**PLAINFIELD TOWNSHIP**
**BOARD OF SUPERVISORS MEETING**
**October 22, 2026**

The monthly meeting of the Plainfield Township Board of Supervisors was held on Wednesday October 22, 2026, at the Plainfield Township Municipal Building located at 6292 Sullivan Trail, Nazareth, PA 18064.

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, Administrative Coordinator/Secretary, Amanda Haney, Public Works Director, Will Hughes, Township Engineer, Mike Muffley and Scott Boehret from Transcend Finance.

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:

   None

## II. SECRETARY – AMANDA HANEY:

1. None

## III. INTERIM TREASURER – PAIGE STEFANELLI:

1. None

## IV. TOWNSHIP ENGINEER – MIKE MUFFLEY:

### A. Updates and Discussion:

1. None

### B. For Consideration:

1. None

## V. TOWNSHIP MANAGER – PAIGE STEFANELLI:

### A. Personnel:

1. Executive Session to discuss Finance Director Open Position:

   The Board entered executive session at 6:01 P.M. to discuss personnel matters and reconvened in public session at 6:46 P.M. No official action was taken regarding this matter.

### B. New Business:

1. Consideration of Quotes for Waste Services in reference to the Plainfield Township Yard Waste Facility:

   **ACTION: Motion was made by Glenn Borger and seconded by Nolan Kemmerer to table the matter.** ***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 Easement Purchase through Northampton County Farmland Preservation- Kerr Farm- $376,000.00:

   The Board discussed the proposed $376,000 contribution toward an agricultural conservation easement for Kerr Farm through Northampton County Partnership Program for Agricultural Conservation Easements. Discussion addressed prior Township commitments, available preservation funds, the farm-ranking process, and state, county, and municipal funding. Resident, Carlton Michaels, commented on funding availability and factors affecting preservation priorities and per-acre values.

   **ACTION: Motion was made by Nolan Kemmerer and seconded by Glenn Borger to approve the Kerr Farm contribution.** ***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. Discussion of 2027 Plainfield Township Budget Parameters:

   The Board began reviewing the proposed 2027 budget and discussed revisions to staffing, equipment, and project allocations. Paige Stefanelli reported that the $90,000 paving allocation and proposed Ford Ranger purchase had been removed, with continued use of the F-550 dump truck planned. The revised Public Works staffing proposal included one additional full-time employee and one regular part-time employee.

The Board reviewed budget line item 342.200 for rent charged to the Slate Belt Regional Police Department. Supervisor, Jane Mellert, requested the rental rate per square foot, which was identified as $13.

**ACTION: Motion was made by Nolan Kemmerer and seconded by Ken Field to reduce Slate Belt Police Departments rent to $0.** ***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.**

**ACTION: Motion was made by Ken Field and seconded by Glenn Borger to increase budget line item 410.230 for heating fuel from $5,000 to $10,000.** ***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.**

The Board reviewed employee cellphone expenses under budget line 402.320. Supervisor, Jane Mellert, questioned whether all employees required Township-issued cellphones, Township Manager, Paige Stefanelli, explained that their use primarily related to Right-to-Know requests.

**ACTION: Motion was made by Nolan Kemmerer and seconded by Paul Levits to remove the Finance Director's cellphone expense from the budget.** ***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.**

Supervisor, Jane Mellert, moved to reduce budget line 401.460 to $2,500. The motion failed for lack of a second.

The Board discussed bank fees under budget line 402.390, including costs associated with Positive Pay and fraud protection.

**ACTION: Motion was made by Jane Mellert and seconded by Nolan Kemmerer to reduce budget line 402.460 to $1,500.00.** ***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.**

The Board reviewed proposed technology and records management expenses, including equipment replacement, SmartGov accounts, and conversion of Township records to digital documents. Township Manager, Paige Stefanelli, explained that the proposed records conversion allocation reflected a project budgeted but not completed during the current fiscal year.

The Board discussed the proposed addition of one full-time and one regular part-time Public Works employee. Public Works Director, William Hughes, cited staffing shortages affecting road maintenance, equipment operation, flagging,

snow removal, and employee safety. Board members discussed workload, contracting alternatives, union requirements, and the cost of wages and benefits.

**ACTION: Motion was made by Jane Mellert and seconded by Paul Levits to remove the proposed additional full-time position pending further evaluation of staffing needs and the overall budget.** ***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**.

The Board reviewed budget line 430.232, noting that expenditures had already exceeded the existing $21,000 allocation.

**ACTION: Motion was made by Ken Field and seconded by Nolan Kemmerer to increase budget line item 430.230 from $6,000 to $10,000.00.** ***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**.

**ACTION: Motion was made by Nolan Kemmerer and seconded by Ken Field to increase the allocation to $30,000.00.** ***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**.

The Board also discussed water expenses under budget lines 430.236 and 430.366. Township Manager, Paige Stefanelli, agreed to clarify the distinction between bottled water and utility water charges.

The Board reviewed budget line item 454.386 for portable toilet rentals and discussed reducing the number of units rented from November through March.

The Board reviewed the Liquid Fuels budget and accounting process. Supervisor, Jane Mellert, provided examples of prior reporting formats and questioned allocations appearing in both the General Fund and Liquid Fuels budgets. Township Manager, Paige Stefanelli, explained that the current approach followed PennDOT guidance, improved project tracking and financial reporting, and did not duplicate expenses.

The Board discussed reimbursements from Northampton County for equipment rentals and related work under an existing agreement. Township Manager, Paige Stefanelli, stated that the Township performed the work when staff time was available.

Supervisor, Paul Levits, questioned the $210,000 allocation for other equipment under budget line 430.740. Township Manager, Paige Stefanelli, referenced the equipment spreadsheet previously provided to the Board and explained that the proposed amounts used the highest quotes received to allow for anticipated costs.

The Board reviewed proposed recreation facility expenses under budget line 454.610, including certified playground inspections, accessibility requirements, and improvements at the Grove. Supervisor, Jane Mellert, suggested reducing the allocation to between $50,000 and $75,000. Township Manager, Paige Stefanelli, and Public Works Director, William Hughes, discussed required inspections and compliance needs, while Supervisor, Ken Field, requested complete cost estimates and clarification of responsibilities between the Township and the Farmers Association. Township Manager, Paige Stefanelli, advised that additional quotes were being obtained.

The Board reviewed a proposed monthly expense of $607 under budget line 407.310. Board members requested further discussion with Scott Edwards regarding the services provided. Township Solicitor, Dave Backenstoe, suggested arranging a conference call.

The Board discussed the proposed Fire Apparatus Fund allocation, including an additional $25,000. Supervisor, Jane Mellert, requested the Fire Company's financial records before further consideration. Township Manager, Paige Stefanelli, advised that the requested information was due by noon on November 5.

The Board reviewed proposed road engineering expenses under budget line 408.310, including Engler Road, Mud Run Road, and Hahn Road. Township Engineer, Mike Muffley, explained that the Engler Road work had not progressed to final design and discussed limitations on signing and sealing another engineer's work.

**Motion was made by Glenn Borger and seconded by Ken Field to remove Mud Run Road and substitute Hahn Road under budget line 439.610.** ***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.**

**Motion was made by Glenn Borger and seconded by Ken Field to revise budget line 408.310 to reflect 20 hours for preparation of a sketch plan.** ***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.**

The Board discussed the remaining budget shortfall, road infrastructure needs, and options for balancing the budget through expenditure reductions, interfund transfers, or a tax increase. Township Manager, Paige Stefanelli, explained that the budget draft excluded approximately $2 million in Waste Management revenue previously used to balance the budget, in preparation for the anticipated loss of that revenue when the landfill closes. Supervisor, Jane Mellert, requested a revised budget and updated police figures before determining the tax rate. No final tax rate was established.

Resident, Carlton Michaels, commented on the continuing shortfall and the need to fund road improvements through transfers or increased taxes.

**C. Resolutions:**

1. **Resolution No. 2026-27** – Local Share Account Statewide Grant Application Submission:

   Public Works Director, William Hughes, discussed applying for Local Share Account grant funding for a backhoe and a replacement generator and advised that final quotes were being obtained.

   **Motion was made by Jane Mellert and seconded by Glenn Borger to approve Resolution 2026-27 authorizing the grant application for both items.** ***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.**

## VI. PUBLIC WORKS DIRECTOR – WILLIAM HUGHES:

1. Consideration of Quote for Maintenance and Repair of Traffic Signal:

   **ACTION: Motion was made by Nolan Kemmerer and seconded by Glenn Borger to approve the quote for repairs to the traffic signal located on Route 512 and Route 33 near Jacobsburg Road.** ***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. Consideration of Advertisement for Ordinance No. 439 pertaining to a Proposed Road Infrastructure Fund:

   **ACTION: Motion was made by Ken Field and seconded by Glenn Borger to authorize advertisement of proposed Ordinance No. 439.** ***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 Advertisement of Ordinance No. 440 pertaining to a Proposed Fire Apparatus Fund:

   **ACTION: Motion was made by Ken Field and seconded by Nolan Kemmerer to authorize advertisement of proposed Ordinance No. 440.** ***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.**

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

1. Planning and Zoning Report – None
2. Fire Company and Ambulance Report – None
3. Recreation Board Report – Brianne Kemmerer – Request for Annual Budget Allowance and Direction

Brianne Kemmerer requested an annual budget allowance and authority for the Recreation Board to plan community events without seeking separate Board approval for each event. Discussion addressed scheduling, expense documentation, reimbursement procedures, and providing an annual calendar of proposed events.

**ACTION: Motion was made by Glenn Borger and seconded by Ken Field to authorize a $5,000 allowance for Recreation Board event planning.** ***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:

   No report was presented.

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

   Discussion remained tabled.

3. Discussion of Slate Belt Regional Police Department Lease Agreement:

   The Slate Belt Regional Police Department Lease was discussed during the 2027 Budget Parameters and will be reduced to $0.

## 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):*

## 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 – No Report was presented.

5. Jane Mellert - Ms. Mellert raised concerns about trailhead users parking on private property and suggested installing signs identifying the Township's property boundary. Township Manager, Paige Stefanelli, discussed parking space limitations and applicable building code requirements. Ms. Mellert requested a date and time to tour the township facilities.

**ADJORNMENT:**

Having no further business to come before the Board of Supervisors, the motion was made by Ken Field and seconded by Nolan Kemmerer to adjourn the meeting. Motion approved. Vote 5-0.

The meeting adjourned at 10:02 P.M.

Respectfully submitted,

Amanda Haney

Amanda Haney
Administrative Coordinator
Plainfield Township