

Elk Township Environmental Commission (ETEC)
April 8, 2015
Meeting Minutes

Attendees:

ETEC Members: Donna Nicholson, Donna Weis, Clif Daniels, Barry Cohen, and Frank Goss
Elk Twp Committee: Carolyn King-Sammons
Absent: Kevin Costello, Lori Murray
Public: N/A

I. February 2015 Meeting Minutes Approval

February 2015 meeting minutes unanimously approved.

II. Public Discussion

N/A

III. New Business

a. Acquiring and Managing Grants –

- 2007 Recreational Trails Program Grant Follow-up and Lessons Learned
Kevin Costello received correspondence from Rails to Trails that the 2007 Grant (\$25,000) was closed due to inactivity and had funds available.
- Matching Grants with ETEC Goals
All members agreed this was critical
A goal of the ETEC will be for each member to attend the ANJEC Environmental Training Session.
- Clarifying grants management process
Need to better manage and establish procedure to know what work was done, paper work submitted and confirm receipt/processing.
- Identifying Grants manager/writer

Donna Weiss will reach out to ANJEC about potential grants that are currently available.

b. Using social media for education and outreach-

- Township Guidelines for social media
Question was raised as to whether the Township Of Elk has Social Media Guidelines. Committeewoman Sammons indicated not officially but that in social media posts no children can be used. Will reach out to the Solicitor, John Alice, for further direction.
- Current online presence
Need to discuss with Anna Thomas, website manager, as to activity on the Elk Township Website to support additional use of the Township Website for outreach.
- Management of online communication
- Partnering with existing community sites

Elk Township Environmental Commission
April 8, 2015
Meeting Minutes

c. ETEC Activity Reports

- Monthly bulleted list of ETEC topics discussed to be provided to Committee Liaison to ETEC to present to the Township Committee.
- Need hours spent by ETEC members to be included in this report.
- ETEC Budget – currently the Township budget has not been approved so there is no budget.

IV. Old Business

a. Clif Daniels membership on ETEC

Confirmed Clif Daniels membership on the ETEC. HE will be sworn in at the next meeting in May 2015.

b. Signage and Maintenance at Elephant Swamp Trail

- Leash Law – Township has a leash law, Committeeman Ed Poisker is checking on getting sign(s).
- Off Road Vehicle Sign – ETEC discussed also including a sign Prohibiting Off-Road Vehicles on Elephant Swamp Trail. Committeewoman Sammons will check on this with the Township Committee.

c. Arbor Day Plans

- Saturday April 25th 10am at the Elk Township Recreational Fields.
- Kevin Costello's will mark the location of the tree to be planted and work with Frank Goss to get the hole dug and pick up the tree from Marjac.
- Marjac will have the tree ready for Friday evening before Arbor Day.
- Girl Scouts will participate and perform a ceremony at the Tree and help plant it.
- Committeewoman Sammons will read the Arbor Day Proclamation
- Clif Daniels to reach out to Project Learning Tree to get educational materials and seedlings to distribute
- Donna Nicholson to email the Aura Principal and Anna Thomas to put the Arbor Day notice on the elk Township Website.

d. Swearing in of ETEC Members for 2015

- Will be done at the next meeting, need oath (Committeewoman Sammons to get from the Township Committee)

e. Status of Township Committee resolution to pursue Sustainable NJ Designation

- Committeewoman Sammons provide the information to the Township Committee and will follow-up with email to the Committee to check status.

V. Correspondence

- Gloucester County Bird Quest Pamphlet received.
 - Donna Nicholson to provide to Anna Thomas for posting on Elk Township Website.

VI. Open Commission Discussion

Elk Township Environmental Commission

April 8, 2015

Meeting Minutes

- Earth Day celebration at Apple Farm – Committeewoman Sammons participating if anyone interested reach out to her for more information
- Planning/Zoning (P/Z) Board member from ETEC. Frank Goss attended ANJEC workshop and was informed that a member of ETEC was required to be on the P/Z Board. Donna W. will contact Mr. Eastlack to determine compliance with this requirement. Donna N. will review Elk Township Ordinance for this stipulation as well.
- ETEC agreed to have a May 2015 meeting.

VII. Adjournment

Meeting was adjourned at 9:20 pm