

**PLAINFIELD TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
FEBRUARY 9, 2022**

The regular monthly meeting of the Plainfield Township Board of Supervisors was held on Wednesday, February 9, 2022 at the Plainfield Township Municipal Building, which is located at 6292 Sullivan Trail, Nazareth, PA 18064. The meeting public notice was duly advertised in the January 4, 2022 issue of the *Express-Times* newspaper.

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, Vice-Chairman Stephen Hurni, Supervisor Jane Mellert, and Supervisor Donald Moore. Supervisor Randy Heard was excused from attending the meeting.

Also present were Township Manager Thomas Petrucci, Township Engineer Jeff Ott, P.E., Zoning Officer Sharon Pletchan, Building Code Official/Administrative Assistant Paige Stefanelli, Building Code Inspector Sherwin Miller, and Solicitor David Backenstoe.

**I. TOWNSHIP SECRETARY– THOMAS PETRUCCI:**

1. Executive Session Announcement (Personnel) – 1/27/2022 (6:16 PM to 7:00 PM):

Tom Petrucci reported that the Board of Supervisors held an executive session on January 27, 2022 from 6:16 PM to 7:00 PM to discuss personnel matters.

2. Executive Session Announcement (Personnel) – 1/27/2022 (8:02 PM to 8:51 PM):

Tom Petrucci reported that the Board of Supervisors held an executive session on January 27, 2022 from 8:02 PM to 8:51 PM to discuss personnel matters.

3. Approval of the January 12, 2022 Regular Meeting Minutes (DRAFT):

**ACTION: Motion was made by Stephen Hurni and seconded by Donald Moore to approve the January 12, 2022 regular meeting minutes.**

*Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public.*

**Motion approved. Vote 4-0.**

4. Approval of the January 27, 2022 Second Regular Meeting Minutes (DRAFT):

**ACTION: Motion was made by Stephen Hurni and seconded by Jane Mellert to approve the January 27, 2022 second regular meeting minutes.**

*Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public.*

**Motion approved. Vote 4-0.**

5. Blue Mountain Community Library Annual Report:

Judy Piper, who is the Treasurer of the Blue Mountain Community Library, distributed the 2021 Blue Mountain Community Library Annual Report to the Board of Supervisors. Judy Piper thanked the Board of Supervisors on behalf of the Blue Mountain Community Library for their generous contribution to the library. The 2021 Blue Mountain Community Library Annual Report is on file at the Plainfield Township Municipal Office for reference.

6. Pennsylvania State Association of Township Supervisors (PSATS) State Convention Resolutions (Consideration of Board Members):

Township Manager Petrucci notified the Board of Supervisors that the Pennsylvania State Association of Township Supervisors (PSATS) is seeking resolutions to be considered for the 2022 PSATS Annual Conference, which will be held in April.

Supervisor Mellert mentioned that the usual procedure was for the Northampton County Association of Township Officials (NCATO) to review resolutions at the NCATO County Convention to be held in the autumn. Supervisor Mellert also identified the fact that she is attending a meeting of the PSATS Resolutions Committee on March 1, 2022.

7. Approval of Withdrawal Letter and Release of Escrow Funds: Chandler Estates Subdivision:

**ACTION: Motion was made by Donald Moore and seconded by Stephen Hurni to accept the withdrawal of the Chandler Estates Subdivision and to issue a refund to the current property owner for any remaining escrow fees.**

*Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public.*

**Motion approved. Vote 4-0.**

8. Correspondence Received: Lower Mount Bethel Township Zoning Ordinance Amendment:

Township Manager Petrucci reported that Lower Mount Bethel Township is currently in the process of amending their Zoning Ordinance. A public hearing will be held in March, 2022.

Options prepared by the Township Manager concerning this matter include the following:

- Write a general letter in response stating the Township has no formal comments (or that there does not appear to be any land use conflicts).
- Assign this matter to the Planning Commission for their review and comment to review any potential land use conflicts only (it was noted that the Planning Commission may not have time to review this matter prior to the March, 2022 public hearing).
- Keep this matter at the level of the Board of Supervisors for review and comment.

**ACTION: Motion was made by Donald Moore and seconded by Jane Mellert to authorize the Township Manager, Zoning Officer and the Building Code Official to review the proposed Lower Mount Bethel Township Zoning Ordinance Amendment and to issue comments to the Lower Mount Bethel Township Board of Supervisors.**

*Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public.*

Wanda Gruber stated that she knows Lower Mount Bethel Township officials, and she will reach out to them to discuss this matter. Glenn Borger stated that only a letter is being issued at this time.

**Motion approved. Vote 4-0.**

9. 2022 Slate Belt Regional Police Department Junior Police Academy Dates: June 20, 2022 to June 24, 2022 – 7:00 AM to 3:30 PM:

**ACTION: Motion was made by Stephen Hurni and seconded by Jane Mellert to approve the dates/times for the 2022 Slate Belt Regional Police Department Junior Police Academy Dates as June 20, 2022 to June 24, 2022 – 7:00 AM to 3:30 PM.**

*Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public.*

**Motion approved. Vote 4-0.**

10. Notification and Acceptance of Resignation: Zoning Hearing Board Member:

**ACTION: Motion was made by Stephen Hurni and seconded by Donald Moore to accept the resignation of Charles Niclaus with regrets, to authorize the advertisement of the vacant position and to allow Charles Niclaus on the Zoning Hearing Board until a replacement is selected by the Board of Supervisors.**

*Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public.*

**Motion approved. Vote 4-0.**

**II. TREASURER – THOMAS PETRUCCI:**

1. Approval of the January, 2022 General Fund Disbursements (\$423,591.47)

**ACTION: Motion was made by Stephen Hurni and seconded by Glenn Borger to approve the January, 2022 General Fund Disbursements in the amount of \$423,591.47.**

*Prior to the vote, 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, 2022 Treasurer's Report:

**ACTION: Motion was made by Stephen Hurni and seconded by Glenn Borger to approve the January, 2022 Treasurer's Report.**

*Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public.*

**Motion approved. Vote 4-0.**

3. Update on American Rescue Plan Act (ARPA) Funds – Final Rule from United States Treasury Issued (Effective April 1, 2022) – Standard Allowance of Lost Revenue Category Now Permitted (A Resolution is Required for Acceptance of Funds into Budget and Final Determination of Use of Funds) – Provides Enhanced Flexibility on Eligible Uses for Local Governments:

Township Manager Petrucci reported that the United States Treasury has now issued the Final Rule for the use of ARPA Funds- effective April 1, 2022. The Final Rule allows municipalities to claim a loss of tax revenue up to \$10,000,000.00 as a standard allowance, thereby expanding the potential usage of the funds above and

beyond expenditures related only to mitigating the impacts of the COVID-19 pandemic.

No official action was taken by the Board of Supervisors concerning this agenda item. Township Manager Petrucci was directed to place this matter on the agenda of the March 24, 2022 second regular Board of Supervisors meeting for purposes of holding a discussion to ascertain the planned usage of the funds.

4. Approval: Health Insurance Opt Out Payments for 2022 - Building Code Official/Administrative Assistant (Commencing 1/1/2022) and Assistant Treasurer/Assistant Secretary (Commencing 4/1/2022):

**ACTION: Motion was made by Stephen Hurni and seconded by Donald Moore to approve the Health Insurance Opt Out Payments in the amount of \$2,500.00 for 2022, including the Building Code Official/Administrative Assistant (Commencing 1/1/2022) and Assistant Treasurer/Assistant Secretary (Commencing 4/1/2022/prorated).**

*Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public.*

**Motion approved. Vote 4-0.**

### III. TOWNSHIP ENGINEER – JEFF OTT, P.E.:

1. Letter of Credit Reduction Request #5: ASGCO Manufacturing Land Development:

**ACTION: Motion was made by Stephen Hurni and seconded by Jane Mellert to approve the Letter of Credit reduction request for the ASGCO Manufacturing Land Development in the amount of \$285,230.40 in the current amount held of \$793,280.13 to result in a new balance of \$508,049.73, in accordance with the letter of the Township Engineer dated February 7, 2022.**

*Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public.*

Donald Moore questioned whether the Township Engineer had identified any concerns outside of what was set forth in his letter dated February 7, 2022. Jeff Ott stated that there are stormwater management concerns, and that is why as-built plans are being requested for the stormwater improvements. The as-built plans will confirm compliance with the stormwater management requirements of the Township.

**Motion approved. Vote 4-0.**

*Jeff Ott left the meeting following his report to the Board of Supervisors.*

**IV. PAUL AZZARETTO – MORGAN STANLEY:**

Paul Azzaretto manages the Plainfield Township Municipal Trust Fund. Paul Azzaretto reported that the Trust Fund was down by just under one percent (1%) for the calendar year 2021. Interest rates moved up a little bit at the end of the year, so the Federal Reserve communicated that they have changed their stance on inflation. As inflation rates go up, the Fund is well-positioned to take advantage of the rising interest rates by buying bonds with higher coupon rates.

**V. SHARON PLETCHAN – ZONING OFFICER & PAIGE STEFANELLI – BUILDING CODE OFFICIAL:**

1. Chapter 10 (Health and Safety) – Part 3 (Unsafe Structures) – Report of Unsafe Structure: 499 E. Moorestown Road (Travel Inn Property- Tax Map Parcel ID # F7 11A4 -0626):

Plainfield Township adopted an Unsafe Structure Ordinance in 2017, but Township officials have not brought a property up for review by the Board of Supervisors until this time. Township Manager Petrucci reported that the Travel Inn (499 E. Moorestown Road) meets the following definitions of an unsafe structure, as per the adopted Unsafe Structures Ordinance:

- *Those which have become or are so dilapidated, decayed, unsafe, unsanitary or which fail to provide the amenities essential to decent living so that they are unfit for human habitation.*
- *Those which have become or are so dilapidated, decayed, unsafe, unsanitary or which fail to provide the amenities essential to decent living are likely to cause accidents, sickness or disease, so as to cause injury to the health, safety or general welfare of the people of the Township.*
- *Those which because of their general condition are unsafe, unsanitary or present a threat to the health, safety or general welfare of the people of the Township.*

Sharon Pletchan is the appointed Code Enforcement Officer for the Unsafe Structures Ordinance. For the Building Code/Uniform Construction Code, Paige Stefanelli is the Building Code Official and Sherwin Miller is a representative of KeyCodes Inspection Agency, which is the appointed Building Code Inspector agency for Plainfield Township.

Sharon Pletchan summarized the actions that she is requesting from the Board of Supervisors this evening as follows:

- To determine if the Travel Inn property is in fact an Unsafe Structure.
- If in fact the Travel Inn property is determined to be an Unsafe Structure by the Board of Supervisors, the governing body must authorize the next steps in how to proceed next (either requiring the structure to be repaired or demolished and to establish a reasonable timeline for either action).

A summary of the discussion that occurred concerning this agenda item is provided as follows:

- An inspection report, dated February 8, 2022, as issued by the Building Code Inspector (KeyCodes Inspection Agency) was submitted for review by the Board of Supervisors, including photographs.
- Solicitor Backenstoe clarified the options that are available to the Board of Supervisors, including sending a letter to the property owner. If the property owner does not take any corrective actions, the Board of Supervisors must understand that they may have to file an injunction to force action by the property owner. The Township may not recoup all of the expenses incurred as a result of the Township itself taking corrective actions to remediate the unsafe condition of the property. Solicitor Backenstoe also recommended that the timeframe for the property owner to correct actions should have the ability to be extended if the property owner shows progress and needs additional time.
- Sherwin Miller provided his professional opinion to the Board of Supervisors that the building is not beyond help. The state of disrepair of the building is deplorable, but the building could be saved under the right management.
- Township Manager Petrucci clarified that the Board of Supervisors must make a decision as to whether the property owner will have the opportunity to repair or demolish the structure. Township Manager Petrucci, Zoning Officer Pletchan, and Building Code Official Stefanelli recommended that the property owner should be given until March 31, 2022 to provide an executed contract for the necessary repairs and until June 30, 2022 to obtain all necessary permits and finish the necessary repairs.
- Supervisors Hurni and Moore stated that the Township should be aggressive with the timelines, given the track record of the property owner of not maintaining the property. Supervisor Moore also expressed the sentiment that the timeline could be subsequently amended if the property owner demonstrates reasonable progress to take corrective actions.

- Supervisor Mellert expressed a concern with the recommended timeframes- stating that it may not be enough time to obtain a contractor and permits, as well as complete the necessary repairs.
- Zoning Officer Pletchan stated that the property owner has been aware of these issues for an extended period of time- dating back many years. Building Code Official Stefanelli has been issuing correspondence concerning this matter since July 29, 2021, which is when the structure was vacated due to the shutoff of public water and public sanitary services.
- Building Code Official Stefanelli expressed the opinion that the property owner could meet the deadlines if the property owner takes immediate action.
- Township Manager Petrucci stated that the property is difficult to develop, because the building area is restricted as a result of various easements that are present on the property related to S.R. 33.

Following the discussion that occurred amongst the Board of Supervisors, the governing body then took official action.

**ACTION: Motion was made by Stephen Hurni and seconded by Donald Moore to authorize the Unsafe Structures Ordinance Code Enforcement Officer, who is Sharon Pletchan, to send a notice to the property owner of the Travel Inn in accordance with Section 10-307 for a “Notice to Repair” with the timeline of 1) showing progress in the form of permits/executed contract by March 31, 2022; and 2) to complete the necessary repairs by June 30, 2021. The Unsafe Structures Ordinance Code Enforcement Officer shall be empowered by the Board of Supervisors to issue time extensions to those deadlines, as is determined to be reasonable and necessary in her judgment.**

*Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public.*

Resident Jerry Lennon asked if the property owner is behind on his real estate taxes on the property, and Township Manager Petrucci responded that he is behind, but it is not enough to commence Northampton County upset sale proceedings. Jerry Lennon also asked if the Township could obtain a bond for the cost of repairing the structure, and Township Manager Petrucci responded that securing a bond is not provided for within the Unsafe Structures Ordinance.

**Motion approved. Vote 4-0.**

*Zoning Officer Pletchan and Building Code Official Stefanelli left the meeting.*



**V. TOWNSHIP MANAGER – THOMAS PETRUCCI:**

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

- Supervisor Moore stated that there is an ongoing matter with a representative of the Plan Slate Belt Steering Committee making repeated aggressive comments that are directed towards another member municipality of the Steering Committee. A similar action occurred a couple of years ago towards a Plainfield Township representative of the Steering Committee, and a response was submitted concerning this matter by Plainfield Township (the Board of Supervisors were copied on the response). This behavior, in the opinion of Supervisor Moore, exemplifies a pattern of this individual expressing a sensitivity towards the subject matter.
- Supervisor Moore noted that Lehigh Valley Planning Commission Executive Director Becky Bradley had stated during the Wednesday, February 2, 2022 Steering Committee meeting that the Plan Slate Belt will not have to provide for a sanitary landfill/solid waste use due to the fact that the use is already provided for by Plainfield Township. Solicitor Backenstoe stated that he has serious concerns with the statement, but he held back any further comment during this meeting.
- Solicitor Backenstoe clarified that the Municipalities Planning Code requires municipalities that are a part of a larger multi-municipal comprehensive plan to effectuate the land usage set forth in the comprehensive by completing one of two (2) actions in two (2) years following the adoption of the multi-municipal comprehensive plan: 1) adopt a regional Zoning Ordinance; and 2). each municipality must simultaneously adopt new Zoning Ordinances that are consistent with the land use plan set forth in the multi-municipal comprehensive plan.

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

Township Manager Petrucci reported that the sub-committee that was created to review the Act 537 Official Plan met on February 3, 2022 and resolved to provide a recommendation to the Board of Supervisors to proceed with adopting the Act 537 Official Plan and remitting it to the Pennsylvania Department of Environmental Protection (PA DEP). Additionally, it is recommended to send a survey letter to residents in the Buss Street/Glass Street area to obtain preliminary findings on the status and condition of the septic systems in that area, as coordinated by the Sewage Enforcement Officer, with the intention of ascertaining whether or not public sewer

may be warranted in the area (but to not include it in the current Act 537 Official Plan).

The current Act 537 Official Plan includes the recommended action of a Sewage Management Program, which empowers the Sewage Enforcement Officer to recommend additional pumping and inspection requirements for properties that have known systems that are prone to malfunctions.

**ACTION: Motion was made by Donald Moore and seconded by Stephen Hurni to send letters to send a survey letter to residents in the Buss Street/Glass Street area to obtain preliminary findings on the status and condition of the septic systems in that area, as coordinated by the Sewage Enforcement Officer, with the intention of ascertaining whether or not public sewer may be warranted in the area (but to not include it in the current Act 537 Official Plan).**

*Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public.*

Supervisor Moore stated that he has spoken to residents about a possible septic system malfunction in one (1) area of the Township, and this issue will be handled outside of the meeting by the Township Manager and Sewage Enforcement Officer.

**Motion approved. Vote 4-0.**

**ACTION: Motion was made by Jane Mellert and seconded by Donald Moore to adopt Resolution No. 2022-08, which is a Resolution of Plainfield Township adopting the Act 537 Sewage Facilities Plan.**

*Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public.*

Township Manager Petrucci identified that the Pennsylvania Department of Environmental Protection (PA DEP) has one-hundred eighty (180) days to review the Act 537 Sewage Facilities Plan once it is submitted to their agency. Adopting Resolution No. 2022-08 does not implement the Act 537 Sewage Facilities Plan until PA DEP approves it.

**Motion approved. Vote 4-0.**

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

No report was provided.

4. Consideration of Approval: Spotts Stevens and McCoy Professional Services – Time and Materials Proposal Dated February 7, 2022 (Biosolids Permitting Review):

**ACTION: Motion was made by Jane Mellert and seconded by Stephen Hurni to approve the time and materials proposal of Spotts Stevens and McCoy, dated February 7, 2022, for professional services related to biosolids permitting reviews, including the following:**

- Initial discussions with Township officials;
- Technical Review of Biosolids Permit Application to the Township in-house and by Sub-Contractor, Garvey Resources, if required;
- Review of sampling requirements, characteristics, and quality of the Biosolids proposed for Land Application;
- Review of proposed Best Management Practices for applying Biosolids to the site;
- Review possible impacts to stream quality;
- Meeting(s) with Township representatives and residents, if requested; and
- Administrative tasks and expenses.

*Prior to the vote, Chairman, Glenn Berger, asked if there were any comments from the governing body or the public.*

**Motion approved. Vote 4-0.**

5. Consideration of Approval: Hanover Engineering Associates, Inc. (Jason Smith, PWS) Water Quality Baseline Testing Proposal:

Township Manager Petrucci requested approval from the Board of Supervisors for the appointed Wetlands Scientist (Jason Smith, PWS) to conduct baseline testing of the downstream locations from the Hower Farm (6249 Hower Road) that was purchased by the Nazareth Borough Municipal Authority (NBMA) with the intention to spread Class B biosolids.

Jason Smith has provided the following scenarios for consideration by the Township:

**Scenario #1** – Baseflow conditions – Two (2) times, Stormflow conditions – Two (2) times – Cost estimate: \$8,050.

**Scenario #2** – Baseflow conditions – Four (4) times, Stormflow conditions – Two (2) times – Cost estimate: \$9,500.

**Scenario #3** – Baseflow conditions – Four (4) times, Stormflow conditions – Four (4) times – Cost estimate: \$10,850.

Field monitoring and water sample collection will occur during both baseflow and stormflow conditions to best characterize water quality conditions and create a

baseline that can be used to help support future actions that may be necessary in the event that biosolids are being applied and impacts are suspected. Field parameters will include temperature, dissolved oxygen, conductivity, and pH. Water samples will be collected for laboratory analysis of Total Phosphorus, Total Suspended Solids, Ammonia, Total Kjeldahl Nitrogen, Nitrate/Nitrite Nitrogen, Biochemical Oxygen Demand, Total Organic Carbon, Surfactants, Copper, Fecal Coliform Bacteria, and Escherichia Coliform Bacteria.

Township Manager Petrucci identified that the unnamed tributary of the Little Bushkill Creek situated on the Hower Farm is not on the non-attaining list, as per the 2021 Pennsylvania Department of Environmental Protection Integrated Report.

**ACTION: Motion was made by Stephen Hurni and seconded by Donald Moore to authorize the Wetlands Scientist (Jason Smith, PWS) to prepare a baseflow and stormflow baseline monitoring plan for the Hower Farm, which is located at 6249 Hower Road and is now owned by the NBMA, at the cost of \$10,850.00.**

*Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public.*

Comments concerning this matter included the following:

- Megan Uliana, who is a resident that lives adjacent to the Hower Farm, stated that the tributary is an intermittent stream, in her opinion. The Material Matters report prepared for the NBMA indicates that there two slopes on the Hower Farm property, and that the NBMA plans to spread biosolids on the slopes. The stream slopes down and enters the Uliana property. She indicated that it is important to note that there is another intermittent stream that flows to her property from the Township's property, and that if there was biosolids spread on the property, there will be times where there would be stagnant biosolids located on the Uliana property. She requested that her property would be included on the sampling list. The stagnant water sits on top of wells. It was her stated opinion that no land management activities will be able to contain the stormwater in the area. Township Manager Petrucci stated that the sampling plan should remain fluid enough to allow Jason Smith to change it based on his professional recommendations (in order to collect the best baseline data).
- Robin Dingle recommended that the sampling should be conducted far enough downstream to ascertain if there is a pollution impact from the biosolids spreading activities (and the extent of the pollution impact if it is confirmed).
- Jerry Lennon identified concerns with the chemicals that are present in sludge, including vectors that impact deer.

- Tom Carlo asked if PFAS could be tested for, and Township Manager Petrucci responded that he will check with Jason Smith.

**Motion approved. Vote 4-0.**

6. Approval: Slate Belt Council of Governments 2022 Street Sweeper Rental (General Fund Budget Line Item – 431.384 – \$3,000.00):

**ACTION: Motion was made by Stephen Hurni and seconded by Glenn Borger to authorize the Township Manager to execute a contract with the Slate Belt Council of Governments to rent the Tymco Street Sweeper that is owned and maintained by the COG in accordance with the approved General Fund Budget line item 431.384 in the amount of \$3,000.00, with the Township providing an operator.**

*Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public.*

**Motion approved. Vote 4-0.**

7. Consideration of Advertisement: Plainfield Township Fireworks Ordinance – DRAFT (Designated Holidays) – Dated 1/13/2022:

Prior to official action, Supervisor Mellert inquired if the permitted discharge time could be changed from 6:00 PM to 5:00 PM. The Board of Supervisors generally expressed the sentiment that the time should be kept at 6:00 PM.

Supervisor Moore opined that the Township is not being too restrictive with the number of days when consumer fireworks are permitted to be discharged, as the draft ordinance permits the days where consumer fireworks are customarily and traditionally discharged.

Supervisor Mellert stated that she felt that the requirement to have Special Display Fireworks Permits submitted at least one-hundred twenty (120) days prior to the date of the requested display fireworks show was too lengthy. Township Manager Petrucci stated that he administered a Special Display Fireworks show when he was in the Borough of Bath, and he felt that there are a number of administrative requirements, including ensuring proper approvals and insurances, that necessitate the timeframe.

Supervisor Mellert questioned if the review timeframe of ninety (90) days could be shortened to sixty (60) days, and Township Manager Petrucci responded that he felt that could be workable (assuming the Board would have two meetings in which to make a decision).

Resident Donna Wenz thanked the Board of Supervisors for taking action on this matter.

**ACTION: Motion was made by Jane Mellert and seconded by Donald Moore to advertise the draft Consumer Fireworks Ordinance dated January 13, 2022 for consideration of adoption by the Board of Supervisors during the March 9, 2022 regular Board of Supervisors meeting, subject to one revision, which is identified as changing the Special Display Fireworks Permit review timeframe from ninety (90) days to sixty (60) days.**

*Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public.*

**Motion approved. Vote 4-0.**

8. Review of Grant Opportunity: USDA Rural Business Development Grant Program – Applications Due April 14, 2022:

Township Manager Petrucci provided the following review of the USDA Rural Business Development Grant Program to the Board of Supervisors:

Plainfield Township would not be considered an “energy community” by the USDA, as the Township is not situated within the identified Pennsylvania Counties of Clarion County, Crawford County, Forest County, Greene County, Indiana County, Lawrence County, Venango County, and Warren County.

Northampton County’s Distressed Communities Index score is 7.2 (out of a possible 100) and is therefore labeled as a “prosperous” area.

The Township’s Social Vulnerability Index (SVI) is .26466, which is considered to be a “low to moderate” level of vulnerability. The SVI index helps to identify . . . “communities vulnerable to inequity. The degree to which a community exhibits certain social conditions – such as high poverty, low percentage of vehicle access, or crowded households – may affect that community’s ability to prevent human suffering and financial loss in the event of disaster.”

In the opinion of Township Manager Petrucci, the Township would not receive any priority points for any grant application submitted to this program for consideration of approval.

The Board of Supervisors took no official action on this agenda item.

9. Consideration of Approval of Change Order #1: Plainfield Township Community Park Pavilion:

Change Order #1 for the Plainfield Township Community Park Pavilion design contract with Colliers Engineering was summarized as follows:

- Credit of \$1600 for Infiltration Testing
- Credit of \$2200 for PCSM Plan scope removal
- Additional Septic Testing - \$1600: Complete additional percolation tests for the new septic field location.
- Additional Survey - \$5445: Complete boundary survey and additional topographic survey for the new septic field location.
- Lot Consolidation deed - \$420: Prepare a description for a lot consolidation to be recorded by the County.
- Additional Schematic revisions (USA Architects) \$2500: Additional revisions made during schematic phase.
- **Total of Change Order- \$6,165.00 (Lump Sum)**

**ACTION: Motion was made by Glenn Borger and seconded by Stephen Hurni to approve Change Order #1 in the lump sum amount of \$6,165.00 for the Plainfield Township Community Park Pavilion engineering/design contract with Colliers Engineering.**

*Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public.*

**Motion approved. Vote 4-0.**

10. Execution of 2022 Police Station Lease Agreement – Slate Belt Regional Police Commission/Plainfield Township:

**ACTION: Motion was made by Stephen Hurni and seconded by Jane Mellert to approve the execution of the 2022 Police Station Lease Agreement between the Slate Belt Regional Police Commission and Plainfield Township and to authorize the Chairman of the Board of Supervisors to sign the Lease Agreement.**

*Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public.*

Supervisor Moore inquired as to how this Lease Agreement addresses the additional six (6) months that is in question by Wind Gap Borough and Pen Argyl Borough. This Lease Agreement gives a twelve (12) month credit, and Wind Gap Borough and Pen Argyl Borough had asked for an eighteen (18) month credit. In short, Township Manager Petrucci stated that the issue remains unsolved.

Supervisor Mellert noted that the current rent amount of the Colonial Regional Police Department Lease Agreement is \$20.18 per square foot. Supervisor Mellert and Supervisor Hurni also noted that there are no provisions in the previous Lease Agreement that would provide for an overpayment amount. Clarification was requested from the Slate Belt Regional Police Commission Solicitor, but nothing has been provided to date.

**Motion approved. Vote 4-0.**

11. Review of Ordinance Amendment/Consideration of Advertisement: Environmental Advisory Council (EAC) Establishing Ordinance Review (Article 3- Commission, Boards and Organizations- D- Environmental Advisory Council- §1-331 to §1-338):

The draft Ordinance accomplishes the following:

- Lowers the number of EAC members from seven (7) to five (5).
- Confirms that the Chairperson will be selected by the EAC itself.
- Adds new language that members of the Board of Supervisors and/or Planning Commission may serve on the Environmental Advisory Council provided the number of members of either the Board of Supervisors or the Planning Commission does not constitute a quorum of the Environmental Advisory Council.

Supervisor Moore requested that the language in the current ordinance of “Whenever possible one (1) member shall also be a member of the Plainfield Township Planning Commission” should be added back to section §1-333.

Supervisor Moore requested that the language that members of the Board of Supervisors and/or Planning Commission may serve on the Environmental Advisory Council provided the number of members of either the Board of Supervisors or the Planning Commission does not constitute a quorum of the Environmental Advisory Council should be further clarified. Supervisor Mellert stated that she thought the language was already clear as to the intent (that the total number of Planning Commission members/Board of Supervisors members should not constitute a quorum).

Supervisor Moore stated that it was now his opinion that the number of members should not be revised from seven (7) to five (5). Supervisor Moore would prefer to interview candidates prior to taking any action to appoint any candidates to the EAC. Supervisor Moore requested that the Township should appoint Stan Shelosky to the EAC during this meeting in order to allow the EAC to meet.



Supervisor Mellert expressed a concern with members of the EAC not feeling comfortable with attending in-person meetings. She was of the opinion that members of the EAC should attend physical meetings as the situation with COVID-19 improves. She suggested that the candidates should be contacted in order to ascertain whether or not they are comfortable with attending physical meetings.

Resident Robin Dingle stated that the ordinance should be written to allow either five (5) or seven (7) members. There are times when the Township may have more (or less) interested candidates, and there should be an element of flexibility.

Supervisor Mellert indicated that the Township has had issues getting seven (7) qualified members to serve on the EAC in the past, and she also stated that every other commission, committee and board of the Township has only five (5) members, including the Planning Commission and the Board of Supervisors.

**ACTION: Motion was made by Stephen Hurni and seconded by Glenn Borger to advertise the draft amendment to the Environmental Advisory Council Establishing Ordinance (Article 3- Commission, Boards and Organizations- D- Environmental Advisory Council- §1-331 to §1-338) dated January 28, 2022 for consideration of adoption by the Board of Supervisors during the March 9, 2022 regular Board of Supervisors meeting, subject to one revision, which is identified as adding back the objective, “Whenever possible one (1) member shall also be a member of the Plainfield Township Planning Commission” to section §1-333.**

*Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public.*

**Motion approved. Vote 3-1, with Donald Moore voting “no”.**

12. Consideration of Appointment(s) to Environmental Advisory Council (EAC):

Supervisor Mellert stated that she agreed with Supervisor Moore that the Township should meet with the EAC candidates prior to making any appointments.

Supervisor Moore recommended that the Township should appoint Stan Shelosky this evening. Supervisor Mellert wanted to confirm that Mr. Shelosky is ready to attend in-person EAC meetings.

Township Manager Petrucci, Supervisor Moore and Supervisor Mellert will conduct interviews of the interested candidates as a sub-committee of the Board of Supervisors.

The Board of Supervisors did not take any official action on this agenda item.

13. Approval of Resolution No. 2022-09: Statewide Local Share Account Grant Program-Applications Due March 15, 2022 (Community Park Pavilion):

**ACTION: Motion was made by Jane Mellert and seconded by Glenn Borger to approve Resolution No. 2022-09, as submitted.**

*Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public.*

**Motion approved. Vote 4-0.**

14. Approval of Resolution No. 2022-10: Biennial Emergency Operations Plan Update:

Supervisor Mellert stated that she has identified errors and listed concerns concerning Resolution No. 2022-10, which is an updated Emergency Operations Plan (EOP), and requested to review the EOP with the Emergency Management Coordinator (EMC) and Township Manager. Supervisor Mellert expressed a concern about not having an Alternate EMC appointed, and a separate concern about the EMC allocating resources as they arrive on the scene. Township Manager Petrucci explained that the EMC does not know what resources they have available to assign until they arrive on scene. Supervisor Mellert emphasized the fact that the Board of Supervisors is at the top of the chain of command and is ultimately responsible for the EOP.

This agenda item was tabled pending the outcome of the meeting that will occur between Supervisor Mellert, the EMC, and the Township Manager.

15. Consideration of Chassis Purchase Order(s) Authorization: Single Axle Dump Truck Replacements – 2000 GMC and 2003 Freightliner (Estimated Delivery of 2023):

Township Manager Petrucci reported that he, Larry Sapone and Jim Ackerman had researched various options to replace the aging single axle dump trucks, including the 2000 GMC and the 2003 Freightliner. The preferred chassis is the 2023 Mack GR42BR Axle Back Granite Cab & Chassis (COSTARS price of \$135,279.00). The estimated delivery date is late 2022 or early 2023. Factoring in the required dump body, spreader and plow upfit, the estimated timeframe for delivery of a complete truck is the end of 2023. Given these timeframes, Township Manager Petrucci recommended that the Township should ideally order two (2) new trucks (including the upfit) to replace the two (2) outmoded single axle dump trucks.

The estimated range of the cost of the upfit is from \$89,000.00 to \$115,000.00. Following discussion with the Board of Supervisors, Township Manager Petrucci received direction to place this matter on the March 9, 2022 regular Board of Supervisors meeting agenda for the consideration of approval of the necessary purchase orders for two (2) single axle dump trucks replacements.

**BOARD AND FIRE COMPANY AND AMBULANCE REPORTS:**

1. Planning and Zoning Report- January, 2022
2. Road Department Report- January, 2022
3. Fire Company and Ambulance Report- January, 2022
4. Recreation Board Report- January, 2022

**ACTION: Motion was made by Glenn Borger and seconded by Stephen Hurni to approve the January, 2022 Reports as listed and presented, with the exception of the Road Department report.**

*Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public.*

**Motion approved. Vote 4-0.**

**SLATE BELT REGIONAL POLICE DEPARTMENT REPORT:**

1. Slate Belt Regional Police Department Monthly Report- January, 2022:

**ACTION: Motion was made by Stephen Hurni and seconded by Glenn Borger to approve the January, 2022 Slate Belt Regional Police Department Monthly Report as listed and presented.**

*Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public.*

**Motion approved. Vote 4-0.**

**CITIZEN'S AGENDA/NON-AGENDA:**

***Jerry Lennon, Resident*** – Jerry Lennon asked the Board of Supervisors to consider adding two (2) new ordinances to regulate Class A and Class B biosolids utilizing Riverside County, CA regulations as a model. Solicitor Backenstoe explained that the Board of Supervisors cannot adopt these regulations, because the State of California allows its Counties by statute to create ordinances. The Commonwealth of Pennsylvania completely preempts (i.e. usurps and takes away) the right of local municipalities to adopt ordinances concerning the spreading of biosolids. Solicitor Backenstoe suggested that this matter should be reviewed with state legislators for maximum effectiveness.

**BOARD OF SUPERVISORS REPORTS:**

1. ***Stephen Hurni, Vice-Chairman-*** No report.

2. **Jane Mellert-** Jane Mellert reported that the K9 policy and program will be reviewed at the next meeting of the Slate Belt Regional Police Commission. A three (3) to five (5) year long-term/strategic plan will be reviewed for the Police Department, and Charter Agreement will also be reviewed.
3. **Donald Moore-** Donald Moore requested clarification as to who would be interviewed for the EAC positions, and it was clarified that all applicants would be interviewed. It was also clarified that there will be a special meeting held on Thursday, February 17, 2022, and Solicitor Backenstoe will attend the meeting.
4. **Randy Heard-** Not in attendance.
5. **Glenn Borger Chairman-** No report.

**SOLICITOR’S REPORT- DAVID BACKENSTOE, ESQUIRE:**

Solicitor Backenstoe did not have anything to report outside of what was already discussed during the meeting.

**ADJOURNMENT:**

Having no further business to come before the Board of Supervisors, a motion was made by Stephen Hurni and seconded by Donald Moore to adjourn the meeting. The motion was approved unanimously.

The meeting adjourned at 9:40 P.M.

Respectfully submitted,

Thomas Petrucci  
Township Manager/Secretary  
Plainfield Township  
Board of Supervisors