

**PLAINFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
JANUARY 8, 2020**

The regular monthly meeting of the Plainfield Township Board of Supervisors was held on Wednesday, January 8, 2020 at the Plainfield Township Municipal Building, 6292 Sullivan Trail, Nazareth, PA 18064.

Vice 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: Vice Chairman, Glenn Borger, Jane Mellert, and Joyce Lambert.

Also present were Treasurer, Katelyn Kopach, Administrative Assistant, Paige Stefanelli, Township Manager, Thomas Petrucci, Township Engineer, Michael Kukles and Solicitor, David Backenstoe.

I. SECRETARY–THOMAS PETRUCCI:

1. Approval of the December 11, 2019 Regular Meeting Minutes:

Chairman, Randy Heard, arrived at approximately 7:01 P.M.

ACTION: Motion was made by Chairman, Randy Heard, and seconded by Glenn Borger to approve the December 11, 2019 Regular Meeting Minutes as presented. Prior to the vote, Vice Chairman, Glenn Borger, asked if there were any comments from the governing body or the public. Motion approved. Vote 4-0.

2. Approval of the January 2, 2020 Special Meeting Minutes:

ACTION: Motion was made by Chairman, Randy Heard, and seconded by Joyce Lambert to approve the January 2, 2020 Special Meeting Minutes as presented. Prior to the vote, Vice Chairman, Glenn Borger, asked if there were any comments from the governing body or the public. Motion approved. Vote 4-0.

3. Approval of the January 6, 2020 Reorganization Meeting Minutes:

This matter was tabled for the next regular Board of Supervisors meeting.

4. Resolution 2020-08: Agricultural Security Area Application Approval (1105 Mill Road, Tax Map Parcel ID # F9-1-8) – Received December 3, 2019:

ACTION: Motion was made by Chairman, Randy Heard, and seconded by Jane Mellert to approve Resolution 2020-08 in reference to the Agricultural Security Area Application Approval for 1105 Mill Road (Tax Map Parcel ID # F9-1-8-0626). Prior to the vote, Vice Chairman, Glenn Borger, asked if there were any comments from the governing body or the public. Motion approved. Vote 4-0.

At approximately 7:02, Mr. Stephen Hurni arrived at the meeting.

5. Waste Management/Grand Central Sanitary Landfill, Inc. – Monthly Update:

Ms. Adrienne Fors stated that they are still undergoing the final capping project. The final portion will be completed in Spring 2020 which includes the installation of stone and soil. This past month, the intake tonnage has also increased. Ms. Fors noted that the bird walk will take place at 12:00 P.M. on January 18th, 2020 at Jacobsburg Park. There will be a bird count on February 16th, 2020. Waste Management is also holding a blood drive on February 7th, 2020. All Northampton County events including Electronics recycling will be added onto the Waste Management website.

II. TREASURER – KATELYN KOPACH:

1. Approval of the December, 2019 General Fund Disbursements (\$261,861.84):

ACTION: Motion was made by Joyce Lambert and seconded by Chairman, Randy Heard, to approve the December, 2019 General Fund Disbursements in the amount of \$261,861.84. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

2. Approval of the December, 2019 Treasurer’s Report:

ACTION: Motion was made by Joyce Lambert and seconded by Chairman, Randy Heard, to approve December, 2019 Treasurer’s Report. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

III. TOWNSHIP ENGINEER – MICHAEL KUKLES, P.E.:

1. 839 Engler Road Trench Drain – Report of Township Engineer:

Township Engineer, Mike Kukles, stated that after researching the 839 Engler Road property, it was found that there was a subdivision plan from 1980 which created the

lot. Unfortunately, this subdivision plan was never recorded at the Northampton County Courthouse. However, after reviewing deeds from both 1980 and 1997, the description of concrete monuments were found 30 feet from the centerline of the road. Mr. Kukles stated that the right-of-way in that location goes back to the state highway law which is 16.5 feet from each centerline.

Mr. Kukles added that the trench drain itself is within right-of-way. In order to meet the requirements of the Conservation District, the swale would not be able to be constructed. The trench drain can be constructed but the swale would be undersized which is the main issue is at this time. Mr. Kukles stated that it is unclear who owns the front portion of the property situated at 839 Engler Road. Solicitor Backenstoe stated that if the Board of Supervisors intends to move forward with this issue, then a title search would be necessary. Solicitor Backenstoe added that one thing is certain, which is the Township does not own that portion of land. Solicitor Backenstoe will perform a title search and report back to the Board of Supervisors at the next regular meeting.

IV. TOWNSHIP MANAGER – THOMAS PETRUCCI:

1. Slate Belt Multi-Municipal Comprehensive Plan – Monthly Update:

Township Manager, Tom Petrucci, did not have a report at this time.

2. Plainfield Township Act 537 Official Plan Update – Monthly Briefing:

Township Manager, Tom Petrucci, did not have a report at this time.

3. Plainfield Township MS4/Stormwater Management Program – Monthly Briefing:

Township Manager, Tom Petrucci, did not have a report at this time.

4. Public Hearing: Conservation Development Ordinance:

Township Manager, Tom Petrucci, stated that the Planning Commission drafted the Conservation Development Ordinance with the assistance of the Township Engineer, Township Manager, and Township Solicitor. This is an amendment to the current Conservation Development Ordinance. This amendment cleans up and simplifies language for a more clear understanding. No major changes are being proposed at this time to the dimensional lot sizes as set forth in the existing ordinance. Mr. Petrucci began the public hearing portion of the ordinance adoption. No residents in attendance had any questions or comments at this time.

5. Consideration of Adoption: Conservation Development Ordinance (Ordinance No. 397):

ACTION: Motion was made by Chairman, Randy Heard, and seconded by Joyce Lambert to adopt the Conservation Development Ordinance (Ordinance No. 397) as presented. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.

Township Resident, Millie Beahn, questioned whether this is the ordinance that allows for 5 acre minimum subdivisions. Township Manager, Tom Petrucci, confirmed that this was the ordinance she was referencing; however, he noted that if the applicant were to subdivide into smaller lots that are less than 5 acres, this can be permitted as long as a Conservation Development process is followed.

Motion approved. Vote 5-0.

6. Public Hearing: Plainfield Township Official Map and Corresponding Ordinance:

Township Manager, Tom Petrucci, stated that the Township received a grant through Lehigh Valley Greenways. He added that there has been an extensive review on the map. All greenway areas and riparian corridors identified on the map have been determined to be significant. At this time, the public hearing began. No comments were made by any residents in attendance.

7. Consideration of Adoption: Plainfield Township Official Map and Corresponding Ordinance (Ordinance No. 398):

ACTION: Motion was made by Chairman, Randy Heard, and seconded by Joyce Lambert to adopt the Plainfield Township Official Map and Corresponding Ordinance (Ordinance No. 398). Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

8. Review of Plainfield Township Planning Commission Recommendations: Raising and Keeping of Domesticated Poultry Zoning Ordinance Amendment (DRAFT):

The Planning Commission has reviewed this ordinance and recommended the following changes:

- i. The Planning Commission recommended that guinea fowl and turkeys should only be allowed on lots that are equal to and greater than five (5) acres or more due to the nesting and roaming habits of these fowl, as well as their tendencies to have foul/aggressive personalities. It was the overall general sentiment of the Planning Commission that turkeys and guinea

fowl need not be regulated within the Township beyond the five (5) acre limit. It was stated that turkeys and guinea fowl apparently do not fare well when placed in coop structures.

- ii. Section 3, D (2) should be revised to allow residents to have up to twelve (12) chickens on a one (1) acre parcel. Residents that have two (2) to five (5) acre lots should be permitted to keep up to twenty-four (24) chickens. **Lots greater than five (5) acres should be allowed to have unlimited amounts of chickens, as per the Planning Commission.** The Township Manager noted that there are missing suggestions for lots that are between ½ acre and up to one (1) acre; similarly, there are missing suggestions for lots that are between one (1) acre and two (2) acres.

Members of the Board of Supervisors recommended to have a maximum of 24 chickens for any residential lot over 3 acres. Additionally, turkeys and guinea hens will be removed from the ordinance. Mr. Petrucci will revise the ordinance as directed and will advertise the ordinance after the revisions have been made.

ACTION: Motion was made by Jane Mellert and seconded by Chairman, Randy Heard, to revise and advertise the Raising and Keeping of Domesticated Poultry Zoning Ordinance Amendment as discussed. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

9. County of Northampton 2021 Municipal Solid Waste Plan – Notification of Municipal Comment Period (December 23, 2019 to February 7, 2020):

The Township has received the notification of Municipal Comment Period for the 2021 Municipal Solid Waste Plan. Mr. Petrucci stated the draft plan is available on the Northampton County website. This plan requires the County to allocate sufficient disposal capacity. Mr. Petrucci previously submitted comments regarding the Solid Waste Plan due to being on the committee; however, he stressed that the Township still has the opportunity to submit comments.

10. Review of Community Park Survey Results:

Mr. Petrucci stated that the results of the Community Park Survey are in. Approximately only 1% of Township Residents responded to the survey. The Recreation Board has also reviewed the results and created a better way to send out the survey for additional participants. They recommended to send the survey out digitally which includes putting the link on the Township website and using the Nixle Alert System. The due date for the survey will be February 14th, 2020. Extending the due date will slightly delay the Community Park Project. The Board has the option of submitting the plan as is for an NPDES permit, however, if additional amenities were

to be added at a later date, then the Township would incur the cost of an additional permit.

ACTION: Motion was made by Glenn Borger and seconded by Chairman, Randy Heard, to send out the Community Park Survey digitally for input from Township Residents. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

11. Potential Real Estate Acquisition – 744 Rasleytown Road (Tax Map Parcel ID# G8 12 1 0626):

ACTION: Motion was made by Jane Mellert and seconded by Glenn Borger to proceed with a verbal offer for 744 Rasleytown Road (Tax Map Parcel ID# G8 12 1 0626) in the amount of \$50,000.00. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.

Vice Chairman, Glenn Borger, noted that this piece of property will assist in the protection of Little Bushkill Creek. Township Manager, Tom Petrucci, stated that if the Township were to move forward with the offer, residents will need to be notified of the Township's interest. If the residents are not supportive of the Township's intentions, issues may arise. Mr. Petrucci recommended communicating with the residents prior to the offer and then proceed with the offer.

Motion denied. Vote 2-3, with Chairman, Randy Heard, Joyce Lambert, and Stephen Hurni opposed.

Mrs. Mellert stated that the Township has collected Open Space EIT funds designated for purchases of land and agricultural conservation easements as outlined in the adopted Plainfield Township Open Space Plan. Ms. Mellert noted that the Township should be utilizing funds from the EIT Fund. Mr. Hurni questioned when the EIT tax will end as this tax takes approximately \$300,000.00 a year from residents in the Township.

12. Plainfield Township Volunteer Fire Company Annual Audit Cost:

Mr. Petrucci spoke with the CPA firm that the Township utilizes for the annual audit and received a quote for performing an audit for the Plainfield Township Fire Company. The total can range from \$5,000.00 to \$6,000.00.

ACTION: Motion was made by Chairman, Randy Heard, and seconded by Stephen Hurni to provide the Plainfield Township Fire Company with up to \$6,000.00 in order to conduct an annual audit. Prior to the vote, Chairman, Randy

Heard, asked if there were any comments from the governing body or the public.
Motion approved. Vote 5-0.

13. Consideration of Approval: 2020 No Nonsense Neutering Contract:

Township Manager, Tom Petrucci, stated that the Township included fifty (50) \$35.00 vouchers to the 2020 Adopted Plainfield Township Budget for feral cat neuters and spays.

ACTION: Motion was made by Jane Mellert and seconded by Stephen Hurni to approve the 2020 No Nonsense Neutering Contract. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

14. Request of Wind Gap Borough for Use of Municipal Building as Alternate Emergency Operations Center:

Township Manager, Tom Petrucci, stated that the Municipal Building would act as an alternative “Headquarters/Command Post” for Wind Gap Borough during an emergency. No residents would be permitted to stay at the building (i.e. this is not a request to use the Plainfield Township Municipal Building as an emergency shelter).

ACTION: Motion was made by Chairman, Randy Heard, and seconded by Stephen Hurni to approve Wind Gap Borough to utilize the Municipal Building as an Alternate Emergency Operations Center. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

15. Administrative Assistant- 2020 Insurance Opt-Out Payments:

ACTION: Motion was made by Chairman, Randy Heard, and seconded by Stephen Hurni to continue the 2020 Health Insurance Opt-Out Payments to Administrative Assistant, Paige Stefanelli, in the amount of \$2,500.00 to be distributed in 27 bi-weekly payments (due to Leap Year), under the express condition that the Administrative Assistant is not receiving health insurance benefits from Plainfield Township during the 2020 fiscal year. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

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

1. Planning and Zoning Report- December, 2019:
2. Road Department Report- December, 2019:
3. Fire Company and Ambulance Report- December, 2019:
4. Recreation Board Report- December, 2019

ACTION: Motion was made by Chairman, Randy Heard, and seconded by Stephen Hurni to approve the December, 2019 reports as listed and presented. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* Motion approved. Vote 5-0.

SLATE BELT REGIONAL POLICE DEPARTMENT:

1. Slate Belt Regional Police Department Monthly Report- December, 2019:

ACTION: Motion was made by Chairman, Randy Heard, and seconded by Stephen Hurni to approve the December, 2019 Slate Belt Regional Police Department Monthly Report as listed and presented. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* Motion approved. Vote 5-0.

CITIZEN'S AGENDA/NON-AGENDA:

Don Moore- Mr. Don Moore presented positive land use developments to the Board of Supervisors. The presentation provided by Mr. Don Moore is hereby incorporated for reference in these minutes as though it were more fully set forth at length as "Exhibit A".

BOARD OF SUPERVISORS REPORTS:

1. *Glenn Borger, Vice Chairman-* No Report
2. *Joyce Lambert-* No Report
3. *Jane Mellert-* No Report
4. *Stephen Hurni-* No Report
5. *Randy Heard, Chairman-* No Report

SOLICITOR'S REPORT- DAVID BACKENSTOE, ESQUIRE:

Solicitor Backenstoe's comments were addressed earlier in the meeting.

ADJOURNMENT:

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

The meeting adjourned at 8:50 P.M.

Respectfully submitted,

Thomas Petrucci, Township Manager/Secretary
Plainfield Township
Board of Supervisors

These minutes were prepared with the assistance of the Administrative Assistant of the Township, Paige Stefanelli, under the direction of the Township Manager/Secretary.