

**PLAINFIELD TOWNSHIP
BOARD OF SUPERVISOR'S MEETING
JULY 24, 2025**

The regular monthly meeting of the Plainfield Township Board of Supervisors was held on Wednesday, July 24, 2025, at the Plainfield Township Municipal Building, located at 6292 Sullivan Trail, Nazareth, PA 18064.

Chairman, Ken Field, called the meeting to order at 6:00 P.M.

The Pledge of Allegiance was performed.

ROLL CALL:

The following Supervisors answered roll call: Chairman, Ken Field, Vice Chairman, Glenn Borger, Supervisor, Nolan Kemmerer, Supervisor, Jonathan Itterly, and Supervisor, Kenneth Fairchild.

All Supervisors were present.

Also present were Township Manager, Paige Stefanelli, Solicitor, David Backenstoe, Esq., Township Engineer Representative, Dave Crowther, and Secretary/Permit Coordinator, Amy Kahler.

Approximately 8 members of the public were in attendance.

I. SECRETARY - AMY KAHLER:

1. Executive Session Announcement held on July 24, 2025 from 5:00 PM to 5:45PM to Discuss Personnel:

Township Manager, Paige Stefanelli announced that an Executive Session was held prior to the regular meeting to discuss personnel matters from 5:00pm to 5:45pm.

2. Board of Supervisors Meeting Minutes - June 26, 2025 DRAFT:

ACTION: Motion was made by Nolan Kemmerer and seconded by Kenneth Fairchild to approve the Board of Supervisors Meeting Minutes for June 26, 2025. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

II. FINANCE DIRECTOR - NICHOLAS STEINER:

1. Review and Approval of Accounts Payable (\$185,468.48):

ACTION: Motion was made by Kenneth Fairchild and seconded by Glenn Borger to approve the Accounts Payable in the amount of \$185,468.48. *Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public.* Motion approved. Vote 5-0.

III. TOWNSHIP ENGINEER REPRESENTATIVE - DAVE CROWTHER:

A. For Consideration:

1. Letter of Credit Reduction #2 for Green Knights Industrial Park II:

Township Engineer Representative, Dave Crowther, presented the Bond reduction request for Green Knights Industrial Park II. Township Engineer Representative, Dave Crowther, advised that an inspection of the site was conducted to assess the status of secured improvements associated with land development. Keystone Consulting Engineers approved and provided a reduction bond in the amount of \$334,860.28, due to reducing the bond in the amount of \$22,889.63 for the 18-month maintenance period.

ACTION: Motion was made by Jonathan Itterly and seconded by Nolan Kemmerer to approve the Bond Reduction Letter #2 for Green Knights Industrial Park II in the amount to \$357,749.90 to \$334,860.28. *Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public.* Motion approved. Vote 5-0.

2. Community Park Master Site Plan Proposal from Keystone Consulting Engineers, Inc. for Professional Services:

Township Engineer Representative, Dave Crowther, presented the proposal from Keystone Consulting Engineers for professional services related to the Community Park Master Plan. Representative of Keystone Consulting Engineers, Jason Schweiger provided a review regarding collaboration of a master plan, which implements the needs of the community and what work would need to be completed and what phases that work should be completed in. Mr. Schweiger advised that he will work with the Recreation Board to review all information and execute as soon as possible.

ACTION: Motion was made by Kenneth Field and seconded by Jonathan Itterly to approve the Community Park Master Site Plan Proposal from Keystone Consulting Engineers, Inc. for Professional Services with work valued at \$38,750.00 for the Board Township planning plan. *Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public.* Motion approved. Vote 5-0.

IV. TOWNSHIP MANAGER - PAIGE STEFANELLI:

A. New Business:

1. Consideration of Fee Waiver Request for Pen Argyl Area Senior High School Field Rentals:

Township Manager, Paige Stefanelli, presented a request for the fee per the Townships Schedule of Fees to be waived for the Pen Argyl Area Senior High School for field rentals at the Municipal Park.

ACTION: Motion was made by Kenneth Fairchild and seconded by Glenn Borger to approve waiving of the Municipal Park field usage fee for Pen Argyl Area Senior High School. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

2. Pen Argyl Area Senior High School Score Board Purchase and Installation Discussion:

Township Manager, Paige Stefanelli, presented information regarding the Pen Argyl Area Senior High School scoreboard purchase and installation. Mr. Egan, Athletic Director, introduced himself, spoke and presented options with the cost of the project to purchase in the amount of \$10,188.00 or \$9,990.00 without permitting.

ACTION: Motion was made by Kenneth Field and seconded by Glenn Borger to approve installation of the scoreboard. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public.

Chairman, Ken Field, recommended to move forward with the solar score board, and providing additional information in regard to installation. Supervisor, Glenn Borger, requested the assistance of the Road Department for installation to possibly assist with cost, since they will be maintaining the fields.

Motion approved. Vote 5-0.

3. Consideration of Special Event for Families First 5-K Race/1 Mile Fun Walk at Wind Gap Borough Park:

Township Manager, Paige Stefanelli, presented a request from Families First organization for a special event consisting of a 5-K Race/1-Mile Fun Walk to be held at Wind Gap Borough Park on September 2, 2025. Mrs. Stefanelli requested to also include communication and confirmation with Slate Belt Police, Chief of Fire Department, and PennDOT.

ACTION: Motion was made by Glenn Borger and seconded by Jonathan Itterly to approve the Special Event for Families First 5-K Race/1 Mile Fun Walk at Wind Gap Borough Park with the coordination of Plainfield Township Fire Department Chief, Slate Belt Police Department and PennDOT approval letter. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

4. Consideration of National Night Out Donation to Slate Belt Regional Police Department for Petting Zoo in conjunction with Wind Gap Borough and Pen Argyl Borough:

Township Manager, Paige Stefanelli, presented a request for a donation to the Slate Belt Regional Police Department for National Night Out event. The donation would support a petting zoo activity in conjunction with Wind Gap Borough and Pen Argyl Borough. The estimated cost is \$450, Wind Gap was approved to donate \$150.00 at their meeting and Pen Argyl will also be submitting the same donation if approved.

ACTION: Motion was made by Kenneth Fairchild and seconded by Glenn Borger to approve the donation in the amount of \$150.00 for National Night Out-Slate Belt Regional Police Department for the petting zoo in conjunction with Wind Gap Borough and Pen Argyl Borough, if Pen Argyl does not approve the donation then Plainfield Township will split with Wind Gap Borough the full cost of the petting zoo. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

IX. SOLICITOR'S REPORT - DAVID BACKENSTOE, ESQ.:

1. Solicitor David Backenstoe requested an Executive Session with no action anticipated to be taken following the adjournment of the Board of Supervisors meeting.

XI. SLATE BELT REGIONAL POLICE DEPARTMENT REPORT:

1. Slate Belt Regional Police Department Report - July 17, 2025:

ACTION: Motion was made by Glenn Borger and seconded by Kenneth Fairchild to accept the Slate Belt Regional Police Department Report for July 17, 2025. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

XII. CITIZEN'S AGENDA/NON-AGENDA:

- **David Lobb**

Mr. Lobb is expressing his concern of the large trucks still utilizing the jake braking and there are no signs. Mr. Lobb is requesting the Township contact PennDOT. Township Manager, Ms. Stefanelli, advised Mr. Lobb that Keystone Consulting Engineers has written a letter and we are still waiting for a response. Mr. Dave Crowther indicated that he will contact them in regard to a status.

- **Millie Beahn**

Ms. Beahn indicated that she recently attended the Slate Belt Regional Police Department meeting held in Wind Gap and they conducted a presentation of a study that was completed. Ms. Beahn indicated that she had thought that Plainfield Township

voted against completion of the study, Supervisor, Kenneth Fairchild, confirmed that Plainfield Township did vote against it, but majority of the vote was for it so, they proceeded with the study. Ms. Beahn indicated that even though Plainfield Township voted against it, she thinks they should present it to all parties. Supervisor, Kenneth Fairchild can inquire if the Slate Belt Regional Police Department will be presenting it to other Municipalities.

- **Jane Mellert**

Ms. Mellert expressed how misleading it is to the public that under Plainfield Township's ad, it indicates that there is only one meeting held a month on a Wednesday. This should reflect both meetings.

XIII. BOARD OF SUPERVISORS REPORTS:

- **Ken Field**

Chairman, Ken Field, stated that social media is running wild. There is an internet cowboy, who is cyber bullying myself and other members of the Board of Supervisors, which is not appreciated. These are accusations and information is being pulled out of Right to Knows. Again Mr. Field, indicated this will not be tolerated.

- **Glenn Borger**

Nothing to report.

- **Nolan Kemmerer**

Nothing to report.

- **Jonathan Itterly**

Nothing to report.

- **Kenneth Fairchild**

Supervisor, Kenneth Fairchild, reported that he has received some complaints that on Grand Central and Delabole Roads there are numerous accidents and there are a set of bushes that are overgrown and need trimming. Mr. Fairchild expressed eagerness to contact PennDOT to have the roadway maintained due to the high increase in accidents or have the homeowner contacted to maintain also. Chairman, Ken Field, also requested within the letter to PennDOT to include the following, Belfast Road, Getz Road, Sullivan Trail, and Bangor Road (191), for completion of trimming maintenance.

Chairman, Ken Field, requested to amend the agenda to include the Township Manager, Paige Stefanelli to write correspondence to PennDOT regarding maintaining their right-of-way and to the homeowner.

ACTION: Motion was made by Kenneth Fairchild and seconded by Ken Field to accept amending the agenda to include correspondence to homeowner and PennDOT to maintain their right-of-way. *Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public.* Motion approved. Vote 5-0.

ACTION: Motion was made by Jonathan Itterly and seconded by Kenneth Fairchild to accept amending the motion to include in the letter to PennDOT the additional roads of Belfast Road, Getz Road, Sullivan Trail, Bangor Road (191). *Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public.* Motion approved. Vote 5-0.

XIV. ADJOURNMENT:

Having no further business to come before the Board of Supervisors, the motion was made by Glenn Borger and seconded by Kenneth Fairchild to adjourn the meeting. Motion approved. Vote 5-0.

The meeting adjourned at 7:19 P.M.

Respectfully submitted,

Amy Kahler
Secretary/Permit Coordinator
Plainfield Township