

**PLAINFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
February 12, 2025**

The regular monthly meeting of the Plainfield Township Board of Supervisors was held on Wednesday, February 12, 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 Interim Township Manager, Nicole Beckett, Township Solicitor, David Backenstoe, Township Representative for Keystone Consulting Engineers, Dave Crowther, and Administrative Assistant, Amy Kahler.

II. SECRETARY – AMY KAHLER:

- a. *Executive Session Announcement-* January 30, 2025- 9:30AM-10:45AM- Personnel Discussion
- b. *Executive Session Announcement-* February 12, 2025- 5:30PM-5:55PM- Personnel Discussion
- c. Board of Supervisors Meeting Minutes- January 6, 2025 DRAFT

ACTION: Motion was made by Nolan Kemmerer and seconded by Jonathan Itterly to approve Board of Supervisor Meeting Minutes dated January 6, 2025. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Motion approved. Vote 4-1. Supervisor Kenneth Fairchild abstained due to not being present.

- d. Board of Supervisors Meeting Minutes- January 8, 2025 DRAFT
ACTION: Motion was made by Glenn Borger and seconded by Nolan Kemmerer to approve Board of Supervisor Meeting Minutes dated January 8, 2025. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Motion approved. Vote 3-2. Supervisors Jonathan Itterly and Kenneth Fairchild abstained due to not being present.
- e. Board of Supervisors Meeting Minutes- January 23, 2025 DRAFT-
ACTION: Motion was made by Kenneth Fairchild and seconded by Jonathan Itterly to approve Board of Supervisor Meeting Minutes dated January 23, 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.

f. Blue Mountain Community Library Update – Judy Piper- Was not in attendance due to weather and requested to be placed on next agenda.

g. Grand Central Sanitary Landfill (Waste Management) Monthly Update – Adrienne Fors-

Ms. Fors indicated that the Landfill is currently averaging 1600 tons a day. She advised the Landfill did close a couple days due to weather conditions. Ms. Fors indicated that they are still working on the litter fences and the gas drilling project, which should be finished later this month. Ms. Fors advised that we did receive one call on the hotline, a team member did go out and detected a smell at the opposite corner of what was reported. They will be cancelling the Bird Walk this weekend due to the weather.

h. Recreation Board Update- Brianne Kemmerer-

The Recreation Board met with an Eagle Scout, Josh Katz, who completed a project a Community Park. Josh presented his projects to the Township and requested approval of hours and expenses.

ACTION: Motion was made by Kenneth Fairchild and seconded by Ken Field to approve hours and expenses that were provided for the projects that have concluded at Community Park. 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.

Ms. Kemmerer reported on the possible installation of Disc. Golf at Community Park. Ricky Kleiner from Lehigh Valley Disc Golf would design and offer information and possible installation of Disc Golf at Community Park. He will provide a design which will include 9 holes, and him also adding the course to the Disc Golf Club App, which will provide the course to players, the approximate cost would be around \$10,000.00, which will include baskets and other items needed. At this time we are asking for approval to move forward with requesting a design.

ACTION: Motion was made by Kenneth Fairchild and seconded by Nolan Kemmerer to approve Lehigh Valley Disc Golf Club to provide design and information for installation of 9 hole course at Community Park. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Motion approved.

Resident Millie Beahn asked if we new where about this will be as the Cross Country Team utilizes the areas at Community Park that are not on the fields.

Ms. Brianne indicated that we are reviewing installation to be near the walking trails. Chairman, Ken field, advised that the design will be submitted and then we will review once it has been submitted.

Vote 5-0.

Ms. Kemmerer, also indicated that Tim Egan, Athletic Director of Pen Argyl School is inquiring about the scoreboard placement at the Municipal Fields. Discussion took place

on where the scoreboard should be placed so it is convenient for both fields to be able to utilize it.

ACTION: Motion was made by Kenneth Fairchild and seconded by Nolan Kemmerer to approve Pen Argyl School District to install the scoreboard at the Municipal Fields for both fields to utilize and for the Road Department to assist electrician. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Motion approved.

Resident Millie Beahn indicated that the scoreboard for the Municipal Building has been an ongoing project for some time, but is not aware where it stands.

Vote 5-0.

Ms. Brienne reported they contacted California Sport, to look at resurfacing the Basketball and Tennis courts. They indicated that they would not crack, and it is considered an overlay.

ACTION: Motion was made by Jonathan Itterly and seconded by Kenneth Fairchild to approve California Sport to provide quote to resurface Basketball Court and Tennis Courts. 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.

- i. Motion to approve the installation of school crossing signage at Delabole Road per the December 12, 2024 PADOT approval letter-

ACTION: Motion was made by Jonathan Itterly and seconded by Glenn Borger to approve the installation of the crossing sign, but to see if the School will pay for the sign and installation, if they do not then we would provide the installation per PADOT's requirements. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public.

Supervisor Nolan Kemmerer noted that historically the school would assist or pay for the installation of the school crossing signage.

There was discussion of the cost sharing of the signs. Ms. Beckett will reach out to the District in regards to cost sharing.

Resident Jane Mellert asked what the cost was?

Interim Manager indicated that we are awaiting the cost.

Motion approved.

Vote 5-0.

- j. Consideration on the request from Slate Belt Regional PD to utilize the municipal grounds from June 16th through June 20th for the 22nd Academy-

ACTION: Motion was made by Glenn Borger and seconded by Kenneth Fairchild to approve Slate Belt Regional Police Department to utilize the Municipal Building conference room and grounds from June 16 through June 20 for the 22nd Academy. 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.

- k. Consideration on the request for extension by the Planning Commission for the Waste Management Re-zoning request-

ACTION: Motion was made by Glenn Borger and seconded by Kenneth Fairchild to approve the 90 day extension request from the Planning Commission for the Waste Management Re-zoning request. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public.

Chairman of Planning Commission, Paul Levits indicated it is difficult trying to schedule to accommodate so many parties. There has been a lot to discuss, and not a lot of answers from Waste Management. This is not just a rezoning request, this also has concerns for our health, along with future generations health. Mr. Levits indicated maybe 2 more meetings will need to have all of the questions answered.

Supervisor Nolan Kemmerer indicated that they were provided 120 days for review, he would have liked to see the request for 30 days not 90 days. Mr. Kemmerer indicated that he feels questions are just being asked and all questions should have been provided to Waste Management right away and also asking questions for items that they are not able to produce the information.

Supervisors Glenn Borger and Kenneth Fairchild both agreed that if they ask for 120 days more we should provide them, there is a lot of information to review. Mr. Fairchild indicated he would approve request but no further extension.

Solicitor, Dave Backenstoe indicated that anything can be discussed but the decision will fall on the Board of Supervisors for final decision.

Supervisor Jonathan Itterly indicated that he feels some of the questions are more technical and they are unable to answer them due to this submission and review being a rezoning request.

Resident Jane Mellert indicated that with scheduling the meetings are taking place and you have to consider holidays and most of the parties work full-time. The Planning Commission members are a dedicated group and they provide a thorough review and this will forever change the land.

Supervisor Jonathan Itterly asked Ms. Fors if they pick up sludge?

Ms. Fors responded, yes, and she is unsure on the exact time frame that they have been excepting it, but there is a strict process, amount received etc.

Resident Ty Scott indicated that he thinks that the request is justifiable. This will impact all of the surrounding areas as Pen Argyl, Washington Township. Mr. Scott voiced his opinion on the landfill and that everyone should be provided a tour.

Chairman Ken Field indicated that he appreciated all of the comments.

Motion approved. Vote 3-2. Supervisors Nolan Kemmerer and Jonathan Itterly are opposed. The 90 days will start when the 120 days are completed.

III. TOWNSHIP ENGINEER REPRESENTATIVE – DAVE CROWTHER:

- a. Notice of Intent to Remediate- Slatebelt Industrial Center- 991 Pennsylvania Avenue- Jandl Land Company- *UPDATE*

Mr. Crowther indicated that we have met with the applicants, Engineers and DEP. They have agreed to provide reports of testing of ground water that has been completed and will be submitting final report and relief request to DEP. Once that

has been completed, the Township will receive the report for review. Mr. Crowther indicated that no off site properties will be affected.

- b. Lefevre and Heitzman Road Culvert Replacements- *UPDATE*
Mr. Crowther indicated that the sites have been reviewed and all property owners will be signing construction deeds. The contractor is looking at starting Heitzman Road approximately the beginning of March as long as the weather stays ok.
- c. Mud Run Road- Traffic Study Discussion- *TABLED*

IV. INTERIM TOWNSHIP MANAGER – NICOLE BECKETT:

A. Unfinished Business

- a. New AC Unit Purchase- Slate Belt Regional Police Side- *TABLED*

B. New Business

- b. Financial Operations Update
 - i. Review and Approval of Accounts Payable for December 2024 and January 2025
 - ii. Update on Internal Control Framework and Best Practices- working with board and standards

Interim Manager, Nicole Beckett, provided Accounts Payable reports for December and January for review to the Board Members for approval. Ms. Beckett reported on the development of Financial Management standards and requested consideration to work with a small team to make recommendations on policies, and the Admin Liaisons would work with Ms. Beckett.

ACTION: Motion was made by Ken Field and seconded by Kenneth Fairchild to approve December and January financial reports. 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. Motion to approve Resolution 2025-11 authorizing and implementing changes to the designated pension plan officials for Nationwide Pension
Interim Manager, Nicole Beckett indicated that designated pension plan officials need to be appointed. Ken Field and Paige Stefanelli are named in resolution as designated officials.
ACTION: Motion was made by Jonathan Itterly and seconded by Nolan Kemmerer to approve appointing Ken Field and Paige Stefanelli as designated Pension Plan Officials for the Nationwide Pension Plan. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Motion approved. Vote 4-0. Chairman Ken Field abstained.
- d. Update on the two-bay multipurpose garage facility for the Regional PD

- e. Motion to approve the electrical installation in the new garage facility as proposed by CJD Electric, LLC. in the amount of \$8,700

Interim Manager Nicole Beckett indicated that we received a quote from CJD Electric, LLC for installation of electrical in the 2 bay garage in the amount of \$8,700.00.

ACTION: Motion was made by Kenneth Fairchild and seconded by Jonathan Itterly to award CJD Electrical LLC, bid for installation of electrical in the 2-bay garage. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public.

Supervisor Nolan Kemmerer asked that a new quote be asked to also include lighting and electrical for the 2nd floor and to verify that 50-amp panel is large enough.

Ms. Beckett asked for the Board of Supervisors to approve up to \$11,000.00 to be included in approval so we can move forward.

Motion approved. Vote 5-0.

- f. Motion to award the 2024-2025 fuel supply contract to Suburban Heating Oil Partners, LLC as the lower responsible bidder, and authorize the execution of necessary contract documents-

Interim Manager, Nicole Beckett provided the details of the two bids received from Suburban Heating Oil Partners, LLC and Fuel Cell Petrol.

ACTION: Motion was made by Glenn Borger and seconded by Jonathan Itterly to approve awarding 2024-2025 Fuel Supply Contract to Suburban Heating Oil Partners LLC. 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.

- g. Consideration on the waiver request as outlined in the Hanover Engineering's February 5, 2025 letter for the Two Rivers Trail Gap 9A

Jim Milot, Hanover Engineering provided updates on the trail construction along with Northampton County Representative, Bryan Cope noted that this project was approved in whole while Mr. Petrucci was Manager and was delayed due to COVID. Mr. Milot advised that this trail will make the full connection. They have adjusted the end portion and received approval from the property owner and have completed an easement. Mr. Milot indicated that we are not constructing any type of buildings and we are placing the trail. We are using recycled material that is compacted. The trail will be convenient for strollers/wagons and runners love the material because it provides a little bit of bounce. Mr. Cope indicated that we thought we had another year to complete all of the phases etc. but unfortunately we have to close this out by the end of 2025.

Mr. Crowther indicated that DEP has approved, they review and have approved the trail. This project falls under Act 167, and Northampton County will be monitoring it.

Supervisor, Jonathan Itterly agrees to move forward and approve the waiver so they do not lose grant money and establishing the trail will benefit the Township. Resident Carl, asked if you will need to stop and then proceed or if it will be a blinking light etc. Mr. Milot advised that we have not exactly picked out which device we will have but we will be placing a cross walk and flashing lights of some sort, we are going to ask PennDOT which they would prefer.

ACTION: Motion was made by Jonathan Itterly and seconded by Ken Field to approve waiver to proceed without Land Development process. 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.

h. Follow-Up from Re-Organization Meeting

- i. Appointment of Liaisons- Board of Supervisors, Recreation Board, Planning Commission Board-

ACTION: Motion was made by Ken Field and seconded by Kenneth Fairchild to approve Glenn Borger to remain as the Recreation Board Liaison. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

ACTION: Motion was made by Ken Field to appoint Nolan Kemmerer as Liaison for the Planning Commission seconded by Jonathan Itterly to appoint Nolan Kemmerer as Planning Commission Liaison. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

- ii. Appointment of Recreation Board Terms:

1. Breanne Kemmerer- 4 year term; expiration 1/2029
2. Ryan Stull- 3 year term; expiration 1/2028
3. Dean Parsons- 5 year term; expiration 1/2030

ACTION: Motion was made by Jonathan Itterly and seconded by Kenneth Fairchild to approve Appointment of Recreation Board terms as Breanne Kemmerer to a 4 year term to expire 1/2029, Ryan Stull to a 3 year term expiring 1/2028, and Dean Parsons to a 5 year term to expire 1/2030. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

- iii. Appointment of Voting Delegate to the 2025 PSATS' Annual Education Conference May 4-7, 2025 State Convention- Amy Kahler to Doreen Curtin-

ACTION: Motion was made by Ken Field and seconded by Kenneth Fairchild to approve Doreen Curtin to be the Voting Delegate to the 2025 PSATS' Annual Education Conference on May 4-7, 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.

iv. Set date and time for Trick or Treat

Discussion to place with residents and Board Members on how to proceed.

ACTION: Motion was made by Jonathan Itterly and seconded by Kenneth Fairchild to approve Trick or Treat to take place on October 31, 2025 from 5:00pm to 8:00pm. 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.

v. Appointment of Zoning Hearing Board Alternate Member

ACTION: Motion was made by Nolan Kemmerer and seconded by Jonathan Itterly to approve Ron DeCesare Sr. as the Zoning Hearing Board Alternate member. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Motion approved. Vote 4-1. Supervisor Glenn Borger is opposed.

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

1. Planning and Zoning Report- *TABLED*

ACTION: Motion was made by Kenneth Fairchild and seconded by Jonathan Itterly to table the Planning and Zoning Report. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public.

Resident Jane Mellert questioned why it is being tabled and why no report is being submitted for months?

Administrative Assistant/Secretary, Amy Kahler indicated that she was reporting on a yearly basis not a monthly basis but will review old reports.

Motion approved. Vote 5-0.

2. Road Department Report- January 2025-

ACTION: Motion was made by Glenn Borger and seconded by Jonathan Itterly to approve the January 2025 Road 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.

3. Recreation Board Report- January 2025-

ACTION: Motion was made by Kenneth Fairchild and seconded by Glenn Borger to approve the January 2025 Recreation Board 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.

4. Fire Company and Ambulance Report-

ACTION: Motion was made by Kenneth Fairchild and seconded by Glenn Borger to approve the 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.

VI. SLATE BELT REGIONAL POLICE DEPARTMENT REPORT:

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

ACTION: Motion was made by Nolan Kemmerer and seconded by Glenn Borger to approve the January 2025 Slate Belt Regional Police Department Monthly 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.

2. Feasibility Project- TABLED-

Supervisor Kenneth Fairchild, reported that the Police voted at the last meeting on the Feasibility Project with a vote of 2-1 approving the Project.

VII. 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

Resident Jeff Stoudt proposed a question to Solicitor Backenstoe on the status of Hower Farm with Nazareth Borough Municipal Authority? Mr. Stoudt indicated that the reason he is asking, is due to receiving a letter sort of indicating that they have been approved to spread on the Hower Farm and is confused about it. Mr. Stoudt provided a copy of the letter.

Mr. Backenstoe responded that the Storm Water submission was withdrawn, a letter was sent notifying them and we have not heard anything since the letter was sent. He was confused as to the origination of the letter.

Resident Millie Beahn indicated that Save Plainfield Township Group did write the letter and send it out to the residents.

- Jane Mellert

Resident Jane Mellert asked why the bill amounts are not being included in the approvals and the auditors look for this information?

Interim Manager, Nicole Beckett responded that all financial operations are being reviewed and improvements are being recommended.

VIII. BOARD OF SUPERVISORS REPORTS:

1. **Ken Field**

- Nothing to report.

2. **Glenn Borger**

- Nothing to report.

3. **Nolan Kemmerer**

- Supervisor Nolan Kemmerer asked if we can further have Dave Crowther, Township Engineer review plans/submissions and where we stand on the pavilion at Community Park? Also, he would like the Township to speak with the farmer that currently farms the fields next to Community Park to see if we can obtain some of that back to utilize towards the park. Supervisor Kenneth Fairchild will speak with Mr. Mack and report back.

4. **Jonathan Itterly**

- Nothing to report.

5. **Kenneth Fairchild**

- Nothing to report.

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

Solicitor David Backenstoe indicated that the only item he has to report on is that he is currently working with Dave Crowther to have the easements completed for the culvert installation.

X. ADJOURNMENT

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

The meeting adjourned at 7:46 P.M.

Respectfully submitted,

Amy Kahler
Secretary
Plainfield Township