

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

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

Chairman, Ken Field indicated that the agenda needs to be amended the items are demonyms and appropriate.

ACTION: Motion was made by Ken Field and seconded by Nolan Kemmerer to amend the agenda to include items under the Solicitor 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.

II. SECRETARY – AMY KAHLER:

a. Board of Supervisors Meeting Minutes- February 12, 2025-

ACTION: Motion was made by Kenneth Fairchild and seconded by Nolan Kemmerer to approve February 12, 2025 Board of Supervisor Meeting 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.

b. Board of Supervisors Meeting Minutes- February 27, 2025–

ACTION: Motion was made by Jonathan Itterly and seconded by Kenneth Fairchild to approve February 27, 2025 Board of Supervisor Meeting 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.

c. Consideration of Streamlined Recreation Facility Rental Process and Updated Application Forms –

A memo was provided to the Board of Supervisors with background and requests from Administration to update and processes.

Motion was made by Supervisor, Jonathan Itterly, to approve new application.

Motion died.

Motion was made by Supervisor, Nolan Kemmerer, to have the application reviewed by the Recreation Board. Seconded by Jonathan Itterly.

Vice Chairman, Tony Borger spoke and advised how application process use to work, but advise that there has not been any issues, until now and that nothing can be changed without Recreation Board making necessary changes. Mr. Borger advised that there are numerous verbal agreements for use of the fields, and that there are fees that have been waived.

Chairman, Ken Field advised that a motion had been made for the review from the Recreation Board.

Supervisor, Nolan Kemmerer, asked how the fees are waived, as they have not been presented to the Board of Supervisors?

Administrative Assistant, Amy Kahler, asked that an application is approved, and it be uniform no matter who is applying. If the applicant is requesting fees to be waived then that would need to be placed in writing and presented to the Board of Supervisors for approval.

- d. Blue Mountain Community Library Update – Judy Piper
Ms. Piper, Treasurer, spoke and advised of the team that she had brought and who assisted in pulling different aspects together. Ms. Piper thanks the Board for the generous contribution and appreciates what the Township has done, now and over the years. Ms. Jill Silvius, Secretary, spoke to advise on the different items that the contributions have contributed too, events that have taken place, and some that are planned for the upcoming year. Memberships continue to be free for residents. They have also applied for grants to assist in different areas. They have submitted a letter for the upcoming rental reservation.

- e. Morgan Stanley Update- Paul Azzaretto-
Mr. Azzaretto introduced himself and provided an update on going forward and what could possibly happening in the investment world. Mr. Paul Azzaretto reviewed the last year of events and indicated that there were ups and down and we are currently up 1 ¼%. Long term rates have come down. Currently the account balance is \$15,750,000.00. When investments mature they are reinvested.

- f. Grand Central Sanitary Landfill (Waste Management) Monthly Update – Adrienne Fors-
Ms. Fors provided the monthly update. Currently, they are accepting 1600 tons a day. She also mentioned the distribution of the mailers, the newsletter, the

annual tour and notified the Township that the drilling project is complete and they are planning on having another drilling project in the future.

III. TOWNSHIP ENGINEER REPRESENTATIVE – DAVE CROWTHER:

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

- b. Lefevre and Heitzman Road Culvert Replacements-
Mr. Crowther reviewed some photos of the culvert and surrounding area. The original plan that was presented from Ott Engineering did not expand far enough to cover the bank, in which it was then located to extremely close to the bridge located on private property. Mr. Crowther advised if there is a large rain storm, the bridge could wash out. An agreement has been drafted for the property owner to have the Township clean the swale out. If the owner would agree to have the bridge removed, the contractor could appropriately design the culvert/bank area.
Chairman, Ken Field, indicated that this seems like the most appropriate, so we do not need to repair anything in the future.
ACTION: Motion was made by Ken Field and seconded by Kenneth Fairchild to approve to have the contractor remove the bridge, and for the Township Road Department to dispose of bridge. 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.
Mr. Crowther indicated that the excavator will be moved over to Lefevre, once both culverts are installed and completed, both roads will be paved at the same time. Project will be completed by the end of March.

- c. Mud Run Road- Traffic Study Discussion-
Mr. Crowther, advised that the survey has been completed and the full report will be complete by next month, from there, an update will be available on the next steps from Earth Engineering.

IV. INTERIM TOWNSHIP MANAGER – NICOLE BECKETT:

A. Unfinished Business

- a. Motion to approve the SBRPD HVAC replacement contract with Legacy Heating & Cooling for \$11,380.00 and authorize the Interim Township Manager to execute all necessary documents to proceed with the project
Interim Manager, Nicole Beckett provided the information on the quotes that were received. Discussion to accept Legacy Heating & Cooling Inc., which is \$400.00 less than the other quotes received.
Chairman, Ken Field discussed the proposals and noted Legacy Heating & Cooling is \$400.00 less than the others.

ACTION: Motion was made by Jonathan Itterly and seconded by Kenneth Fairchild to approve Legacy Heating & Cooling quote of \$1,1380.00, contingency to

also include cost of new lines if needed. 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.

B. New Business

1. Financial Operations Update
 - a. Update and Summary provided by the Interim Finance Director- Ms. Beckett reported the Interim Finance Director provided a detailed written report on the financial operations of the Township.
 - b. Review and Approval of Accounts Payable Report as of March 10th totaling \$104,334.88-
Ms. Beckett reviewed the breakdown of accounts and payments.
ACTION: Motion was made by Nolan Kemmerer and seconded by Jonathan Itterly to Accounts Payable report of March 2025. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Motion approved. Supervisors commented that they like the new report. Vote 5-0.
 - c. Update on Internal Control Framework and Best Practices-
Ms. Beckett indicated that she is working with Office Staff to determine best practices moving forward.
2. Receipt and Acknowledgement of Landfill Closure Financial Analysis Report completed by Susquehanna Accounting & Consulting Solutions, Inc.-
Interim Manager, Nicole Beckett indicated that report has been received. The Board accepted the report and discussed how to best make the report available to the public. It was decided to the report would be placed on the website and a nixel alert would be sent out.
Resident Jane Mellert, asked about the scope of the report and was informed all the details can be found within the report.
Chairmen, Ken Field indicated that it was reporting on the finances if the landfill will close.
ACTION: Motion was made by Kenneth Fairchild and seconded by Nolan Kemmerer to approve the Landfill Closure Financial Analysis Report completed by Susquehanna Accounting & Consulting Solutions, and to advertise on website. 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. Motion to deny PC-2024-004 Autumn Ridge- Major Subdivision and Land Development- The Planning Commission recommended denying the plan due to no extension or submission received.
Administrative Assistant, Amy Kahler reported the request for extension to August 31, 2025 was received..

ACTION: Motion was made by Glenn Borger and seconded by Nolan Kemmerer to approve extension until August 31, 2025 for PC- 2024-004 Autumn Ridge- Major Subdivision and Land Development. 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. Motion to approve the submission of the Pennsylvania Notary application and cover the related fees for the Township Secretary – Interim Manager, Nicole Beckett indicated that having a Notary within the office would benefit office procedures.

ACTION: Motion was made by Glenn Borger and seconded by Kenneth Fairchild to approve Township Secretary to obtain Pennsylvania Notary to not exceed the cost of \$400.00. 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. ROAD REPORT, PLANNING and ZONING REPORT, RECREATION BOARD AND FIRE COMPANY and AMBULANCE REPORTS:

1. Planning and Zoning Report -Updating Processes, Report to Follow.
2. Road Department Report- Updating Processes, Report to Follow.
3. Recreation Board Report- Breanne Kemmerer, Chair- Ms. Kemmerer, indicated that the minutes have been completed for the February meeting. Recreation Board is waiting to receive the quote for the resurfacing of the courts and they are also waiting on the plans for the disc golf.
4. Fire Company and Ambulance Report-February 2025-
ACTION: Motion was made by Glenn Borger and seconded by Jonathan Itterly to approve February 2025 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.

D. SLATE BELT REGIONAL POLICE DEPARTMENT REPORT:

1. Slate Belt Regional Police Department Monthly Report- February 2025 –
ACTION: Motion was made by Glenn Borger and seconded by Nolan Kemmerer to approve February 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.

E. 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):

Ken Wyatt-

Resident Ken Wyatt asked what is going to happen down on Mudd Run Road, with Hahn Road still being closed. The other Townships have fixed their portions, and he notified the Board that he only has one way out and emergency crews cannot get down.

Mr. Crowther indicated that we walked Hahn Road and definitely looked into and discussed how to move forward. Mr. Crowther will add the review onto Earth Engineering and see how exactly we can move forward to make the road drivable.

Resident Wyatt indicated that Hahn Road has always been a one way street.

F. BOARD OF SUPERVISORS REPORTS:

1. Ken Field

- Nothing to report.

2. Glenn Borger

- Mr. Borger provided information about the Slate Belt COG, and noted upcoming fundraisers.

3. Nolan Kemmerer

- Nothing to report.

4. Jonathan Itterly

- Mr. Itterly indicated that our Sanitation Contract expired and we had requested to extend for one year. We need to keep in mind that we need to request to extend for another year or start the process and see what our options are. He suggested looking at our current host agreement, and see if we can have the same “cost free” option as the Boroughs with Waste Management. Chairman, Ken Field suggested further research and to return it to the table.

Also, Supervisor, Jonathan Itterly noticed that the office does not close for lunch. A lot of the time the office staff usually eats and works, does not take lunch depending on the day. He recommended changing office hours to 8:00am-4:00pm. Further discussion is needed and Ms. Beckett will provide input from staff and return to an upcoming agenda.

5. Kenneth Fairchild

- Nothing to report.

G. SOLICITOR’S REPORT – (DAVID BACKENSTOE, ESQ.)

1. Review Knitters Hill expansion and obtaining property-

Mr. Backenstoe reviewed the information about Knitters Hill and that this was reviewed in 2024, Engineering followed through but had determined that the portion that we would like to expand onto was not owned by the Township. Mr. Backenstoe advised that if we would like to move forward we will have Keystone

Engineering provide a map on the portion that we would like to obtain, and present it to the property owner. If the property owner is ok, and we would move forward with completing a deed due to eminent domain.

ACTION: Motion was made by Kenneth Fairchild and seconded by Glenn Borger to approve request for an additional 200 feet and proceed with deed if property owner is in agreeance. 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. Discuss proposal for Field Investigation Tasks- V. Britton-
Solicitor Dave Backenstoe indicated that we have known about Nazareth Municipal Authorities understanding and their intent of spreading biosolids on the land at Hower Farm. We have received a report/breakdown from Mr. Britton on what and how he would like to perform testing of the soils on the farm. Mr. Backenstoe just wanted to keep the Board updated on the processes and information.
3. Extension request from PC-2021-001 Gall Farm Preserve 1A-
Solicitor Backenstoe reviewed the project and indicated that it has taken some time to finalize some of the information and they are waiting on some final reviews from Ott Engineering. This should be completed by the end of 2025. The extension is being requested until December 31, 2025.
ACTION: Motion was made by Glenn Borger and seconded by Nolan Kemmerer to approved extension request through December 31, 2025 for PC-2021-001 Gall Farm Preserve 1A. 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. Hearing and Adoption of Solar Array Ordinance-
Mr. Dave Backenstoe reviewed the ordinance. The Ordinance has been reviewed by the Planning Commission and was sent to LVPC with no comments being received. One question that did come up was about placing solar arrays on preserved farms, and you can not, this information has been received from Northampton County.
Resident Mr. Stoudt requested clarification on residential solar.
Mr. Backenstoe indicated that residents are not placing a solar system on their roof and selling it back to the grid. The solar arrays covered under the Ordinances are commercial.
ACTION: Motion was made by Kenneth Fairchild and seconded by Glenn Borger to approve and adopt the Solar Array Ordinance. 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.
5. Hearing and Adoption of Zoning Exemption Ordinance-
Mr. Dave Backenstoe reviewed the Ordinance. The Ordinance has been reviewed by the Planning Commission with no comments.

ACTION: Motion was made by Glenn Borger and seconded by Kenneth Fairchild to approve and adopt the Zoning Exemption Ordinance. *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. 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 7:14 P.M.

Respectfully submitted,

Amy Kahler
Secretary
Plainfield Township