

**PLAINFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
September 9, 2026**

The monthly meeting of the Plainfield Township Board of Supervisors was held on Wednesday September 9, 2026, at the Plainfield Township Municipal Building located at 6292 Sullivan Trail, Nazareth, PA 18064.

Chairman, Glenn Borger, 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, Glenn Borger, Vice Chairman, Ken Field, Supervisor, Nolan Kemmerer, Supervisor, Jane Mellert and Supervisor, Paul Levits.

Also present were Township Manager, Paige Stefanelli, Solicitor, David Backenstoe, Esq, Township Engineer, Mike Muffley, Public Works Director, Will Hughes and Administrative Coordinator/Secretary, Amanda Haney.

Slate Belt Regional Police Department was present for adherence to Public Meeting Rules and Procedures Policy.

I. GUEST SPEAKER/PRESENTATIONS:

1. Grand Central Sanitary Landfill (Waste Management) Monthly Update – Adrienne Fors:

There was no monthly update provided by Adrienne Fors of Grand Central Sanitary Landfill (Waste Management).

II. SECRETARY – AMANDA HANEY:

1. Board of Supervisors Meeting Minutes- August 12, 2026 DRAFT:

ACTION: Motion made by Paul Levits and seconded by Glenn Borger to approve the August 12, 2026 Board of Supervisors Meeting Minutes, as amended. *Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public.* Motion carried. Vote 4-1, with Jane Mellert opposed.

III. FINANCE DIRECTOR – PAIGE STEFANELLI:

1. Review and Approval of Treasurers Report including Accounts Payable (\$588,274.80):

ACTION: Motion made by Ken Field and seconded by Nolan Kemmerer to approve the Treasurers Report including Accounts Payable in the amount of \$588,274.80. Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public. Motion approved. Vote 4-1, with Jane Mellert opposed.

2. Consideration of Approval of Minimum Municipal Obligation (MMO) for Pension Plans:

The Board reviewed the 2027 Minimum Municipal Obligation (MMO) for the Township pension plans. A correction was noted to the defined contribution plan, reducing the amount by slightly less than \$300,000. It was explained that the figures presented are estimates and that actual pension payments will be based upon actual eligible salaries. The estimates were characterized as conservative.

Discussion followed regarding the calculation of eligible salaries and the significant change in the estimated salary base. It was explained that Act 205 does not require the Board to formally vote on the MMO; rather, the certified administrative officer is required to present the MMO to the Board, with the funding ultimately incorporated into the Township's budget.

ACTION: Motion made by Nolan Kemmerer and seconded by Ken Field to accept the MMO guidelines as presented. Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public. Motion approved. Vote 4-1, with Jane Mellert opposed.

IV. TOWNSHIP ENGINEER – MIKE MUFFLEY:

A. Updates and Discussion:

1. Monthly Engineering Report:

Township Engineer, Mike Muffley, presented the Monthly Engineering Report. He advised that the final seal coat was anticipated for September 22, 2026, and indicated that coordination would occur with Township Manager, Paige Stefanelli, regarding advertisement and budget-related matters.

B. For Consideration:

1. Discussion of Knitters Hill Trailhead Rehabilitation Options:

Township Engineer Mike Muffley provided an update regarding the proposed Knitters Hill Trailhead rehabilitation and potential acquisition of the adjacent Achenbach property. Discussion addressed newly identified wetlands, permitting and mitigation requirements, driveway access, property boundaries, existing

parking encroachment, subdivision/annexation requirements, and the need for an updated appraisal reflecting the property's current conditions. The proposed improvements could formalize the parking area and provide approximately eight to ten additional parking spaces; however, the identified conditions could increase project costs and affect the original scope. Solicitor David Backenstoe advised that an Agreement of Sale should not be prepared until the wetland conditions and annexation requirements are addressed and an updated appraisal is completed, after which the Township could determine whether to proceed with a formal offer.

ACTION: Motion was made by Ken Field, and seconded by Nolan Kemmerer, to proceed with the necessary preliminary work associated with the potential acquisition of the Achenbach property, including evaluation of the wetlands and preparation of an updated appraisal. *Prior to the vote, Chairman Glenn Borger asked if there were any comments from the governing body or the public.* Motion approved. Vote 4-1, with Jane Mellert opposed.

During public comments on the matter, resident, Brenda Stoudt, questioned whether removal of trees between the parking area and trail could provide additional parking. Township Engineer, Mike Muffley, advised that wetland restrictions could affect those options. Resident, Christine Houck, questioned the discussion regarding the Township's existing encroachment and whether permission or an easement from the property owner could address the issue. Solicitor, David Backenstoe, explained that a formal easement could be obtained, but acquisition of the property would more fully resolve the matter. Township Manager, Paige Stefanelli, confirmed that the property owners had previously indicated willingness to sell the parcel to the Township and explained that the proposed additional parking could not be completed without acquiring the land.

V. TOWNSHIP MANAGER – PAIGE STEFANELLI:

A. Personnel:

1. Consideration of Emergency Management Coordinator Applications:

Township Manager, Paige Stefanelli, advised that the Township received numerous applications for the Emergency Management Coordinator positions. Following staff review, five individuals were identified as candidates demonstrating relevant knowledge and experience for further consideration. The Board discussed whether interviews should be conducted by Township staff or include members of the Board.

ACTION: Motion was made by Ken Field and seconded by Glenn Borger to authorize Township staff to interview the candidates and select two finalists to appear before the Board for further consideration. *Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the*

governing body or the public. Motion approved. Vote 3-2, with Jane Mellert and Paul Levits opposed.

2. Consideration of Advertisement for Part-Time Seasonal Winter Road Department Positions:

Township Manager, Paige Stefanelli, discussed advertising for seasonal winter Road Department employees to assist with snow plowing and other winter-related duties. Discussion included the number of seasonal positions needed, staffing levels within the Road Department, the number of available snowplow trucks, and the fact that seasonal employees would be utilized on an as-needed basis rather than working a fixed schedule.

ACTION: Motion was made by Glenn Borger and seconded by Ken Field to authorize the advertisement and hiring process for two part-time seasonal winter Road Department positions. *Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public. Motion approved. Vote 4-1, with Paul Levits opposed.*

3. Discussion on Township Treasurer Job Description:

Township Manager, Paige Stefanelli, presented information regarding the proposed job description for the Township's financial position. Discussion addressed the existing Treasurer job description, proposed Finance Director responsibilities, qualifications, compensation, and the level of financial expertise needed by the Township. Supervisor, Jane Mellert, expressed support for utilizing the existing Treasurer job description, with potential revisions to be considered at a later date. Other Board members discussed the benefits of establishing a Finance Director position with broader financial responsibilities.

ACTION: Motion was made by Jane Mellert and seconded by Paul Levits to utilize the current Treasurer job description and consider revisions at a later date. *Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public. Motion failed. Vote 2-3, with Glenn Borger, Ken Field and Nolan Kemmerer opposed.*

Resident, Jeff Stoudt, commented on the Township's future financial needs, including the anticipated closure of the landfill and its potential effect on Township revenues. Mr. Stoudt expressed support for seeking an individual with a higher financial skill set who could assist the Township with long-term financial planning. Supervisor, Jane Mellert, commented that the Township had previously operated successfully with a Treasurer.

ACTION: Motion was made by Ken Field and seconded by Nolan Kemmerer to utilize the Finance Director job description. *Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or*

the public. Motion approved. Vote 3-2, with Jane Mellert and Paul Levits opposed.

B. New Business:

1. Green Knight Economic Development Corporation (GKEDC) Multipurpose Field Committee Appointments:

Township Manager Paige Stefanelli advised that Fen Field and Dean Parsons had expressed interest in serving on the Green Knight Economic Development Corporation (GKEDC) Multipurpose Field Committee and that the committee's initial meeting was scheduled for September 15, 2026. The Board discussed the appointments and committee representation.

ACTION: Motion was made by Nolan Kemmerer and seconded by Glenn Borger to approve both appointments to the GKEDC Multipurpose Field Committee. *Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public.* Motion approved. Vote 4-1, with Jane Mellert opposed.

2. Consideration of Extension of Time for The Estates at Shady Lane Major Subdivision/Land Development Plan (PC-2024-008) through October 31, 2026:

ACTION: Motion was made by Glenn Borger and seconded by Ken Field to approve the extension of time for The Estates at Shady Lane Major Subdivision/Land Development Plan (PC-2024-008) through October 31, 2026. *Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public.* Motion approved. Vote 5-0.

C. Resolutions:

No resolutions were presented.

VI. PUBLIC WORKS DIRECTOR – WILLIAM HUGHES:

1. Consideration of Monthly Road Department Report:

ACTION: Motion was made by Ken Field and seconded by Glenn Borger to accept the Monthly Road Department Report as presented. *Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public.* Motion approved. Vote 5-0.

2. 2014 John Deere 1445 Tractor – Municibid Award Notification:

Public Works Director, Will Hughes, advised the Board that the 2014 John Deere tractor listed through Municibid sold for \$5,000 and that payment and pickup had been completed.

3. Discussion of Public Pesticide Applicator Certification:

Public Works Director, Will Hughes, discussed maintaining the Township's pesticide applicator certification and obtaining the necessary business pesticide license to allow the Public Works Department to perform vegetation and weed control more efficiently in Township-maintained areas. Mr. Hughes advised that he holds a Category 23 certification for parks and schools and that an additional employee would serve as a business applicator. Discussion included required liability coverage, licensing fees, equipment, products to be used, safety around children and waterways, notification requirements for individuals with pesticide sensitivities, training requirements, and the potential reduction in labor associated with manual vegetation control.

ACTION: Motion was made by Ken Field and seconded by Nolan Kemmerer to authorize Public Works Director, Will Hughes to maintain the applicable pesticide certification and license and to authorize the purchase of necessary equipment, chemicals and payment of renewal costs. *Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.*

Resident, Laurie Levits asked whether vegetation, vines, and growth surrounding roadway signage would also be maintained. Public Works Director, Will Hughes stated that the Public Works Department intended to address tree trimming and vegetation along Township roads. Township Manager, Paige Stefanelli, clarified that this work could only be performed along Township owned roads.

4. Discussion of Signal Service, Inc. Maintenance Items:

Public Works Director, Will Hughes, discussed necessary Signal Service, Inc. maintenance items, including repairs associated with Jacobsburg Road and the Route 512 area. The Board was advised that the Township is the permittee for the applicable signal facilities and that costs associated with the sanitary flasher would be invoiced to Waste Management.

ACTION: Motion was made by Nolan Kemmerer and seconded by Glenn Borger to approve the necessary Signal Service, Inc. maintenance work. *Prior to the vote, Chairman Glenn Borger asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.*

a. Consideration of Quotes for Pavement Markings at Sullivan Trail & Route 512 Interchange:

Public Works Director, Will Hughes, advised that pavement markings in the area were significantly worn and discussed the Township's responsibilities as permittee. Three quotes were received for the pavement marking work: Alpha Space – \$13,655; D.E. Gemmill, Inc. – \$14,151.69; and Guidemark – \$15,232. The Board discussed the bids and contractor references.

b. Consideration of Quotes for Pavement Markings at Jacobsburg Road & Route 512 Interchange:

Public Works Director, Will Hughes, advised that pavement markings in the area were significantly worn and discussed the Township's responsibilities as permittee. Three quotes were received for the pavement marking work: Alpha Space – \$13,655; D.E. Gemmill, Inc. – \$14,151; and Guidemark – \$15,232. The Board discussed the bids and contractor references.

ACTION: Motion was made by Paul Levits and seconded by Nolan Kemmerer to award the pavement marking work for Sullivan Trail, Jacobsburg Road and Route 512 to Alpha Space, contingent upon the satisfactory verification of three references. Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

5. Consideration of Quotes for Annual Maintenance Agreement for Generator:

The Board discussed whether generator maintenance should be performed annually or biannually. Supervisor, Nolan Kemmerer, requested additional pricing from Henry Generators for consideration.

ACTION: Motion was made by Glenn Borger and seconded by Nolan Kemmerer to table consideration of the Maintenance Agreement until further pricing is presented. Prior to the vote, Chairman Glenn Borger asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

VII. SOLICITOR'S REPORT – (DAVID BACKENSTORE, ESQ.)

1. Public Hearing on Ordinance No. 436 to Consider an Amendment to the Conditional Use Procedure:

Solicitor, David Backenstoe, discussed proposed Ordinance No. 436 concerning procedures before the Zoning Hearing Board. He explained that the Pennsylvania Municipalities Planning Code requires a hearing to be held within the applicable statutory timeframe and that failure to properly conduct or conclude a hearing could potentially result in a deemed approval. Solicitor, David Backenstoe, further explained that the proposed ordinance would clarify and formalize the Township's procedures.

The public hearing was opened for public comment. No public comment was offered, and the public hearing was closed.

2. Consideration to Adopt Ordinance No. 436 pertaining to an Amendment to the Conditional Use Procedure following the Public Hearing:

ACTION: Motion was made by Jane Mellert and seconded by Paul Levits to adopt Ordinance No. 436. Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

3. Consideration of Advertisement for Ordinance No. 437 to Increase Plainfield Township Tax Collector Certification Fee (Ordinance No. 298); Effective July 1, 2026:

Solicitor, David Backenstoe, discussed the certification fee applicable to the elected Tax Collector position. He explained that the applicable compensation or fee must be established by ordinance prior to the statutory deadline preceding the election.

ACTION: Motion was made by Nolan Kemmerer and seconded by Ken Field to authorize the ordinance establishing the Tax Collector Certification Fee. Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

4. Discussion and Possible Consideration of Ordinance No. 438 pertaining to Solid Waste and Recycling – Hauler Collection Services:

The Board reviewed proposed Ordinance No. 438, pertaining to solid waste and recycling. Discussion included changes to the Township's solid waste and recycling requirements and providing updated information to residents through the Township website. Supervisor, Jane Mellert, expressed concerns regarding provisions related to Township-provided receptacles.

ACTION: Motion was made by Ken Field and seconded by Nolan Kemmerer to authorize advertisement of Ordinance No. 438. Prior to the vote, Chairman, Glenn Borger, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

5. Wind Gap Municipal Authority:

- a. Consideration of Intermunicipal Agreement between Plainfield Township and Wind Gap Municipal Authority:

Solicitor, David Backenstoe, discussed a proposed Intermunicipal Agreement involving Plainfield Township, the Wind Gap Municipal Authority, and the developer in connection with two proposed warehouse facilities. The agreement

would permit the Wind Gap Municipal Authority to provide sewer service to the two facilities. He explained that implementation would require the Township to adopt an ordinance and amend its Act 537 Plan. Supervisor, Paul Levits, questioned whether sufficient sewer capacity would be available and expressed concern regarding whether the Borough had been consulted regarding the proposal. Solicitor, David Backenstoe, explained that the Authority operates independently and indicated that the appropriate parties were aware of the roadway and sewer matters associated with the project. No formal action was taken.

b. Consideration of Intermunicipal Agreement with Wind Gap Municipal Authority pertaining to sewage allocation – 991 W. Pennsylvania Ave:

Solicitor Backenstoe discussed a separate Sewer Capacity Agreement between the Wind Gap Municipal Authority and the developer. He explained that Plainfield Township would not be a party to this agreement. Under the agreement, the Authority would reserve approximately 10,000 gallons per day of sewer capacity for the proposed development. The agreement pertains to the reservation of sewer capacity and does not make the Township responsible for construction or maintenance of the sewer facilities. No formal action was taken.

6. Plainfield Township's response to DEP's Draft Biosolid Regulations:

Solicitor, David Backenstoe, discussed the Township's response to the Pennsylvania Department of Environmental Protection's proposed revisions to its biosolid regulations. Discussion referenced the Township's prior involvement with biosolid-related litigation and concerns regarding whether the proposed regulations sufficiently identify and address potentially problematic chemicals.

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

1. Planning and Zoning Report – August 2026
2. Fire Company and Ambulance Report – August 2026
3. Recreation Board Report – Brianne Kemmerer – None

ACTION: Motion was made by Ken Field and seconded by Glenn Borger to accept the reports as presented. *Prior to the vote, Chairman Glenn Borger asked if there were any comments from the governing body or the public.* Motion approved. Vote 5-0.

XI. SLATE BELT REGIONAL POLICE DEPARTMENT REPORT:

1. Slate Belt Regional Police Department Report August 2026:

ACTION: Motion was made by Ken Field and seconded by Nolan Kemmerer to accept the report as presented. *Prior to the vote, Chairman Glenn Borger asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.*

2. Discussion of Slate Belt Regional Police Department 2027 Budget:

Chief, Jonathan Hoadley, presented information regarding the proposed 2027 Slate Belt Regional Police Department Budget, with discussion focusing primarily on employee health insurance costs and potential changes to the health insurance program. It was reported that current healthcare costs through Benecon had become increasingly difficult to sustain and that alternatives had been narrowed to two options. The discussion included potential transition and run-out costs associated with leaving Benecon, with an estimated maximum exposure of approximately \$181,000 moving into 2027. Potential annual savings under an alternative plan were estimated at approximately \$300,000 to \$400,000, although the full savings would not be realized immediately due to transition costs.

Discussion followed regarding whether prior rental revenue associated with the Police Commission could be used to help offset those transition costs. Reference was made to a 2021 review of the lease and rental arrangement and recommendations concerning the establishment of a separate account for rental revenue. Township Manager, Paige Stefanelli, explained that revenues received by the Township had been deposited into the General Fund and used for general operating expenses rather than maintained in a separate account. The Board discussed whether historical revenues could be reconstructed and whether a separate account could be established prospectively to better track related revenues and expenditures. No formal action was taken.

XII. 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 3-minute time limit for speakers*):

Ken Fairchild commented regarding a telephone conversation between Billy Mack and Supervisor, Jane Mellert. Mr. Fairchild stated that Mr. Mack had contacted Supervisor, Jane Mellert, and alleged that information provided to him during that conversation was inaccurate. Mr. Fairchild expressed concerns regarding the information being communicated to residents.

Carlton Michaels expressed support for hiring temporary seasonal employees to assist the Public Works Department with winter snow operations. Mr. Michaels also offered to assist the Township with pesticide spraying, expressed that he did not support broadcasting Board of Supervisors meetings, and commented regarding the Township's September 11 dedication.

XIII. BOARD OF SUPERVISORS REPORTS:

1. Glenn Borger – No Report was presented.
2. Kenneth Field – No Report was presented.
3. Nolan Kemmerer – No Report was presented.
4. Paul Levits - Supervisor Levits discussed the possibility of recording and broadcasting Board of Supervisors meetings. Township Manager, Paige Stefanelli, advised that the existing camera in the meeting room has broadcasting capabilities.

Supervisor, Jane Mellert, expressed support for increasing public access to the meetings. Supervisor, Nolan Kemmerer, referenced previous discussions concerning the recording of Township meetings.

Supervisor, Paul Levits, discussed the need to obtain Township information and data for LRPC-related matters, including information regarding revenues, trends, and recreation-related demographics. Discussion followed regarding the appropriate procedure for Supervisors to request information from Township staff.

Township Manager, Paige Stefanelli, stated that she was agreeable to being contacted directly, contrary to the policy, provided Chairman, Glenn Borger, is copied on the correspondence. This matter was tabled.

Supervisor, Paul Levits, questioned Solicitor, David Backenstoe, regarding the status of a previously approved Waste Management Land Development plan and whether the approval remained valid despite the development no longer moving forward. Solicitor Backenstoe discussed the conditions and timeframe associated with the approval and advised that the property owner was no longer interested in pursuing the development. The Board discussed the possibility of rescinding the approval, including potential financial and legal ramifications. Solicitor, David Backenstoe, recommended further research before any action was taken, and the matter was identified for placement on the next meeting agenda.

ACTION: Motion was made by Jane Mellert and seconded by Paul Levits to amend the agenda to authorize Solicitor, David Backenstoe, to research the potential rescission of the Waste Management Land Development approval. Prior to the vote, Chairman Glenn Borger asked if there were any comments from the governing body or the public. Motion failed. Vote 2-3, with Glenn Borger, Ken Field and Nolan Kemmerer opposed.

Resident, Jeff Stoudt questioned how much the proposed legal research would cost the Township.

5. Jane Mellert – No Report was presented.

ADJORNMENT:

Having no further business to come before the Board of Supervisors, the motion was made by Ken Field and seconded by Glenn Borger to adjourn the meeting. Motion approved. Vote 3-2, with Jane Mellert and Paul Levits opposed.

The meeting adjourned at 8:59 P.M.

Respectfully submitted,

A handwritten signature in black ink that reads "Amanda Haney". The signature is written in a cursive, flowing style.

Amanda Haney
Administrative Coordinator
Plainfield Township