

UPPER NAZARETH TOWNSHIP
ENVIRONMENTAL ADVISORY COUNCIL

MINUTES July 18, 2022

- 1) The July 2022 meeting of the Environmental Advisory Council was called to order at 6:36 p.m. by Chairman Nathan Pritchard.
- 2) Roll Call
 - a) Council members present were: Nathan Pritchard, Anton Shannon, Brian Sayago, and Michelle Martin. Drew Sack joined at 7:00 and George Hasker was present during the vote on past Minutes.
- 3) Pledge of Allegiance
- 4) Courtesy of the floor
No members of the public were present
- 5) The Council approved past Minutes.
 - a) June 6, 2022 Moved by Mr. Shannon, seconded by Ms. Martin and voted by all who were present at that meeting.
 - b) June 20, 2022 Moved by Mr. Shannon, seconded by Ms. Martin and voted by all who were present at that meeting.
 - c) July 5, 2022 Moved by Mr. Pritchard, seconded by Mr. Sayago and voted by all who were present at that meeting.
- 6) Discussions on outreach – Mr. Sayago will ask the Township Secretary about applications for a booth at the UNT Community Days.
- 7) Mr. Sayago has a map of the Township. He will have it mounted to be used at UNT community Days.
- 8) Mr. Pritchard may be able to obtain a map of the Bushkill Creek watershed at a cost of approximately \$250.
- 9) Mr. Pritchard may be able to obtain brochures from Northampton County Livable Landscapes.
- 10) The Council discussed the EAC Green Space Operating Policy and Procedure. A number of changes were made to the Policy. Mr. Sayago will incorporate the changes and the Council will discuss at the next meeting. When approved, the Policy will be forwarded to the Board of Supervisors as an attachment to the Minutes.

11) Discussion of a broad communication outreach program was deferred to the next meeting.

12) ADJOURNMENT

a) Motion to adjourn was made by Ms. Martin, seconded by Mr. Pritchard and approved by all members present. The meeting adjourned at 8:05 pm.

13) The next meeting is scheduled for August 1, 2022 at 6:30 p.m. at the Township building.

Respectfully submitted,

Brian Sayago Secretary

UPPER NAZARETH TOWNSHIP
ENVIRONMENTAL ADVISORY COUNCIL
OPERATING PROCEDURES
May 16, 2022

1) NAME OF COUNCIL

- a) The name of this organization shall be the Upper Nazareth Township Environmental Advisory Council.

2) AUTHORIZATION

- a) The Board of Supervisors of Upper Nazareth Township established this Advisory Council by Ordinance 185 adopted June 2, 2021.

3) PURPOSE

- a) In accordance with Ordinances 182 and 185, the Upper Nazareth Township Environmental Advisory Council (EAC or Council) shall:
 - i) Identify environmental problems and recommend plans and programs to the appropriate agencies for the promotion and conservation of the natural resources and for the protection and improvement of the quality of the environment within Upper Nazareth Township.
 - ii) Make recommendations as to the possible use of open land areas within Upper Nazareth Township.
 - iii) Promote a community environmental program.
 - iv) Keep an index of all open areas, publicly or privately owned, including flood -prone areas, swamps and other unique natural areas, for the purpose of obtaining information on the proper use of those areas.
 - v) Advise the Upper Nazareth Township Board of Supervisors, Planning Commission, Recreation Board, or other relevant appointed bodies within Upper Nazareth Township in the acquisition of property.

4) MEMBERSHIP

- a) The EAC shall be comprised of up to seven appointed persons, all of whom shall be residents of Upper Nazareth Township. Whenever possible, one member shall also be a member of the Upper Nazareth Township Planning Commission, and one member shall also be a member of the Upper Nazareth Board of Supervisors.
- b) All members, are expected to attend scheduled public meetings. The EAC Chairperson on his/her own may, or a majority of the members present at any scheduled EAC meeting may recommend to the Board of Supervisors that any EAC member be removed from the Council when the member is absent from regular meetings for four consecutive months or who is absent more than half of the meetings in a 12 month period-

5) OFFICERS

- a) The officers of the EAC shall consist of a Chairperson, Vice-Chairperson, and Secretary.
- b) The Chairperson shall preside at all meetings of the EAC.
- c) The Vice-Chairperson shall act as Chairperson in the Chairperson's absence.

d) The Secretary shall keep the minutes and records of the Council.

6) TERMS & ELECTION OF OFFICERS

- a) Members of the EAC shall be appointed by the Board of Supervisors.
- b) The Board of Supervisors shall appoint the Chairperson of the EAC. The Vice Chairperson and Secretary shall be determined by a vote within the EAC during the January reorganization meeting, each year or when necessitated by a vacancy.

7) MEETINGS, VOTING & QUORUMS

- a) Regular meetings will be held by the EAC on scheduled, periodic, and recurring basis. The meetings will be open to the public and the schedule will be published in the same manner as other Township meetings.
- b) A quorum shall consist of four members of the seven Council seats authorized.
- c) Four members of the EAC are required to deliberate and vote on recommendations to be made to the Board of Supervisors.
- d) Workshop meetings may be scheduled by the Chairperson. These meetings are not required to have a quorum. Any proposals originating in these meetings will be brought to the next public meeting of the EAC.
- e) Action must be initiated by a motion from the floor, seconded by another member and voted in the affirmative by four members present.

8) ORDER OF BUSINESS

- a) Generally, public meetings will follow the following agenda:
- b) Roll call
- c) Public Comment
- d) Review of minutes of previous meeting and action thereon
- e) Old business
- f) New business
- g) Report of officers and committees
- h) Non-Agenda Items
- i) Adjournment

9) A record shall be kept of comments from the public speaking before the EAC.

10) ADVISORY FUNCTION AND LIMITATION

- a) The Environmental Advisory Council is to be advisory to and shall coordinate its activities with the elected officials of Upper Nazareth Township and with its agencies, planning commissions and park and recreation boards, on matters dealing with protection, conservation, management, promotion and use of all natural resources.