

**PLAINFIELD TOWNSHIP
BOARD OF SUPERVISORS REGULAR MEETING
OCTOBER 12, 2022**

The first regular meeting of the Plainfield Township Board of Supervisors ('BOS') was held on Wednesday, October 12, 2022 at the Plainfield Township Municipal Building located at 6292 Sullivan Trail, Nazareth, PA 18064. The public notice was duly advertised in the January 04, 2022 issue of the *Express-Times* newspaper and on the Township's website.

Chairman, Glenn Borger, called the meeting to order at 7:00 P.M. The Pledge of Allegiance was performed.

ROLL CALL:

The following Supervisors answered roll call: Chairman Glenn Borger, Supervisor Paul Levits, Supervisor Jane Mellert and Supervisor Donald Moore.

Also present were Solicitor, David Backenstoe, Township Engineer, Jeffrey Ott (7:00 p.m. to 8:06 p.m.), and Township Secretary/Treasurer, Selma Ritter.

ANNOUNCEMENT – Eight (8) Candidates applied for the two (2) vacant Board of Supervisor positions left by Randy Heard, term expires 01/01/2026, and Stephen Hurni, term expires 01/01/2024. On October 05, 2022, all eight (8) Candidates were interviewed during a special public meeting. On October 07, 2022, another special public meeting was held and the BOS appointed Paul Levits as Supervisor to fill the vacancy left by Randy Heard. A second Candidate will be considered this evening to fill the vacancy left by Stephen Hurni.

There was a discussion relating to the requirement of Mr. Levits needing to run for a two (2) year term in the 2023 municipal election to maintain the position.

BOARD OF SUPERVISOR VACANCY, DUE TO STEPHEN HURNI RESIGNATION, Term Expires 01/01/2024. Originally, there were eight (8) applicants for the two (2) vacant Board of Supervisor positions. However, after Mr. Levits was appointed as a Supervisor on October 07, 2022, there were seven (7) Candidates remaining for the vacancy.

It was noted that the BOS accepted Mr. Hurni's resignation on September 29, 2022; the Supervisors have 30-days to fill the vacancy, which would be until October 28, 2022.

a. Consideration and Appointment: One Applicant. The remaining Candidates for the position of Township Supervisor were:

1. Joseph Colosi.
2. Terry Kleintop.

3. Kenneth Fairchild.
4. David Johnson Sr.
5. Mark Powell.
6. Nolan Kemmerer.
7. Paige Stefanelli.

The Supervisors discussed the qualifications they are seeking for the Candidates to have to fill the vacancy. Supervisor Levits stated he would like them to have a background in administration. Supervisor Moore stated he would like to appoint someone with municipal and environmental background because the Township has projects that are sensitive in nature. Supervisor Mellert commented that a person with a background in Community Service, is willing to learn, and would like to remain on the Board is important.

Motions Sought - Round #1: Chairman Borger then proceeded with going down the list of Candidates in numerical order according to the time slot they were interviewed, and asked for a motion as follows:

1. Joe Colosi – No motion was made.
2. Terry Kleintop – Motion was made by Supervisor Moore. He reviewed Mr. Kleintop’s experience and values; no second. Motion failed.
3. Kenneth Fairchild – Motion was made by Chairman Borger, second by Supervisor Levits. Chairman Borger noted Mr. Fairchild’s business management experience, then commented he is willing to research matters. Supervisors Mellert and Moore opposed. Motion failed; vote 2-2.
4. David Johnson Sr. – Motion was made by Supervisor Mellert. She noted his volunteer background with the Plainfield Township Volunteer Fire Company and school, along with his willingness to learn. There was no second to the motion. Motion failed.
5. Mark Powell – Motion was made by Supervisor Levits, second by Supervisor Moore. Chairman Borger and Supervisor Mellert opposed. Motion failed; vote 2-2.
6. Nolan Kemmerer– No motion was made.
7. Paige Stefanelli– Motion was made by Chairman Borger, second by Supervisor Moore. Supervisor Moore noted Ms. Stefanelli’s past work experience with Plainfield Township. Supervisors Levits and Mellert opposed. Motion failed; vote 2-2.

Since there was more time remaining before the deadline to fill the vacancy and the Supervisors could not make a unanimous motion to appoint a Candidate this evening, Chairman Borger suggested delaying the appointment until the next Board of Supervisors meeting. Supervisor Mellert requested to continue with the process to vote.

Solicitor Backenstoe noted the Supervisors could take nominations and request a motion instead of proceeding down the list again.

Motions Sought - Round #2:

1. Joseph Colosi. Supervisor Moore made a motion to appoint Joseph Colosi. The motion died for a lack of a second. There was no second to the motion. Motion failed.

2. Kenneth Fairchild.

ACTION: Chairman Borger made a motion to appoint Kenneth Fairchild as a Supervisor, seconded by Paul Levits.

Prior to the vote, Chairman Borger asked if there were any comments from the governing body or the public. Supervisor Mellert voted aye and Supervisor Moore voted nay. Motion passed; vote 3-1.

Mr. Fairchild was absent from the meeting this evening. Therefore, Township Secretary/Treasurer Ritter will notify him of his appointment to the Board of Supervisors and request he come into the Township Building to be sworn in before the next Board meeting.

REORGANIZATION—the consideration and appointment of a Vice-Chairman was necessary due to the resignation of Steven Hurni, who is currently appointed as the Vice-Chairman.

ACTION: Supervisor Moore made a motion, and second by Chairman Borger, to appoint Supervisor Paul Levits as the Vice-Chairman to the Board of Supervisors.

Prior to the vote, Supervisor Mellert requested the appointment be tabled until there was a full Board. She commented that Supervisor Levits is also currently serving as the Chairman on the Plainfield Township Planning Commission. Supervisor Levits asked Solicitor Backenstoe if he could also vote, to which Solicitor Bakestone confirmed he could.

Chairman Borger then asked if there were any comments from the governing body or the public. Supervisor Levits voted aye and Supervisor Mellert voted nay. Motion passed; vote 3-1.

TREASURER —SELMA RITTER:

a. Consideration of Approval:

- September, 2022 General Fund Disbursements(\$637,770.08)
- September, 2022 Capital Reserve Fund Disbursements(\$48,439.49)
- September, 2022 Environmental Fund Disbursements(\$0.00)
- September, 2022 Highway Aid Fund Disbursements(\$0.00)
- September, 2022 Host Retro Agreement Fund Disbursements(\$0.00)
- September, 2022 Open Space Fund Disbursements(\$0.00)
- September, 2022 Recreation Fund Disbursements(\$0.00)
- September, 2022 Refuse Fund Disbursements(\$100.00)

b. September 2022 Treasurer's Report

ACTION: Chairman Borger made a motion, second by Supervisor Levits, to approve the September 2022 Treasurer's Report.

Prior to the vote Chairman Borger asked if there were comments from the Board or from the floor. Motion passed; vote- 3-0.

TOWNSHIP ENGINEER – JEFF OTT, P.E.:

a. CRG Services Management, LLC. Representatives Attorney Blake Marles, Alec Nahas, from Bohler Engineering, and Fred Ferraro, from CRG Services Management, LLC were in attendance this evening to discuss the proposed industrial development of warehouses project (a/k/a CRG), located on the property at 905 Pennsylvania Ave, Pen Argyl, PA, and answer any questions the Supervisors and/or public may have had.

i. Preliminary Land Development Plan Waiver Requests. Attorney Marles and Engineer Ott reviewed the following waiver requests, which were outlined in the Bohler Engineer Preliminary Land Development Plan letter, dated July 26, 2021, last revised on September 27, 2022:

- From SALDO Section 22-503.1.B(1) -To allow 30” X 42” plan sheet sizes in lieu of the required 24” x 36” size. The Township Planning Commission recommended this waiver at their August 15, 2022 meeting. Engineer Ott expressed his approval of this waiver request.

ACTION: Supervisor Mellert made a motion, seconded by Supervisor Moore, to approve this plan sheet size waiver request. Motion passed; vote 4-0.

- From SALDO Section 22-503.2.A – To allow 60’ scale plan sheets for individual plans and 250’ scale for overall property plans. The Township Planning Commission recommended this waiver at their August 15, 2022 meeting. Engineer Ott expressed his approval of this waiver request.

ACTION: Supervisor Moore made a motion, seconded by Supervisor Mellert, to approve the plan scale size waiver request. Motion passed; vote 4-0.

- From SALDO Section 22-503.4.B– To allow a location map of the subject property at a scale larger than 1”=1,000’.The Township Planning Commission recommended this waiver at their August 15, 2022 meeting. Engineer Ott expressed his approval of this waiver request and commented.

ACTION: Supervisor Moore made a motion, seconded by Supervisor Levits, to approve the waiver request for the location map of the subject property at a scale larger than the 1”=1,000’. Motion passed: 4-0.

- From SALDO Section 22-1009. 10 A– To allow a minimum roof drain pipe size of 12” in lieu of the required 18”. The waiver was recommended by the Planning Commission on 8/15/2022. Engineer Jeff Ott supported the waiver request and stated the 12” size is adequate.

ACTION: Supervisor Moore made a motion, seconded by Supervisor Levits, to approve the waiver request for roof drain pipe size of 12” in lieu of the required 18”. Motion passed: 4-0.

- From SALDO Section 22 - 1009.7.E – To allow a detention basin bottom slope of 1% without a low-flow concrete channel. The waiver was recommended by the Planning Commission on 8/15/2022. Engineer Ott supported the waiver request and stated the 12” size is adequate.

ACTION: Supervisor Moore made a motion, seconded by Supervisor Mellert, to approve the waiver request for the detention basin bottom slope of 1% without a low flow concrete channel. The motion was seconded by Jane. Motion passed: 4-0.

- From SWMO Section 23-307.9 – To permit a 1.8” diameter orifice within the MRC basin in -lieu of the minimum required 3 inches. The waiver was recommended by the Planning Commission on 8/15/2022. Engineer Ott supported the waiver request and stated the 12” size change was thoroughly vetted by the Planning Commission. This is a newer type of detention basin which was reviewed by the PA DEP and Northampton County Conservation.

ACTION: Supervisor Moore made a motion, seconded by Supervisor Levits, to approve the waiver request for the 1.8 diameter orifice within the MRC basin in lieu of the minimum required 3 inches. Motion passed: 4-0.

ii. Preliminary Land Development Deferral Requests. Attorney Marles and Engineer Ott reviewed the following requested Deferrals for the Preliminary Land Development Plans, which were outlined in the Bohler Engineer Preliminary Land Development Plan letter, dated July 26, 2021, last revised on September 27, 2022:

- Deferral Request From SALDO Section 22-1005.1- To defer the installation of curb beyond the proposed driveway along Route 512 as well as the entire frontage of Speer Avenue and Constitution Avenue. The deferral was recommended by the Planning Commission on 8/15/2022. Engineer Ott supported the deferral request until such a time when the BOS determines curbs are required, at their sole discretion, with a required covenant being placed on the plan.

It was noted the shape of the overall tract boundary results in sparse/inconsistent frontages, the required installation of curb would be incomplete and there would not be any further curb installed, potentially until any neighboring properties are developed/re-developed.

ACTION: Supervisor Moore made a motion, seconded by Chairman Borger, to approve the deferral request for the installation of curb beyond the proposed driveway along Route 512 as well as the entire frontage of Speer Avenue and Constitution until a time when the Board of Supervisors determine the curb should be required; a covenant with the deferral

information will be required on the recorded plan. Motion passed: 4-0.

- Deferral Request From SALDO Section 22-1015.1.A – To defer the installation of sidewalk along Speer Avenue and Constitution Avenue as well as lot 3 frontage of Route 512. The deferral was recommended by the Planning Commission on 8/15/2022. Engineer Ott supported the deferral, from an engineering perspective, with a required covenant being placed on the plan to run with the land.

Supervisor Moore made a motion, seconded by Supervisor Levits, to approve the deferral request for the installation of sidewalk along Speer Avenue and Constitution Avenue as well as lot 3 frontage of Route 512, until a time when the Board of Supervisors determine the sidewalk should be required; a covenant with the deferral information will be required on the recorded plan and must run with the land. Motion passed: 4-0.

iii. Preliminary Lot Consolidation & Subdivision Plan Waiver Requests. Attorney Marles and Engineer Ott reviewed the following waiver requests, which were outlined in the Bohler Engineer Preliminary Lot Consolidation & Subdivision Plan letter, dated July 26, 2021, last revised on September 27, 2022:

- From SALDO Section 22-703.1.A& 22-503.1.B.1 - To allow 30” X 42” plan sheet sizes in lieu of the required 24” x 36” size. The waiver was recommended by the Planning Commission on 8/15/2022. Engineer Ott approved the waiver request and commented this waiver would assist with the plan review.

Supervisor Moore made a motion, seconded by Supervisor Levits, to approve the plan sheet size waiver request. Motion passed: 4-0.

- From SALDO Section 22-703.1.C& 22-503.2.A – To allow 60’ scale plan sheets for individual plans and 250’ scale for overall property plans. The waiver was recommended by the Planning Commission on 8/15/2022. Engineer Jeff Ott supports the waiver request.

Supervisor Moore made a motion, seconded by Chairman Borger, to approve the plan scale size waiver request. Motion passed: 4-0.

b. Huratiak Homes, LLC - Mixed Use Residential Development. Developer Justin Huratiak was in attendance this evening to discuss the project and answer any questions the Supervisors and the public may have had.

Engineer Ott discussed the alleged boundary issue, which a couple of Plainfield Township residents brought up at a previous Plainfield Township Planning Commission and Board of Supervisors meeting. He noted the Huratiak project only affects a very small portion of property located in Plainfield Township, but most of it would affect the portion of property located in the Borough of Pen Argyl. The Township residents’ comments at the previous meetings alleged the maps which were used to determine the property lines were incorrect and more development would occur in Plainfield Township than what project plans were

showing. Developer Huratiak stated there are no dwelling units planned to be erected in the Plainfield Township portion of the project. At the request of Plainfield Township, Pen Argyl Borough Manager, Robin Zmoda, provided review letters from the Pen Argyl Planning Commission indicating their engineer (Barry Isett & Associates Inc.) did not have any issues with the municipal boundaries during their review. It was noted the map that the Township resident presented at the meetings was not based on a professional survey and therefore, would not take the place of survey drawings for municipal boundary identification. The Land Development Waiver granted by the Plainfield Township Board of Supervisors will remain as granted.

c. Engler Road Stormwater. Supervisor Moore inquired about the progress of the Engler Road stormwater project. Engineer Ott stated he is in the process of setting up appointments with the property owners along the road that would be affected by the project.

CURRENT BUSINESS:

a. September 14, 2022 Regular Meeting Minutes(DRAFT) – to be provided at a future BOS meeting. Due to current staff shortages, the minutes were not completed as of this evenings meeting.

b. September 29, 2022 Regular Meeting Minutes(DRAFT). To be provided at a future BOS meeting.

c. October 05, 2022 Special Meeting Minutes for BOS Candidate Interviews(DRAFT). To be provided at a future BOS meeting.

d. October 07, 2022 Special Meeting Minutes for BOS Candidate Appointments(DRAFT). To be provided at a future BOS meeting.

e. Receipt of Non-Uniform Pension Plan State Aid- \$36,263.16. As the Chief Administrative Officer of the Non-Uniform Pension Plan, Secretary/Treasurer Ritter discussed the distribution of the State Aid funds as:

- 2022 Defined Benefit Minimum Municipal Obligation (MMO) amount- \$38,299.00.
- Amount paid to date toward the 2022 Defined Benefit MMO- \$28,724.25.
- Distribution to Nationwide Custodian Account- \$9,574.75.
- \$26,688.41 of the State Aid will be kept in the General Fund to reimburse the amount of the MMO paid out from January to September.
- Remainder of 2022 Defined Contribution MMO based on actual payroll disbursements.

ACTION: Chairman Borger made a motion, second by Supervisor Moore, to approve the receipt and disbursements of the PA State Aid to fund the 2022 Minimum Municipal Obligation. Motion passed: 4-0.

f. Health Insurance Open Enrollment Period Approval – October 31, 2022 to November 11, 2022. Township Secretary/Treasurer Ritter will send a letter to the eligible employees notifying them to submit any changes or updates for the plan during this period.

ACTION: Supervisor Moore made a motion, second by Chairman Borger, to approve the Health Insurance open enrollment period dates of October 31, 2022 to November 11, 2022. Motion passed: 4-0.

g. Kobalt Construction, Inc. August 2022 Pay Application No. 1, in the Amount of \$64,971.00, for the Plainfield Township Salt Storage Shed. The disbursement was reviewed and approved by Ott Consulting, Inc.

ACTION: Chairman Borger made a motion, second by Supervisor Levits, to approve Kobalt Construction Inc. Payment Application No. 1, in the amount of \$64,971.00. Motion passed: 4-0.

h. Kobalt Construction, Inc. September 2022 Pay Application No. 2, in the Amount of \$112,500.00, for the Plainfield Township Salt Storage Shed. The disbursement was reviewed and approved by Ott Consulting, Inc.

ACTION: Supervisor Levits made a motion, second by Chairman Borger, to approve Kobalt Construction Inc. Payment Application No. 2, in the amount of \$112,500.00. Motion passed: 4-0.

i. Emergency Systems Service Company Annual Maintenance Agreement, in the Amount of \$1,096.65, Expiring One-Year From the Date Signed. This Agreement would service the Municipal Building generator.

ACTION: Supervisor Levits made a motion, second by Chairman Borger, to approve the Emergency Systems Service Company Annual Maintenance Agreement, in the amount of \$1,096. 65.

Prior to the vote Supervisor Mellert read the hourly rates and mileage reimbursement information for the Maintenance Agreement; she then suggested the Supervisors seek a service company closer to the area with lower rates. **Motion passed: 4-0.**

j. Re-Advertisement of the Administrative Assistant Position. Secretary/Treasurer Ritter noted the position had been previously advertised, but did not yield suitable candidates. She then provided information for advertising the position on/in Indeed.com, The Nazareth Key, Blue Valley Times, Express Times and Careerlink. Supervisor Mellert noted it is free to advertise on Indeed.com. It was noted that the Township is also requesting information from temporary agencies regarding their services and fees.

ACTION: Chairman Borger made a motion to approve re-advertising the Administrative

Assistant Position. Before the motion was second or voted on, the Supervisors discussed the advertising options and costs. Supervisor Mellert suggested not advertising in the Express Times due to the cost. There was a majority consensus to approve advertising with Careerlink, if the duration of the advertisement would be 30-days or longer.

ACTION: Supervisor Moore made a motion, second by Chairman Borger, to approve re-advertising the Administrative Assistant Position on Indeed.com, The Nazareth Key, Blue Valley Times, Express Times and Careerlink. Motion passed: 4-0.

k. Transfer of American Rescue Plan Act (“ARPA”) Direct Deposit Payment into General Fund Account (Received 09/08/2022) to American Rescue Plan Act Fund: \$2,556.15.

ACTION: Supervisor Mellert made a motion, second by Supervisor Moore, to approve the transfer of the ARPA funds, in the amount of \$2,556.15, from the General Fund into the ARPA Fund. Motion passed: 4-0.

l. Approval: Transfer of American Rescue Plan Act Direct Deposit Payment into General Fund Account (Received 09/09/2022) to American Rescue Plan Act Fund: \$327,180.46.

ACTION: Chairman Borger made a motion, second by Supervisor Moore, to approve the transfer of the ARPA funds, in the amount of \$327,180.46, from the General Fund into the ARPA Fund. Motion passed: 4-0.

m. Parking Issue(s) at Municipal Park, During Sport Events. The Township received a complaint regarding cars parking along the shoulder of the road at the Municipal Park during sport events. Secretary/Treasurer Ritter reported the issue had been resolved; Zoning Officer Sharon Pletchan emailed the Athletic Director at Pen Argyl School District requesting the school district ask the event attendees to not park along the shoulder of the road, and she also spoke to the Township’s Road Department Foreman, Larry Sapone, to request no parking signs be placed along the road during events. Supervisor Mellert spoke to Slate Belt Regional Police Chief Hoadley regarding parking space solutions.

n. 2013 Ford Explorer Police Vehicle. The vehicle was purchased for use by the Plainfield Township Police Department, which previously disbanded. In 2015, the Slate Belt Regional Police Force began use of the vehicle. Supervisor Mellert stated since that time, the vehicle was placed as out of service and can be advertised for sale.

ACTION: Chairman Borger made a motion, second by Supervisor Moore, to approve the sale of the 2013 Ford Explorer. Motion passed: 4-0.

o. Revised Fidelity Bank Documents, to Allow Business Online Access and to Update the Access Signatories. Secretary/Treasurer Ritter reported she and Supervisor Mellert attended a meeting with Sandee Kennedy from Fidelity Bank. At the meeting, Ms. Kennedy reviewed Fidelity’s Positive Pay product. The former Township Manager,

Thomas Petrucci, had previously met with Fidelity Bank representatives in September and October of 2021 to review Positive Pay and to be trained in how the system works and integrates with QuickBooks; the program was not officially activated. The cost to activate Positive Pay would be \$25 per month, per account. Ms. Kennedy also provided information regarding the Fidelity Bank Wealth Management; she then offered to set up meetings between Fidelity Bank representatives and the Township.

At this time, the Township needs to update the signature approvals for the Board Members and Secretary/Treasurer on the current bank account access paperwork. The previous Township Manager, Tom Petrucci, will be removed as the Positive Pay approved Township representative.

ACTION: Supervisor Moore made a motion, second by Chairman Borger, to approve updating the Fidelity Bank paperwork for signatures and for Township Secretary/Treasurer Ritter to have online access. Motion passed: 4-0.

p. CRG Management Waiver Requests. The waiver requests were discussed under the Engineer's Report above.

q. 2021 Growing Greener Grant Watershed Protection Grant Funds, of \$20,000.00 from PA Office of the Budget #35 DEP C990002569-001 Little Bushkill Streambank Restoration.

i. Secretary to Open a New 2021 Growing Greener Bank Account at Fidelity Bank.

ii. Transfer of \$20,000.00 Grant Funds from Environmental Fund to New 2021 Growing Greener Sub-Account, Within the Environmental Fund.

Supervisor Mellert noted the 2021 Growing Greener Grant for streambank restoration along the Little Bushkill is managed by Wildlands Conservancy.

ACTION: Supervisor Moore made a motion, second by Chairman Borger, to approve Secretary/Treasurer Ritter to open a 2021 Growing Greener account at Fidelity Bank and to the transfer the \$20,000.00 in grant funds from the Environmental Fund to the new 2021 Growing Greener account. Motion passed: 4-0.

r. General Code 2022 Code Codification, Dated 10/06/2022, for the Amount Between \$4,180.00 and \$4,975.00. Secretary/Treasurer Ritter provided a list of the Ordinance Legislation to be included in the Code of Ordinance update quote, which included Ordinance #407, 408, 409, 410, 412, 413, 414, 415, and 416. Supervisor Mellert suggested waiting to approve the update until a few additional Ordinances are adopted, which she believes are close to finalization. The Supervisors agreed to move forward with the above Ordinances on the list provided by Secretary/Treasurer Ritter.

ACTION: Chairman Borger made a motion, second by Supervisor Moore, to approve

the Code of Ordinance update by General Code with the list of Ordinances provided, of a cost between \$4,180.00 and \$4,975.00. Motion passed: 4-0.

PREVIOUS BUSINESS:

a. Slate Belt Multi-Municipal Comprehensive Plan (the “Comp Plan”) – Monthly Update.

i. Plan Slate Belt Multi-Municipal Comprehensive Plan (DRAFT-Received July 29,2022).

Supervisor Moore discussed a meeting the comprehensive plan sub-committee (Terry Kleintop, Paul Levits, Don Moore and Jane Mellert) had with Gilmore Associate Consultants, Judith Stern Goldstein and Stacy Yoder, on October 11, 2022. The consultants will provide guidance to Plainfield Township regarding the proposed Comp Plan, the Slate Belt meeting itself, the Municipalities Planning Code requirements and how it compares to the Townships’ current Comprehensive Plan.

Supervisor Moore further explained, that at the Plan Slate Belt meetings, which are lead by the Lehigh Valley Planning Commission (LVPC), the Boroughs expressed their desire to move forward with the plan since they do not share the same concerns with the plan as some of the Townships have (this may be due to the Townships having more area available for development).

b. Plainfield Township MS4/Stormwater Management Program –Monthly Briefing.

i. The MS4 report was submitted before the deadline of 09/30/2022. No new information was provided.

c. An Ordinance 41X, Amending Chapter 27, Part 3 (Zoning Districts and Use Regulations), Section 318 (Accessory Uses) (§27-318) to add “Raising and Keeping of Backyard Chickens and Backyard Fowl”; Amending Chapter 27, Part 2, Section 202 (Definitions) (§27-202) to add “Raising and Keeping of Backyard Chickens and Backyard Fowl”; Conflict; Severability: Repealer; Effective Date. The Supervisors briefly discussed if the Ordinance was ready for advertisement. A majority of the Supervisors agreed the Ordinance should be tabled and considered at a future meeting.

d. Clean Fill Ordinance. Supervisor Mellert provided an update on the Ordinance. She stated the Clean Fill Ordinance is close to being completed and has been placed on the October 17, 2022 Planning Commission Agenda. Once it has been updated and completed, it will go before the Board of Supervisors for consideration.

e. Update: Draft Warehouse Ordinance.

i. The definitions have been updated.

ii. The draft Ordinance will need to be reviewed along with the 100 ft setback information that The previous Township Manager, Tom Petrucci, provided. Supervisor Mellert provided an update on the Ordinance. She commented emails have been reviewed and it appears Mr. Petrucci entered the updates into the draft Ordinance, but this needs to be confirmed. Supervisor Moore commented someone should review the Township Minutes for information, which would also discuss the berms and setbacks.

f. Delegator for Slate Belt Regional Police Department/Commission (“SBRPC”).

i. Permeant Replacement for Steve Hurni. It was determined the position would be for an Alternate Commission Member, not a permanent replacement.

There was a unanimous consensus among the Supervisors to table the matter until The Township Board of Supervisors has a five member board, before voting on an Alternate for the SBRPC.

g. Update: Terms Expiring January 01, 2023.

i. Environmental Advisory Council (EAC) – two vacancies.

ii. Zoning Hearing Board (“ZHB”) – two vacancies. There was a discussion on available training for interested parties to attend before serving on the ZHB. Jeff Worthington is interested in serving another term; there are two vacancies to fill.

iii. Recreation Board – Bob Cornman is interested in serving another term.

Supervisor Moore commented he would like the opportunity to interview the candidates applying for the ZHB. The Board and Solicitor Backenstoe, discussed the ZHB process and definitions to determine a property Hardship and for Use Variances. There was a unanimous consensus to table the matter.

h. Discussion on Use of American Rescue Plan Act (ARPA) Funds. It was noted that this item and item i below should be discussed together, as they are relevant to each other. The Supervisors briefly discussed how the funds could be used.

i. Feasibility Study – Additions to Township Building (Follow-Up to Discussion on Use of American Rescue Plan Act Funds). A quote was obtained from Fedetz and Associates in August to conduct a feasibility study for revisions to the municipal building. It was determined that the first step should be a tour of the Township facilities, including the Slate Belt Police Department which currently has space in the Township Building.

The Board discussed the possibility of additions to the existing municipal building, which included another conference room and enlargement of the current conference room to accommodate more attendees. They also discussed using the funds for Engler Road improvements, which would require a meeting with the property owners in the area.

j. Update and Consideration: Northern Tier Trail Connections – Supervisors Moore and Mellert provided an update on the ongoing project, which would connect Wind Gap, Pen Argyl and Plainfield Township. Wetlands were discovered in some of the Right-Of-Ways. An easement would be needed from the rail for the Right-Of-Way. Supervisor Moore expressed his support for the connection.

Supervisors Moore and Mellert attended a meeting (with a walking tour) of the proposed trail connections on August 26, 2022 at the Waste Management portion of the trail. The duration of the walk and meeting was approximately five (5) hours and twelve people were in attendance.

Bryan Cope the Superintendent of Parks and Recreation at Northampton County distributed their October 05, 2022 minutes. Supervisor Mellert reported the conclusion reached in the minutes is for the Wind Gap to Buss Street Trailhead to segment to be used for the DCNR grant opportunity (she noted this conversation must have taken place after she departed from the meeting). It was noted during the walk that the Buss Street connection was too steep to be ADA compliant. The proposed routes were to be updated after the meeting and forwarded for review. The Plainfield Township representatives are still waiting to view the revised maps which have not been received yet.

k. Huratiak Homes, LLC Land Development Waiver Request – Update. This matter was discussed under the Engineer’s Report above.

BOARD AND FIRE COMPANY and AMBULANCEREPORTS:

- a. Planning and Zoning Report- September,2022.
- b. Road Department Report- September,2022.
- c. Recreation Board Report- September,2022. – No report received.
- d. Fire Company and Ambulance Report- September,2022.

SLATE BELT REGIONAL POLICE DEPARTMENTREPORT:

- a. Slate Belt Regional Police Department Monthly Report- September, 2022.

ACTION: Chairman Borger made a motion, second by Supervisor Mellert, to approve the submitted reports. Motion passed: 4-0.

CITIZEN’S AGENDA/NON-AGENDA

- a. Nolan Kemmerer questioned whether the American Rescue Plan Act funds could be used for Engler Road improvements. The Board responded that funds have already been budgeted toward some of the Engler Road project. Mr. Kemmerer commented Engler Road hasn’t been paved in 20 years. He also asked if the money the Board previously budgeted

toward a new Fire Truck could be used for other projects.

BOARD OF SUPERVISORS REPORTS:

a. Jane Mellert.

i. Fall Road Inspection. Supervisor Mellert asked the Supervisors to conduct a Road Inspection as stated in the Township Code. She commented the Supervisors have not been on an inspection in many years. Supervisor Levits suggested the Road Department do the inspection as they travel the roads frequently.

ii. Dead and leaning trees along the roadways and trees at the Plainfield Township Farmers Grove. In 2019, the Board adopted an Ordinance for the maintenance of trees along the Township roadways, but the Township has not moved forward. The Ordinance is in accordance with the Second Class Township Code. Lower Mount Bethel is conducting an evaluation of the trees along their roadways. It is a concern due to the number of ash trees that are dying and the possibility of power outages due to downed trees this coming winter.

iii. Slate Belt Regional Police Department (SBRPD) – The issues with the lease still need to be resolved, including if they should pay rent for the office space in the Township Building.

b. Donald Moore. No report.

c. Glenn Borger. No report.

d. Paul Levits. No report.

SOLICITOR’S REPORT – DAVID BACKENSTOE, ESQUIRE.

Solicitor Backenstoe requested an Executive Session after the meeting to review potential litigation.

ADJOURNMENT

ACTION: Supervisor Moore made a motion, second by Supervisor Mellert, to adjourn the meeting at 9:43 p.m. Motion passed: 4-0.

Respectfully submitted,

Selma Ritter
Township Secretary/Treasurer
Plainfield Township