

**PLAINFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
JUNE 12, 2024**

The regular monthly meeting of the Plainfield Township Board of Supervisors was held on Wednesday, June 12, 2024 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.

ROLL CALL:

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

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

I. SECRETARY – AMY KAHLER:

1. Board of Supervisors Meeting Minutes- April 10, 2024 *DRAFT-*

ACTION: Motion was made by Kenneth Fairchild and seconded by Nolan Kemmerer to approve the April 10, 2024 Board of Supervisors Minutes. *Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Supervisor, Jonathan Itterly, will refrain from voting due to not being present at the Board of Supervisor meeting on April 10, 2024. Motion approved. Vote 4-0.*

2. Board of Supervisors Meeting Minutes- April 25, 2024 *DRAFT-*

ACTION: Motion was made by Kenneth Fairchild and seconded by Jonathan Itterly to approve the Board of Supervisors, April 25, 2024 minutes. *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. Resolution No. 2024-11- 2024 Plainfield Township Personnel Manual-

Township Manager, Paige Stefanelli, indicated that Attorney Neal Morris updated information in the manual. Supervisor, Nolan Kemmerer, asked if we can please table the minutes to next meeting so he could review the updated.

ACTION: Motion was made by Nolan Kemmerer and seconded by Ken Field to approve 2024 Plainfield Township Personnel Manual until next month. *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.

Resident Jane Mellert, inquired what the changes were? Once Manuel is approved, changes can be provided, advised Township Manager, Paige Stefanelli.

4. Grand Central Sanitary Landfill (Waste Management) Monthly Update-

Adrienne Fors, Waste Management Representative, reviewed the monthly information indicated that 2800 tons per day are being brought in. Currently we are preparing cell 19 to be used. Waste Management has donated \$10,000 to Plainfield, Wind Gap and Pen Argyl Fire Companies to be utilized in purchasing equipment, towards vehicles etc. Next Thursday cyclists will be doing a tour of the grounds.

5. Swearing in of fire police- Ken Field

Chairman, Ken Field, swore in all Fire Police that were present. He also thanked them for their service.

II. TREASURER – AMY RIGER:

1. Approval of the April 2024 General Fund Disbursements (*\$407,627.94*)-

ACTION: Motion was made by Kenneth Fairchild and seconded by Ken Field to approve April 2024 General Fund Disbursement in the about of \$407,627.94. *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. Approval of the April 2024 Treasurer’s Report-

ACTION: Motion was made by Ken Field and seconded by Kenneth Fairchild to approve April 2024 Treasurer’s 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.

III. TOWNSHIP ENGINEER REPRESENTATIVE – DAVE CROWTHER:

1. No Update

IV. TOWNSHIP MANAGER – PAIGE STEFANELLI:

1. 2021 Contract Addendum- JP Mascaro- *Services Extension July 1, 2024, through June 30, 2025-*

Township Manager, Paige Stefanelli, indicated that she had spoken with JP Mascaro and that the cost per resident is \$31.81 per month. The total for the 1

Year extension is \$898,949.16.

ACTION: Motion was made by Glenn Borger and seconded by Nolan Kemmerer to approve a 1-year extension of service for JP Mascaro until June 30, 2025. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

2. Appoint Steven Lasee, MS PhD as Environmental Toxicologist for Hower Farm-

Solicitor, Dave Backenstoe, gave a briefing on the current legal action with Nazareth Borough and that there are numerous personnel working on the actual information. They would like to spread PFAS and forever chemicals on a farm in Plainfield Township. We would like to have someone that is knowledgeable to speak regarding PFAS and the land. Mr. Steven Lasee, MS PhD, has a Bachelor's in Science and a Master in PFAS along with his knowledge. His rates that he has agreed to have been adjusted and he believes in the study and helping with information that is required for these studies.

ACTION: Motion was made by Kenneth Fairchild and seconded by Ken Field to approve appointing Steven Lasee, as Environmental Toxicologist for Hower Farm. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public.

Resident Don Moore asked if the above case was the only legal action currently taking place in Plainfield Township that he will be working on? **Solicitor, Dave Backenstoe, indicated that is correct.**

Motion approved. Vote 5-0.

3. Remove Attorney Neil Morris, Esq. as Plainfield Township's Labor Attorney-

ACTION: Motion was made by Nolan Kemmerer and seconded by Jonathan Itterly to approve removing Attorney Neil Morris as Plainfield Township's Labor Attorney. 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.

4. Appoint Attorney John Harrison, Esq. as Plainfield Township's Labor Attorney-
ACTION: Motion was made by Ken Field and seconded by Kenneth Fairchild to approve appointing Attorney John Harrison, Esq. as Plainfield Township's Labor Attorney. 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.

Resident Don Moore indicated that he feels he would be a good Attorney and that he is local.

5. Plainfield Township Farmers' Association- Roof Repair Quotes-

Township Manager, Paige Stefanelli, indicated that we would like to move forward with the quotes that we have received for the replacement of the roof due to the roof over the kitchen leaking for some time. Ms. Stefanelli indicated that we have received quotes from 3 different companies and in review we feel that Bernard & Sons is the most reasonable and effective and will be completed (as long as there are no emergencies) prior to the Fair.

ACTION: Motion was made by Glenn Borger and seconded by Jonathan Itterly to approve utilizing Bernard & Sons as the company to replace the roof at the Farmers Grove. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

6. Plainfield Township Farmers' Association- Tree Removal Quote-

Township Manager, Paige Stefanelli, indicated that there are 4 dead ash trees located at the Farmers Grove that also need to be removed. We received a quote in the amount of \$3,260.00 for taking down and removing the trees along with an additional fee of \$280.00 to grind each stump.

ACTION: Motion was made by Kenneth Fairchild and seconded by Ken Field to approve the taking down, removal and the additional fee for stump grinding of the 4 dead ash trees at the Farmer's Grove. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

7. Pen Argyl Area School District- Field Rental Waiver Request-

Township Manager, Paige Stefanelli, indicated that we have received a Field Rental Waiver request from Pen Argyl Area School District to waive the fees of the field rental for all of the dates on the application, which is included with your packet.

ACTION: Motion was made by Glenn Borger and seconded by Kenneth Fairchild to approve the waiving of the field fees for Pen Argyl School District Field Rental. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

8. Long Road Culvert Replacement Project- Update-

Township Manager, Paige Stefanelli, indicated that everything has been completed and Jim Lawrence, Northampton County and Road Department for final inspection. We will be sending out all of the paperwork to close grant and we just received the final information from Ott Consulting.

9. Grand Central Road Bridge- Update

Township Manager, Paige Stefanelli, indicated that the work on the bridge has been completed. This does not look the prettiest, but it is compliant with State regulations, safety is first. Final inspection will be taking place with PennDOT, Road Department and myself.

10. Slate Belt Comprehensive Plan- Discussion and Recommendations-

Township Manager, Paige Stefanelli, indicated that Becky Bradley did a presentation in which we have supplied LVPC and the Steering Committee with letters asking questions on 8/31/23 and 9/15/23 and have not received a response to all of the concerns/questions. Resident Terry Kleintop, supplied a copy of those letters. Mr. Kleintop indicated that we would like all of the open items in the letters addressed so we (as boards) can make a final decision.

Supervisor Nolan Kemmerer indicated that we would think about moving forward with the Comp Plan only and not joining the Zoning portion. Slate Belt is looking for a letter indicating such. Once the answers are received then we could move forward and advise the Steering Committee once we receive all of the answers that are pending.

Township Manager, Paige Stefanelli, indicated that we would need a motion to conduct a letter to Becky Bradley, once all of the open questions are answered.

ACTION: Motion was made by Ken Field and seconded by Kenneth Fairchild to approve moving forward with Township Manager, Paige Stefanelli, conducting a letter to the Steering Committee indicated that we need the answers to the questions that have not been answered in letters

dated 8/31/23 and 9/15/23. Once those questions have been satisfied, we will then move forward with only the Slate Belt Comprehensive Plan Only and not have Zoning included. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public.

Resident Jane Mellert, requested if we have been in contact with our surrounding municipalities? **Township Manager, Paige Stefanelli and Chairman, Ken Field, indicated that Robin Zmoda from Pen Argyl advised that they were on board and that she had been present at a meeting.**

Resident Jane Mellert indicated that this has been going on for years and that we need to decide and move forward. **Paige Stefanelli, Township Manager indicated that we are working with Keystone Consulting Engineers to re-write our Zoning and then we would not be utilizing the Zoning portion in the Slate Belt Comprehensive Plan.**

Ms. Mellert indicated that she felt pushed and persuaded to take the plan when it was on a bigger scale. Ms. Mellert indicated that she heard that Lower Mount Bethel did drop out. **Ms. Paige Stefanelli, did confirm this information as of 3/5/24, they opted not to participate. Ms. Stefanelli indicated that an in-person meeting had taken place and both Robin Zmoda and Becky Bradley both felt that all questions had been answered, now that I have the letters, I will readdress anything that has not been.**

Resident, Terry Kleintop, indicated that he feels that Plainfield Township is being ignored by them and we are just another Municipality. He has asked them directly at different times regarding the questions, and they indicate that they have been answered.

Resident Don Moore indicated that the current Slate Belt Plan is not easily assessable, it is very confusing. He has brought up numerous times within the last 3 years reviewing the information and questioned by Plainfield Township's plan is different and more difficult to assess than others.

Chairman, Ken Field, indicated that once we have the answers that we will move forward appropriately.

Supervisor Nolan Kemmerer asked if we are looking at not moving forward now, why was this not discussed years ago?

Resident Don Moore indicated that they had made changes and then no updates were ever submitted.

Motion approved. Vote 5-0.

11. Plainfield Township Act 537- Update and Discussion-

Township Manager, Paige Stefanelli, advised that on numerous occasions that MaryBeth, from Northampton County has reached out to the Township to receive information about the above and has not fully received the completed information. I have located 3 different draft versions and a version that DEP approved but since the Township had changed it that one is no longer valid. The prior manager did keep track of the drafted resolutions but unfortunately it was not fully executed. There is not the specific language that needs to be included and we did confirm with MaryBeth and DEP that Resolution 2022-008 is correct and finalized. Resident, Don Moore, indicated that it has to be in the minutes of the meeting that it was approved etc.

Township Manager, Paige Stefanelli, indicated that would be correct and that if the minutes/meetings were documented and saved correctly they would be easier to find also. We are working on current items and then having to go back over the past 2 years to locate actual information.

Solicitor David Backenstoe advised that he has attended numerous meetings with our sister Municipalities and they would need to approve, then next step is we would need to send it to the DEP for final approval.

Township Manager, Paige Stefanelli, indicated that no matter what has been done, it is all incorrect. The amended plan will be completed, with appropriate wording, submitted to the Board of Supervisors, LVPC, advertised, and sent to DEP for review and then adoption.

Resident Jane Mellert, indicated when she was secretary that she assisted in processing and filing of this and that the reason it was amended was to include a pumping plan.

Township Manager, Paige Stefanelli, reiterated that all previous amendments are not correct and she will work with MaryBeth, whom has been extremely helpful to try to have this completed as soon as possible. Does the Board of Supervisors want her to come in, everyone was ok with her not coming in and just sending a digital copy.

ACTION: Motion was made by Ken Field and seconded by Kenneth Fairchild to approve moving forward with Township Manager, Paige Stefanelli, being authorized to make necessary amendments to make Act 537 valid and continue with the process until it is adopted. *Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public.* Vote 5-0. Motion approved.

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

1. Planning and Zoning Report- 2023 –

Township Manager, Paige Stefanelli, advised that this report is an NPC requirement. This report will outline everything that the Planning Commission is currently working on and any updates to properties, this will also include any Zoning information. Paige Stefanelli, Township Manager is requesting the adopt the attached as 2023 report and we will move forward with updates for 2024.

ACTION: Motion was made by Glenn Borger and seconded by Nolan Kemmerer to approve the 2023 Planning and Zoning Report. *Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Vote 5-0. Motion approved.*

2. Road Department Report- May 2024-
3. Recreation Board Report- May 2024-
4. Fire Company and Ambulance Report- May 2024-

ACTION: Motion was made by Glenn Borger and seconded by Jonathan Itterly to approve the May 2024 Road Department Report, May 2024 Recreation Board Report, and May 2024 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. Vote 5-0. Motion Approved.*

It was requested by the Residents if the reports can be posted on the Board prior to the meeting starting.

VI. SLATE BELT REGIONAL POLICE DEPARTMENT REPORT:

1. Slate Belt Regional Police Department Monthly Report- May 2024-

ACTION: Motion was made by Glenn Borger and seconded by Jonathan Itterly to May 2024 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. Vote 5-0. Motion Approved.*

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*):

- Jane Mellert

Resident Jane Mellert requested the information of the items posted on PennBids and when will they be presented to the Board of Supervisors for review?

Dave Crowther, Keystone Consulting Engineers indicated that once bids are closed, they will be presented. Hopefully it will move quickly.

Township Manager, Paige Stefanelli, indicated that if we need to schedule a special meeting to review bids we will do so.

- **Don Moore**

Resident Don Moore just wanted to apologize to Paige that she has to do some cleaning up. Also, that you see the Board Members all have different strengths and appreciate it.

VIII. BOARD OF SUPERVISORS REPORTS:

1. Ken Field

- Chairman, Ken Field, received a call from Julianne Patte- she worked with the group that planted flowers along trail and she reported that someone vandalized it. They ripped a plant out and took some mulch. We are looking for the Board of Supervisor's approval to replace the plant and mulch for her. Approved no need to vote.

2. Glenn Borger

- Nothing to report.

3. Nolan Kemmerer

- Nothing to report.

4. Jonathan Itterly

- Nothing to report.

5. Kenneth Fairchild

- There have been complaints about the grass area again at the Travel Inn. Township Manager, Paige Stefanelli, indicated that we have had numerous issues with the owner, court costs and are not sure a \$25.00 grass violation will be taken care of, Solicitor, Dave Backenstoe is there another avenue we might be able to take? Mr. Backenstoe advised to send notice to owner and try to give the owner or the Attorney a call, proceed with Grass violation.

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

1. Planning Commission Protocol Discussion- Extension of Time Requests-

Solicitor, Dave Backenstoe, indicated that the Planning Commission has brought up their concern about an increase in extensions and that they do not always receive a reason for those extensions. The Planning Commission is looking for the Board of Supervisors to adopt a policy in which if there is a Land Development or concern before the Planning Commission and the property owner is requesting an extension that they would need to appear before the Planning Commission to explain or provide proof of why they are requesting the extension. If they do not appear before the Committee and their submittal expires then they will be denied and will need to reapply.

ACTION: Motion was made by Glenn Borger and seconded by Kenneth Fairchild to approve the adoption of policy to have property owners appear before the Planning Committee to request an extension. *Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Vote 5-0. Motion approved.*

Resident Jane Mellert interjected if we know if the Environmental Advisory Council is being discontinued as they have not had a meeting this year? **Township Manager, Paige Stefanelli indicated that they have not had a quorum and that is why they have not had a meeting. Chairman, Ken Field, indicated that the Advisory Council could be discontinued.** Resident Jane Mellert also asked why Kory Kutzler has not attended any of the Recreational Board Meetings as he was placed on as a member?

Chairman Ken Field advised if you have questions and/or concerns to bring up that they would need to be asked during the Citizens agenda, if you had signed in appropriately.

X. ADJOURNMENT-

Having no further business to come before the Board of Supervisors, a motion was made by Glenn Borger and seconded by Kenneth Fairchild to adjourn the meeting. The motion was approved unanimously.

The meeting adjourned at 7:55 PM.