that MEL has done for all the residents in the area of MEL. The Commission explained some background history regarding MEL to new member Willard Reasoner.

Driveway Ordinance – Update

5.

Sandra McNicol explained that she and Elaine Niemann reviewed a few more ideas for the ordinance. She stated that they plan on passing on the information to Construction Official and Building Inspector Mark Forniciari for his review.

Horseshoe Bend Park – Update

Cynthia Niciecki gave a brief update of what was new at the Horseshoe Bend Park. She explained that several dog organizations are using the Morton building for dog shows and also the outside grounds. She explained that the Morton Building is also used by the local cheerleaders for their practice sessions. She stated that all the trails were cleared of trees after the hurricane by many volunteers of the township.

Invasive Species – Update

Chairwoman Debbie Kratzer asked if the Commission would like to spend \$100 to be members of the Invasive Species organization. The Commission all agreed to spend \$100.00 towards the membership to the Invasive Species.

It was moved by Gail Ashley, seconded by David Posey and carried to spend \$100 to be members of the invasive species team.

Roll Call Vote:	Aye	-Kratzer, Voronin, Ashley, McNicol, Posey, Niciecki, Cahalin
	Nay	-None
	Abstain	-None
	Absent	-None

Sandra McNicol suggested getting volunteers to help clean up the trails in several of the parks.

Site Plan Reviews

N/A

New Business

(3). ANJEC 2013 Membership Dues

It was moved by Gail Ashley, seconded by Sandra McNicol and carried to approve to renew dues for the Environmental Commission for ANJEC 2013 Membership Dues in the amount of \$290.00 for the first seven members, and \$25.00 for each additional member to total the amount to be \$390.00.

6.

Roll Call Vote:	Aye	-Kratzer, Voronin, Ashley, McNicol, Posey, Niciecki, Cahalin
	Nay	-None
	Abstain	-None
	Absent	-None

(4). Radon Action Awareness Month

There was a brief discussion on the package of material from the Township Committee regarding Radon Action Awareness Month. It was discussed how the Radon Action Partnership Packet offers outreach suggestions for promoting testing and mitigation of homes and includes an order form for radon materials. They reviewed a list of example activities used by municipalities that are very effective for increasing local radon awareness. There was a discussion regarding State Representatives who came to the Environmental Commission to speak to the environmental commission and the public about ground water and testing. It was stated that they offered to do several water tests at homes in Kingwood of some of the members and residents. Those Commission Members who were chosen for the testing will bring their results next month for the Commission to discuss the results.

(5). Raritan Headwaters Association Re: 23rd Annual Stream Cleanup

Chairwoman Debbie Kratzer reviewed the letter regarding the 23rd Annual Stream Cleanup. She asked if anyone would be interested to lead a stream cleanup in the township. There was a discussion of different ideas that may be good places to have a cleanup. Sandra McNicol suggested that we should keep this in mind for the future.

FYI Robert O'Neil, Principal Watershed Protection Specialist is the new contact person for the Lockatong and Wickecheoke Creek Watersheds Restoration and Protection Plan Swale and Restoration Projects at the Kingwood Park.

Debbie Kratzer reviewed.

(6). Seminar – Sustainable Jersey Forums on Climate Change Adaptation Efforts

Debbie Kratzer reviewed.

(7). Notice from the N.J.D.E.P. / Unregulated Heating Oil Tank Program Re: Block 14, Lot 27 – 2876 Route 29

Debbie Kratzer reviewed.

(8). Seminars – Harvesting the Rain; Reducing Runoff with Green Infrastructure (and) Harvesting the Rain; Green Infrastructure for a Healthier Rahway Watershed

7.

Chairwoman Debbie Kratzer reviewed several seminars and webinars that are available to the Commission Members. She stated that most are reasonable prices to attend and that the webinars are also not that expensive and that the Environmental Commission will pay for anyone to attend. She noted that if the Commission Members are unable to attend the seminars, they are able go on the ANJEC website at ANJEC.org to see what was discussed. She stated that there is a webinar called Partnering for Wildlife Habitat, which is on Tuesday, February 12th, from 7:00-8:00pm, if anyone is interested in joining her at the municipal building.

(9). Letter from Amy Green Environmental Consultant – re – Emerald Ash Borer

Chairwoman Debbie Kratzer explained the letter from the consultant.

(10). 17 Annual New Jersey Land Conservation Rally – March 9th, 2013

Chairwoman Debbie Kratzer reviewed.

End of the Year Report

Chairwoman Debbie Kratzer reviewed. She noted that she will work on the end of year report for next month's meeting.

Environmental Commission's Goals for 2013

Chairwoman Debbie Kratzer discussed the goals from last year and asked for suggestions for this year. She feels that this list is good to have, and that it gives a goal for the Environmental Commission to strive to work towards. Debbie Kratzer would like to have more speakers come to the meetings. She noted that the members should bring their suggestions to next month's meeting.

Open Space

Sandy McNicol – Review of the January 8, 2013 Open Space and Ag Meeting

Sandra McNicol gave a brief review of the meeting of January 8th, 2013.

Debbie Kratzer talked about ATV's and stated that there is now a park available for people that are interested.

Public Comment – Privilege of the Floor

Adjournment

It was moved by Gail Ashley, seconded by Sandra McNicol and carried to adjourn the meeting at 9:38p.m. **All voted Aye on Roll Call Vote.**

Respectfully submitted, Cynthia L. Keller, Secretary

