

**PLAINFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
MARCH 13, 2024**

The regular monthly meeting of the Plainfield Township Board of Supervisors was held on Wednesday, March 13, 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 Director of Planning & Zoning, Paige Stefanelli, Township Solicitor, David Backenstoe, and Township Representative for Keystone Consulting Engineers, Dave Crowther

I. INTERIM SECRETARY – PAIGE STEFANELLI:

An executive session was held on February 20, 2024 and March 12, 2024 to discuss personnel matters.

1. Accept Separation of Prior Township Manager, Jeff Bartlett

ACTION: Motion was made by Ken Field and seconded by Nolan Kemmerer to accept separation of prior Township Manager, Jeff Bartlett. *Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public.*

A resident questioned whether there was a contract that was signed. Mr. Field indicated Mr. Bartlett received one month's worth of a salary as well as two (2) months of health insurance.

Motion approved. Vote 5-0.

2. Appointment of Interim Township Manager, Paige Stefanelli

No motion was made. Agenda item dies due to lack of a motion.

3. Appointment of Interim Township Secretary, Paige Stefanelli

Supervisor, Nolan Kemmerer, recommended that Treasurer, Amy Riger, would be a good candidate for the Secretary position.

ACTION: Motion was made by Ken Field and seconded by Kenneth Fairchild to appoint Amy Riger as Interim Secretary. 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. Appointment of PSATS Conference Voting Delegate- Paige Stefanelli

ACTION: Motion was made by Ken Field and seconded by Jonathan Itterly to appoint Paige Stefanelli as the PSATS Conference Voting Delegate. 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. Ricci Subdivision and Land Development Plan Recording Discussion

The Applicant's legal counsel, Steve Goudsouzian, esq. was present. He indicated that in 1988, Mr. Ricci got approval to subdivide real estate. He noted that the applicant completed all requirements that were bestowed to him. This plan, unfortunately, was not properly recorded, although signed by all necessary personnel. Mr. Ricci sold the parcel off to another owner based on the original subdivision that was approved. To date, the Planning Commission recommended the Board of Supervisors approve the subdivision. Thereafter, the Board of Supervisors denied the request 3-2. A Right-to-Know request was submitted to the Township for the property file and it was found that the Township Solicitor indicated in 1988 that plans were recorded. At that time, it was the responsibility of the Township Solicitor to follow through with such recording. Attorney Goudsouzian requested to have this plan legally recorded.

ACTION: Motion was made by Kenneth Fairchild and seconded by Ken Field. 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. Grand Central Sanitary Landfill (Waste Management) Monthly Update

It has been recorded that 2500 tons per day, max is 3000 a day. Checks for host fee were sent have been well received. Letter was sent out earlier this week about the Gas collection project is underway, new lift is being installed. Currently 60%

complete. 28 vertical wells are currently being done. Doing a lot of educational options for park, flower beds, children. Going to wind gap park. This weekend bird walk event. Another tour is coming April 17, 2024.

II. TREASURER – PAIGE STEFANELLI (FOR AMY RIGER):

1. Approval of the January 2024 General Fund Disbursements *(\$340,197.88)*

ACTION: Motion was made by Glenn Borger and seconded by Ken Field to approve the January 2024 General Fund Disbursements. *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 January 2024 Treasurer’s Report

ACTION: Motion was made by Glenn Borger and seconded by Kenneth Fairchild to approve the January 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. INTERIM TOWNSHIP MANAGER – PAIGE STEFANELLI:

1. Road Department Garage Door Quotes- Expenditure Proposal
 - i. Hendershot Door Systems
 - ii. Overhead Door Company of Allentown

ACTION: Motion was made by Kenneth Fairchild and seconded by Nolan Kemmerer to accept Hendershot Door System to install the Garage Door. *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. Road Department Rockland 42” Tilt Bucket- Expenditure Proposal

ACTION: Motion was made by Ken Field and seconded by Kenneth Fairchild to approve the Road Department Rockland tilt bucket. *Prior to the vote, Chairman, Ken Field, asked if there were any comments from the*

governing body or the public. Jane requested what the cost is? The cost is \$9,933.00.

Motion approved. Vote 5-0.

3. Kesslersville Municipal Complex Accessory Shed Pad Replacement- Expenditure Proposal

ACTION: Motion was made by Kenneth Fairchild and seconded by Ken Field to approve the shed pad replacement. *Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public.* Jane Mellert requested the cost of the project? The cost is \$2,648.28.

Motion approved. Vote 5-0.

4. Long Road Culvert Replacement Project- Payment Release #2

ACTION: Motion was made by Glenn Borger and seconded by Kenneth Fairchild for approval of the Long Road Culvert Replacement Project. *Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public.* Jane Mellert requested the cost and if we are nearing the end? Chairman, Ken Fields indicated yes. Millie indicated that this is a really nice project.

Motion approved. Vote 5-0.

5. Raising and Keeping of Domesticated Chickens- Proposed Ordinance Adoption was last revised March 5, 2024.

The Planning Commission needs to review the Ordinance, we will review the Ordinance and provide a clean and concise draft of the ordinance is received. If accepted and authorized, we will place on the agenda for a vote. Advisory only but MPC requirements.

ACTION: Motion was made by Glenn Borger and seconded by Nolan Kemmerer to review the 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

6. Office Furniture Proposal- Offix Systems

ACTION: Motion was made by Ken Fields and seconded by Kenneth Fairchild to approve new office furniture. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Jane requested the cost of proposal. Chairman, Ken Field indicated that the cost is \$8,704.10.

Motion approved. Vote 5-0.

7. Zoning Ordinance Amendment Proposal- Recycling Processing Facility
(Commercial and Industrial Uses)

David from GCSL reviewed some of the criteria to indicate that if you categorized as commercial use, and this mere industrial uses. Commercial use will allow access to the public and industrial use will not be used by the public.

Plan was approved and given conditional final approval. The submission for the building permit was completed and, the zoning permit was issued. The Zoning Officer asked for modifications for the building in which those changes were made and resubmitted. Paige indicated that there were issues with the height of the building. Everyone thought that the building was an industrial building. This was reviewed/discussed. Redefine the recycling processing of the facility being accessed for public vs nonpublic access.

Supervisor Jonathan Itterly noticed there was a typo on the building code and height. Dave from GCSL made 3 different changes. First it is recategorized as a recycling processing facility under commercial use as accessible by the public. Industrial nonpublic access, and this fixes the typo and requires a 312 (6) to read maximum building height.

We will advertise the new ordinance. This will be placed on the Planning Commission's agenda for Monday. Then this will be sent to LVPC. This will then be placed on April 25, 2024 meeting.

ACTION: Motion was made by Ken Field and seconded by Glenn Borger. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Jane mentioned about there being an incinerator and she was concerned with the height.

Motion approved. Vote 5-0.

8. Township Website Proposal- Update Discussion
 - i. NA Studios- Bob Pysher

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 Ken Field and seconded by Kenneth Fairchild 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.* Motion approved. Vote 5-0.

2. Road Department Report- February 2024- TABLED

ACTION: Motion was made by Glenn Borger and seconded by Ken Field to table the Road Department Report dated February 2024. *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- TABLED

ACTION: Motion was made by Ken Field and seconded by Glenn Borger to have the Recreation Board Report tabled. *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- February 2024-

ACTION: Motion was made by Glenn Borger and seconded by Nolan Kemmerer to table the Fire Company and Ambulance Report dated February 2024. *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- TABLED-

ACTION: Motion was made by Nolan Kemmerer and seconded by Kenneth Fairchild to table the report from Slate Belt Regional Police Department. *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.

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): Prior to the vote, Chairman asked if there were any comments from the governing body or the public.

- **Jane Mellert**

What is the status of Paige being the official Right-to-Know Officer? When is the Plan Slate Belt coming to a meeting? Chairman, Ken Field advised Paige is the Right-to-Know Officer and that Plan Slate Belt will be scheduled on the next agenda or following agenda. Was any review done on the detention basin in Colony Park? The Township has an escrow and will look into the status. What is Paige? Dave Crowther, Township Representative for Keystone Consulting Engineers indicated that Amy Riger is Interim Secretary, Right-to-Know Officer and Zoning Officer is Paige Stefanelli.

- **Carlton Michaels**

What is the status of the Gall Farm project? Are we moving forward with possible waiver for monuments? Dave Crowther, Township Representative for Keystone Consulting Engineers indicated that Gall Farm Project is moving forward with putting in a parking lot. In regards to the monuments being placed, I had a meeting with Sherry Acevado, from Northampton County, and we were not asking for a waiver, we are asking Ott Consulting to survey the area along the trail to place the monuments. Ott Consulting is not interested, they are concerned about the cost. Now it is up to the Northampton County to decide on what they would like to do. Carlton is concerned about access to Gall Farm by the public and trespassing but would like to have this looked at again. Dave Crowther, Township Representative for Keystone Consulting Engineers, indicates that they granted the waiver, and we cannot un-grant a waiver once approval has been granted. What is the status of the grant for Engler road?

- **Paul Levits**

Who is secretary? Amy Riger is now Interim Secretary. Paige Stefanelli is Zoning Officer, Acting Right-to-Know Officer, and voting delegate for PSATS.

- **Jeff Stoudt**

Are we moving forward on full time secretary? What is Paige? Paige is Zoning Officer and Right-to-Know Officer only.

- **Alex Cortezzo**

When is the fire truck going to be delivered at Sullivan Trail.

- **Tom Carlo**

The fencing at Waste Management has gaps. Adrienne indicated that it all depends on what section, some is 50' some is not. The fence is constantly being fixed. Windy season. Correcting it as we see.

- **Jonathan Lock**

*There are several storm sewer drains along Capp Road. **Chairman, Ken Field will talk to Larry on the washout issue.***

VIII. BOARD OF SUPERVISORS REPORTS:

1. **Ken Field**

- Nothing to report.

2. **Glenn Borger**

- Wolfpack baseball has worked diligently on the field at their own cost. Total cost is \$23,000.00 to list it as donations to Township? Dave is ok with this, unless there is a contractual relationship and a fee that someone has to pay. But in lieu of payment then this is not considered a deductible. This should be referred to the Accountant. It could be listed as a donation, and then they would not receive anything in return. It was noted that, if they want to play on it, they are getting something in return.

3. **Nolan Kemmerer**

- Nothing to report.

4. **Jonathan Itterly**

- Nothing to report.

5. **Kenneth Fairchild**

- Nothing to report.

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

A couple of issues with Sherry Acevado in Northampton County. Would really like to meet with 1-2 reps from the Board of Supervisors concerning the trail basin back to the 1987 Easement Agreement. We can come up with a slightly revised scheme for new trail and

what the old trail will then look like. We are asking for only County Officials Bryan Cope and Sherry Acevado and we will have Glenn Borger and Nolan Kemmerer, from the Board of Supervisors also attend the meeting.

A discussion about the Land swapping. Letters will be written and sent out to appropriate Residents. The Conservation District would like to take it over. We will need to subdivide the two ends for the trail. Paige indicated that she would do this.

The LVPC Comp Plan member will be coming to a meeting soon to discuss the plan and answer any questions that anyone might have.

Millie asked about Hower Farms. A Right-to-Know request was submitted by the counter party. I am concerned about where they are at. Were there any permits submitted? Chairman, Ken Field, spoke to Ron Kimes, Zoning Officer whom indicated he said no he does not think any permits have been issued at this point.

X. ADJOURNMENT

Executive session made a motion to adjourn by Glenn Borger and seconded by Kenneth Fairchild at 7:05 P.M.