

**PLAINFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
April 9, 2025**

The regular monthly meeting of the Plainfield Township Board of Supervisors was held on Wednesday, April 9, 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.

I. ROLL CALL:

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

Also present were Township Manager, Paige Stefanelli, Township Solicitor, David Backenstoe, Township Representative for Keystone Consulting Engineers, Dave Crowther, and Permit Coordinator, Amy Kahler.

II. SECRETARY – AMY KAHLER:

1. Board of Supervisors Meeting Minutes- March 12, 2025-

ACTION: Motion was made by Kenneth Fairchild and seconded by Jonathan Itterly to approve Board of Supervisor Meeting Minutes for March 12, 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.

2. Grand Central Sanitary Landfill (Waste Management) Monthly Update –

Mr. Joe Statile, Representative from Waste Management, reported that Waste Management is currently operating at 2,000 tons per day. Ms. Adrienne Fors, also present on behalf of Waste Management, advised that there will be a capping project soon and will report updates when they are available.

Ms. Fors provided the Board of Supervisors with a printed copy of the Power Point that was previously presented to the Planning Commission with respect to their Rezoning Request. Ms. Fors reviewed the current Host Agreement, in which amendments could possibly be made due to the discussion at the March 12, 2025 Board of Supervisors Meeting.

There was an open discussion on why this would and would not be beneficial during this time of a Rezoning request submitted by Waste Management, but Ms. Fors

indicated that the Waste Management Administrative Team discussed options and can provide an amended Host Agreement to Solicitor Backenstoe for review.

3. Fill the Bin- Tony & Lori Biechy-

Mr. Tony Biechy was present on behalf of Fill the Bin. Mr. Biechy provided an overview of the service they provide indicating that they would be able to provide a report on a monthly basis of what has been obtained.

Supervisor, Nolan Kemmerer, indicated that there is a bin located at the Plainfield Township Fire Company on Sullivan Trail and fears that the amount of donations may decrease if a bin is placed within close proximity of the current donation bin and does not want to see any issues occur. Chairman, Ken Field, indicated that he would like to see a bin placed in a more beneficial area.

II. TOWNSHIP ENGINEER REPRESENTATIVE – DAVE CROWTHER:

1. Notice of Intent to Remediate- Slate Belt Industrial Center- 991 Pennsylvania Avenue- Jaindl Land Company- *UPDATE*

Township Engineer Representative, Dave Crowther, provided an update on the Notice of Intent to Remediate. He is in agreement with the plan provided by the Applicant, Jaindl Land Company. The applicant, Jaindl Land Company is awaiting final approval from DEP.

2. Lefevre and Heitzman Road Culvert Replacements- *UPDATE-*

Mr. Crowther provided pictures of the completed culverts. Both Lefevre Road and Heitzman Road have been opened as of Friday. A concrete wall is currently being completed along Lefevre Road to further direct Stormwater discharge to alleviate road erosion near the culvert.

3. Hahn Road – Discuss repair and cost estimates

Mr. Crowther indicated that he met with a representative from Earth Engineering, as well as the Assistant Road Department Foreman, Jim Ackerman, and discussed placing 2B Stone to correct the damaged road but fear it will wash out during another storm. Earth Engineering recommended pouring concrete to stabilize the road to eliminate erosion and washout of the roadway. Earth Engineering requested that a survey of Hahn Road be completed. This would cost approximately \$10,666.80. Once the survey has been completed, Earth Engineering will provide a proposal to repair the entirety of Hahn Road located in Plainfield Township.

ACTION: Motion was made by Jonathan Itterly and seconded by Nolan Kemmerer to approve Earth Engineering to perform a survey of Hahn Road. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public.

Resident, Jeff Stoudt, questioned if a survey is really needed to perform the work, as Hahn Road is not highly traveled.

Motion approved. Vote 5-0.

4. Glass Street- Discuss repair and cost estimates (possible culvert)- *TABLED*

Mr. Crowther reviewed the concerns on Glass Street and is currently in the process of making a recommendation for the Board of Supervisors on how to move forward.

5. Mud Run Road- Traffic Study Discussion- *UPDATE*

No Report.

6. Mud Run Road- Geotechnical Investigation Review- *TABLED*

Mr. Crowther advised that Earth Engineering is finalizing the last of the report and will present their findings at the May 2025 Board of Supervisors meeting.

III. TOWNSHIP MANAGER – PAIGE STEFANELLI:

A. Unfinished Business

1. Motion to approve SmartGov (Granicus) proposal in the amount of \$13,209.47 for 2025-2027 licensing and subscriptions for the GIS Parcel Connector and Permitting Software per the 2025 Budget-

ACTION: Motion was made by Ken Field and seconded by Nolan Kemmerer to approve the proposal received from SmartGov (Granicus). Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public.

Resident, Jeff Stoudt, asked if this was the same system that the County GIS system uses.

Mrs. Stefanelli indicated that the GIS system is different from the County, however, it could be linked with our permitting system, which is utilized to monitor all of our permits, fees, complaints etc.

Motion approved. Vote 5-0.

2. Follow up on the Administrative Office Hours and Consideration on the Proposal from the Administrative Team

Township Manager, Paige Stefanelli, requested to conduct a trial for approximately 3 months for new office hours. She is proposing an in-service day one day a week for the staff to get caught up on uncompleted work. The office would be closed to the public for that day.

Supervisor, Jonathan Itterly, believes that it would be a great idea and that Freemansburg Borough has also changed their office staff hours to 8:00am-4:00pm.

Chairman, Ken Field, indicated that he is in agreement and would recommend posting on the front door and website to make residents and businesses aware.

Resident, Millie Beahn, indicated that staff should be taking a break after working 5 hours anyways and that this change isn't necessary.

Supervisor, Jonathan Itterly, indicated that the staff is always working, even through their breaks, due to the extremely high volume of work.

3. Follow up on the J.P. Mascaro & Sons Solid Waste Collection Contract Renewal and Request for Authorization to Proceed with the Second -Year Contract Extension

Township Manager, Paige Stefanelli recommended extending the 2nd one year garbage contract option with JP Mascaro in the amount of \$930,607.92. Ms. Stefanelli indicated that if the Board of Supervisors doesn't move forward with the extension, The Township will proceed with the bidding process immediately.

Adrienne Fors, Waste Management Representative, indicated that the team would be willing to renegotiate the current Host Agreement to include free garbage.

Resident, Jeff Stoudt, asked if the cost of \$3.10 would be eliminated if the Township is amendable to the free garbage. Ms. Fors confirmed that it would not be removed.

Chairman, Ken Field, indicated that we will need to discuss this offer further.

Resident, Jane Mellert, stated that the garbage when the Host Agreement was previously discussed, it was indicated that it is never free and will always come with a cost.

Supervisor, Jonathan Itterly, questioned Ms. Mellert on what long-term projects were discussed with the previous Board of Supervisors while she was on the Board that would assist with bringing in additional revenue for the Township so that the Township would not rely on the revenue from Waste Management. Resident, Jane Mellert, indicated that the Township would have benefited using the monies towards roads, etc., instead of having free garbage. Mr. Itterly indicated that those projects did not appear to occur.

Resident, Alan Gumeny, questioned how often trash and recycling would be picked up. Ms. Fors indicated that yard waste will not be included, and that it would be picked up on a weekly basis.

Resident, Millie Beahn, is concerned that they will then be limited to the amount of garbage that can be placed outside for pickup. Resident, RJ Renna, indicates that entering into an agreement with Waste Management, while they have a pending rezoning submission, is considered a conflict of interest and would rather take into consideration the cost increase from JP Mascaro rather than accept free trash.

Resident, Paul Levits, questioned who would provide totes etc. and will this include if they are damaged. Ms. Fors indicated they would provide the totes.

4. Consideration regarding the acceptance of the Technical Assistance Agreement from Erik Kiviat, Executive Director of Hudsonia for the Hower Farms Biosolids Application

Solicitor, Dave Backenstoe, reviewed Mr. Kiviat's resume and advised that he will be utilized to assist with the Hower Farm case. Mr. Backenstoe will review the retainer cost with Mr. Kiviat and provide an update to the Board of Supervisors.

Residents, Mr. & Mrs. Rute, indicated that their daughter lives in New Jersey and now residents there are unable to use their wells due to the dumping of PFAS in the area.

B. New Business

1. Financial Operations Update
 - a. Update and Summary provided by the Interim Finance Director
 - b. Review and Approval of April 2025 Treasurer's Report and authorization to process all transactions as presented

ACTION: Motion was made by Nolan Kemmerer and seconded by Kenneth Field to approval the April 2025 Treasurer's Report and to proceed with transactions. *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.*

- c. Update on Internal Control Framework and Best Practices

No report.

2. Consideration on the request to add FURR Fix Spay as an authorized provider for the Feral Cat Program

Township Manager, Paige Stefanelli, indicated that FURR Fix Spay is the same cost as our other Feral Cat Program, however, this provider covers additional areas. FURR Fix Spay is located in Bangor, PA.

ACTION: Motion was made by Kenneth Fairchild and seconded by Jonathan Itterly to approve FURR Fix Spay to be an authorized participant of the Feral Cat Program. 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.

3. Consideration on the request to waive rental fees for the pavilion for Blue Mountain Library on June 11th and June 25th

ACTION: Motion was made by Glenn Borger and seconded by Kenneth Fairchild to approve the waiving of the fees for the use of the Pavilion by Blue Mountain Library on June 11 and June 25, 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.

4. Consideration on the Special Event Application for the Tortoise and Hare 5K to be held on May 26th from 6:30am until 12:00pm

ACTION: Motion was made by Kenneth Fairchild and seconded by Glenn Borger to approve the Tortoise and Hare 5K event on May 26. 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.

5. Motion to approve the General Code ordinance codification estimate for updates from 2022 to current (Not-to-Exceed \$4,130)

ACTION: Motion was made by Jonathan Itterly and seconded by Kenneth Fairchild to approve the General Code Ordinance Codification to be completed to not exceed \$4,130.00. 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.

6. Motion to approve resignation of Employee #373 effective March 21, 2025

ACTION: Motion was made by Kenneth Fairchild and seconded by Jonathan Itterly to approve accepting the resignation of Employee #373 effective March 21, 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.

7. Motion to hire Nicholas Steiner as the Finance Director

ACTION: Motion was made by Kenneth Field and seconded by Kenneth Fairchild to table the hiring of Nicholas Steiner as the Finance Director. *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.

8. Motion to hire Joseph LaPenna for regular part-time employment with the Road Department per the CBA and Salary Resolution

ACTION: Motion was made by Kenneth Fairchild and seconded by Nolan Kemmerer to accept the hiring of Joseph LaPenna as a regular part time employee of the Road Department. *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.

9. Motion to hire Keystone Consulting Engineers for Zoning Services on an as needed interim basis

ACTION: Motion was made by Jonathan Itterly and seconded by Kenneth Fairchild to approve the hiring of Keystone Consulting Engineers to assist with Zoning Services on an interim basis at a rate of \$110.00 per hour. *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.

10. Motion to hire Strategic Solutions to conduct a Planning Review of Waste Management's Rezoning Request

Township Manager, Paige Stefanelli, was directed to contact Strategic Solutions, whom was recommended by Keystone Consulting Engineers. She indicated that Strategic Solutions would be approximately \$90-\$210 per hour for their services. Strategic Solutions is not certain of the number of hours it will take to conduct the review.

Chairman, Ken Field, stated the Township is looking to hire a 3rd party reviewer for the submitted Rezoning Request by Waste Management.

Supervisor, Jonathan Itterly, recommended that the Township not exceed \$23,000.00 in the total cost.

ACTION: Motion was made by Nolan Kemmerer and seconded by Jonathan Itterly to approve Strategic Solutions to conduct a Planning Review of Waste Management's Rezoning Request and to not exceed \$23,000.00. *Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public.*

A Resident asked if this is being requested due to the Board of Supervisors not trusting the recommendation by the Planning Commission. Mr. Field indicated that this review is to provide the Board with an unbiased report concerning the submission. The resident stressed that the reviewers need to look at the Township as a whole.

Resident, RJ Renna, questioned if it is known that Strategic Solutions reviews or has knowledge of landfill companies. He questioned whether Strategic Solutions is being paid by Waste Management.

Supervisor, Glenn Borger, questioned if it was discussed with Strategic Solutions if they have a conflict with Waste Management.

Resident, Jane Mellert, questioned if they are being provided with a list of questions. Ms. Mellert indicated that information was not provided to all members and should be included to all members. Ms. Mellert questioned who recommended Strategic Solutions. Chairman, Ken Field, stated Keystone Consulting Engineers recommended the company.

Supervisor, Glenn Borger, questioned how the Board of Supervisors can proceed without the meeting minutes from the Planning Commission. Resident, Paul Levits, advised that the draft minutes are on the agenda to be reviewed.

Resident, RJ Renna, indicated that this is the most high-profile situation for the Township. He would suggest the Board of Supervisors review more information and wait on making a decision.

Resident, Millie Beahn, indicated that a lot of residents have attended the meetings, and to please take into consideration the information provided to the Planning Commission.

Nolan Kemmerer withdraws his motion to approve Strategic Solutions to conduct a Planning Review of Waste Management's Rezoning Request.

ACTION: Motion was made by Glenn Borger and seconded by Jonathan Itterly to table the hiring of Strategic Solutions to conduct a Planning Review of Waste Management's Rezoning Request. *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.

11. Consideration of Quotes provided by Legacy Heating & Cooling, LLC. for two A/C Unit Replacements

ACTION: Motion was made by Kenneth Fairchild and seconded by Jonathan Itterly to approve Legacy Heating & Cooling, LLC to complete 2 A/C Unit

replacements. *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.*

C. ROAD REPORT, PLANNING and ZONING REPORT, RECREATION BOARD AND FIRE COMPANY and AMBULANCE REPORTS:

1. Planning and Zoning Report -Updating Processes, Report to Follow
2. Road Department Report- Updating Processes, Report to Follow
3. Recreation Board Report- Breanne Kemmerer, Chair

Chair, Brianne Kemmerer, provided an update on some of the items that the Recreation Board has been working on. She provided information on a Disc Golf layout, Pen Argyl High School students working on a project, of a rock snake, for the trail, near the Butterfly Garden area, conducting a Trunk or Treat and Tree Lighting events with the Plainfield Township Fire Company. Mrs. Kemmerer also indicated that the Recreation Board is reviewing park areas owned by the Township and is looking at updating some of the playground equipment.

4. Fire Company and Ambulance Report- March 2025

ACTION: Motion was made by Kenneth Fairchild and seconded by Kenneth Field to approve the March 2025 Fire Company and Ambulance Report. *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.*

- a. Approval of reimbursement of the Plainfield Township Volunteer Fire Company for the purchase of the eggs (\$1,158.64)

ACTION: Motion was made by Nolan Kemmerer and seconded by Jonathan Iitterly to approve the reimbursement to Plainfield Township Volunteer Fire Company for their purchase of eggs for the Easter event in the amount of \$1,158.64. *Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public.*

Supervisor, Glenn Borger, asked if this was presented in the budget, answer was indicated No.

Motion approved. Vote 4-1. Supervisor, Glenn Borger opposed.

D. SLATE BELT REGIONAL POLICE DEPARTMENT REPORT:

1. Slate Belt Regional Police Department Monthly Report- March 2025

ACTION: Motion was made by Nolan Kemmerer and seconded by Kenneth Fairchild to approve the March 2025 Slate Belt Regional Police Department

Report. 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.

E. CITIZEN'S AGENDA/NON-AGENDA (*Only persons who have signed the Sign-In Sheet by 6:15 PM will be allowed to speak. There is a 5-minute time limit for speakers*):

- **Jeff Stoudt**

Mr. Stoudt asked for the Board of Supervisors to consider sending a letter to the Plainfield Township Fire Company's Chief, due to the passing of his father. Services are at the Township Fire Hall.

Mr. Stoudt asked if the Supervisors have taken the tour at the Landfill, and if not, to tour the facility.

- **Jane Mellert**

Ms. Mellert stated that New York state has reports produced from findings of odors etc. from landfill gases, and that there are more studies to be released momentarily.

- **Robert Kemmerer**

Mr. Robert Kemmerer advised the Board of Supervisors and Public that he is a candidate running for Judge at the Magisterial District Court level, and wanted to introduce himself and provide some background, on himself.

- **JR Renna**

Mr. Renna provided his opinion about the re-zoning request from Waste Management. Mr. Renna indicated that he appreciates that the matter was tabled and that the Board of Supervisors should consider their actions and the Planning Commission's recommendations. Mr. Renna requested further information about the review proposed by Strategic Solutions.

F. BOARD OF SUPERVISORS REPORTS:

- **Ken Field**

Nothing to report.

- **Glenn Borger**

Mr. Borger indicated that he was not aware of the information on Strategic Solutions until this week. Mr. Borger requested that the agenda and information

be provided the week prior to the Board of Supervisors and not have changes. He would like to review the agenda and packet in a timely manner.

- **Nolan Kemmerer**

Nothing to report.

- **Jonathan Itterly**

Mr. Itterly commented on Recreation Board's information about involving the different companies in the events with the Township and agrees that it is a great idea.

- **Kenneth Fairchild**

Nothing to report.

G. SOLICITOR'S REPORT – (DAVID BACKENSTOE, ESQ.)

1. Lehigh Valley Planning Commission – Comments on Zoning and SALDO Ordinance Amendments

Solicitor Backenstoe indicated that the Board of Supervisors received the LVPC's review of the proposed ordinance, and provided recommendations that he would recommend adopting. Mr. Backenstoe reviewed comments and would recommend amending the Ordinance to reflect those comments.

Board members were in agreement to make necessary recommended changes.

Mr. Backenstoe will update the ordinance and send a revised draft for consideration.

2. Consideration to advertise Ordinance No. 424, to reduce the speed limit on Mud Run Road

Mr. Backenstoe indicated that all has been provided and that the speeds are just advisory. Mr. Backenstoe will remove the wording of "curves" from the ordinance. Mr. Backenstoe is requesting approval and recommends advertising the ordinance as provided.

ACTION: Motion was made by Kenneth Fairchild and seconded by Nolan Kemmerer to approve the Ordinance No. 424, to be advertised. *Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public.*

Keystone Consulting Engineers representative, Dave Crowther, indicated incorrect MPH.

Motion is withdrawn. Mr. Backenstoe will revise the ordinance with the correct MPH.

H. 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 8:12 P.M.

Respectfully submitted,

Amy Kahler
Secretary
Plainfield Township