

**PLAINFIELD TOWNSHIP  
BOARD OF SUPERVISOR'S MEETING  
AUGUST 28, 2025**

The regular monthly meeting of the Plainfield Township Board of Supervisors was held on Thursday, August 28, 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.

**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, Solicitor, David Backstenstoe, Esq., Township Engineer Representative, Dave Crowther and Kevin Horvath, Finance Director, Nicholas Steiner, and Permit Coordinator/Secretary, Amy Kahler.

Approximately 8 members of the public were in attendance.

Township Manager, Paige Stefanelli, requested executive session prior to proceeding. All members went into executive session from 6:05pm to 6:31pm.

**I. GUEST SPEAKERS/PRESENTATIONS:**

1. Grand Central Sanitary Landfill (Waste management) Monthly Update- Adrienne Fors

Waste Management representative, Adrienne Fors indicated that they are maintaining about 2,200 tons per day. Ms. Fors indicated that the temp. capping project has been completed and will be starting meetings regarding the gas project shortly. On September 18, 2025, they will be having the ribbon cutting for the new Recycling Building, please contact Adrienne if you would like to attend.

**II. SECRETARY - AMY KAHLER:**

1. Board of Supervisors Meeting Minutes - August 13, 2025 DRAFT - Request to Table

**ACTION:** Motion was made by Glenn Borger and seconded by Kenneth Fairchild to table the August 13, 2025 Board of Supervisors 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.

### **III. FINANCE DIRECTOR - NICHOLAS STEINER:**

- 1. Review and Approval of Treasurers Report including Accounts Payable (\$251,247.23)**

**ACTION:** Motion was made by Kenneth Fairchild and seconded by Glenn Borger to approve the Accounts Payable in the amount of \$251,247.23. *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:**

#### **A. For Consideration:**

- 1. Minor Land Development Approval for 1035 Blue Valley Drive (PC-2025-003)**

Township Engineer Representative, Dave Crowther, presented the review of the Minor Land Development, waivers and approvals suggested by the Planning Commission.

**ACTION:** Motion was made by Glenn Borger and seconded by Kenneth Fairchild to grant the waiver of §22-703.7.H and §22-1019.1.E(1) to forgo the requirement to plant street trees along the lot frontage and approve the deferral of §22-1015.1 to postpone the requirement to install sidewalks and curbing until such time the Board of Supervisors deems the installation of sidewalks and curbing are necessary. *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 and seconded by Nolan Kemmerer to approve the Minor Land Development for 1035 Blue Valley Drive (PC-2025-003) with all conditions as stated in the Plainfield Township Planning Commission Conditional Approval letter dated July 25, 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. Cherry Ridge Consulting, LLC Wetland and Waters Identification & Delineation Services Quote for Knitter Hill Parking Lot Expansion**

Keystone Consulting Engineers, Dave Crowther, indicated that the Board of Supervisors had previously approved obtaining the land for the project but it was determined to have a Wetland and Waters Identification & Delineation Survey completed. This study would be in the amount of \$2,700.00.

**ACTION:** Motion was made by Glenn Borger and seconded by Nolan Kemmerer to approve the Cherry Ridge Consulting, LLC quote for Wetland and Waters Identification Services for the Knitter Hill Parking Lot Expansion project in the

amount of \$2,700. *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. **Acceptance of PennDOT Correspondence regarding State Retarder Prohibition along S.R. 1008**

Keystone Consulting Engineers, Dave Crowther, advised that a letter was received from PennDOT. Mr. Crowther read the letter and noted that no further action will be taken at this time.

**ACTION:** Motion was made by Ken Field and seconded by Kenneth Fairchild to accept the PennDOT correspondence regarding the State Retarder Prohibition along S.R. 1008. *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. TOWNSHIP MANAGER - PAIGE STEFANELLI:**

**A. Resolutions:**

1. **Consideration of Adoption of Resolution No. 2025-18- 2025 Plainfield Township Board of Supervisors Code of Conduct Policy**

**ACTION:** Motion was made by Kenneth Fairchild and seconded by Jonathan Itterly to table the Resolution No. 2025-18, 2025 Plainfield Township Board of Supervisors Code of Conduct Policy. *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. **Consideration of Adoption of Resolution No. 2025-19- 2025 Plainfield Township Internal Processes and Procedures Manual**

**ACTION:** Motion was made by Kenneth Fairchild and seconded by Jonathan Itterly to table the Resolution No. 2025-19, 2025 Plainfield Township Internal Processes and Procedures Manual. *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. **Consideration of Adoption of Resolution No. 2025-20- Repeal Plainfield Township Citizen Advisory Board Appointment Policy Resolution No. 2019-24**

**ACTION:** Motion was made by Ken Field and seconded by Kenneth Fairchild to repeal the Resolution No. 2025-20, Plainfield Township Citizen Advisory Board Appointment Policy Resolution No. 2019-24. *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. Consideration of Adoption of Resolution No. 2025-21- Plainfield Township Citizen Advisory Board Appointment Policy**

**ACTION:** Motion was made by Ken Field and seconded by Kenneth Fairchild to adopt Resolution No. 2025-21, Plainfield Township Citizen Advisory Board Appointment Policy. *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, Millie Beahn, requested a copy of the resolution. Township Manager, Paige Stefanelli, indicated that once the Resolution was completed that a copy would be forwarded to her.

**5. Consideration of Adoption of Resolution No. 2025-22- Property Addition to the Agricultural Security Area- Delabarre**

**ACTION:** Motion was made by Glenn Borger and seconded by Kenneth Fairchild to adopt Resolution No. 2025-22, Property Addition to the Agricultural Security Area for the Delabarre property. *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. Consideration of Adoption of Resolution No. 2025-23- Plainfield Township Public Safety Grant Submission regarding P25 Radios for Fire Department**

**ACTION:** Motion was made by Kenneth Fairchild and seconded by Ken Field to adopt Resolution No. 2025-23, Plainfield Township Public Safety Grant Submission for P25 Radios for the Fire 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.

**B. Personnel:**

**1. Consideration of Amended Employment Agreement regarding Township Manager, Paige Stefanelli**

**ACTION:** Motion was made by Kenneth Fairchild and seconded by Jonathan Itterly to table the Amended Employment Agreement regarding Township Manager, Paige Stefanelli. *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. New Business:**

**1. Consideration of Grass Complaints located at 499 E. Moorestown Road and 6366 Sullivan Trail**

Township Manager, Paige Stefanelli, discussed the condition of the properties and said that the property owners have been contacted numerous times without responding to any correspondence. Board of Supervisors discussed best options and safety for the staff to move forward with making the properties up to code.

**ACTION: Motion was made by Glenn Borger and seconded by Nolan Kemmerer to address the grass complaints located at 499 E. Moorestown Road and 6366 Sullivan Trail to proceed with notifying property owner, if unanswered proceed with Administrative Warrant and refurbish the property. 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. Consideration of Structure and Grass Complaints located at 1631 Alpine Drive**

Township Manager, Paige Stefanelli, discussed the condition of the property and said that the property owner has been contacted numerous times without responding to any correspondence. Board of Supervisors discussed best options and safety for the staff to move forward with making the properties up to code.

**ACTION: Motion was made by Glenn Borger and seconded by Nolan Kemmerer to address the structure and grass complaints located at 1631 Alpine Drive to proceed with notifying property owner, if unanswered proceed with Administrative Warrant and refurbish the property. 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. Discussion of International Property Maintenance Code (IPMC)**

Township Manager, Paige Stefanelli, led a discussion regarding the International Property Maintenance Code (IPMC) and its potential implementation in the Township and would like to review with the assistance of the Zoning Officer, Elizabeth Amato, to choose portions, and present to have them appropriately adopted.

**ACTION: Motion was made by Ken Field and seconded by Glenn Borger to approve the Township Manager, Paige Stefanelli and Zoning Officer, Elizabeth Amato, to gather IMPC portions to be reviewed and proceed with possible adaption. Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Motion approved.**

Resident, Jane Mellert, suggested contacting Bushkill Township possibly, they implemented a newer version than the 2018 version.

**Vote 5-0.**

**4. Consideration of Special Event Application for Mikey Racciato Foundation for a 5K and Fun Run**

**ACTION:** Motion was made by Kenneth Fairchild and seconded by Nolan Kemmerer to approve the Special Event Application for Mikey Racciato Foundation for a 5K and Fun Run with the acceptance of PennDOT, Plainfield Township Volunteer Fire Company, and 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.

5. Consideration of Annual Services Quote from Legacy Heating and Cooling

**ACTION:** Motion was made by Glenn Borger and seconded by Kenneth Fairchild to approve the Annual Services Quote from Legacy Heating and Cooling in the amount of \$2,138.00. *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.

6. Consideration of Plainfield Township Building letters replacement quote by And The Sign Says, LLC \$7,142

Township Manager, Paige Stefanelli, indicated that there are some letters missing from the front of the building. We would like to make it look nice. Mrs. Stefanelli indicated that there are 2 options, option 1 is Plainfield Township Municipal Building and option 2 is Police and Township Offices. Discussion took place between the Supervisors, and option 1 was chosen.

**ACTION:** Motion was made by Nolan Kemmerer and seconded by Kenneth Fairchild to approve the replacement of the Plainfield Township building letter replacement quote by And The Sign says, LLC for \$7,142. *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. Consideration of Land Acquisition Interest along Bangor Road as a possible Trailhead Location for Township Trail

Township Manager, Paige Stefanelli, indicated that she was contacted by the property owner, since the parcels are for sale and it would be a nice area to utilize for trail connection. Mrs. Stefanelli, reviewed the parcels that would be considered. Discussion between Board of Supervisors and residents, indicating there might be some wetlands, and think it would be a good place.

**ACTION:** Motion was made by Glenn Borger and seconded by Ken Field to express interest in the land acquisition along Bangor Road as a possible trailhead location for the Township Trail. *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. Consideration of Request for Sound Barrier Installation by PennDOT along S.R. 33

Township Manager, Paige Stefanelli, indicated that we have received numerous correspondences from residents requesting that we contact PennDOT. Mrs. Stefanelli also indicated that Bushkill Township will discuss with their Board also.

**ACTION: Motion was made by Kenneth Fairchild and seconded by Jonathan Itterly to approve the request for sound barrier installation by PennDOT along S.R. 33. 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.**

**9. Discussion and Consideration of Pen Argyl Area School District Quote for Score Board Installation**

Township Manager, Paige Stefanelli, reviewed the quotes that were provided by Pen Argyl Area School District for installation of a solar score board at the Municipal Park Field. Discussion with the Board of Supervisors indicates that this project has been going on for some time, and everyone agreed and thinks that the installation of a score board is a good idea, also that it is portable.

**ACTION: Motion was made by Nolan Kemmerer and seconded by Glenn Borger to approve the Pen Argyl Area School District to access the Municipal Park Field to install the solar score board. The Supervisors would be open to allowing the Road Department to assist in installation if they notify Plainfield Township in writing. 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.**

**10. Consideration of Approval to advertise Ordinance No. 429 regarding Plainfield Township Manager Ordinance**

**ACTION: Motion was made by Ken Field and seconded by Kenneth Fairchild to table the request to advertise Ordinance No. 429 regarding the Plainfield Township Manager 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.**

**V. SOLICITOR'S REPORT - (DAVID BACKSTENSTOE, ESQ.)**

**1. Discussion of Draft Ordinance No. 429 regarding Data Centers Solicitor David**

Solicitor David Backstenstoe, provided a discussion regarding Draft Ordinance No. 429 concerning Data Centers and related zoning considerations which entailed definition, usage, locations, and regulations. Mr. Backenstoe will review the Ordinance with Zoning Officer, Elizabeth Amato and Township Manager, Paige Stefanelli and then will present it to the Plainfield Township Planning Commission.

**VII. SLATE BELT REGIONAL POLICE DEPARTMENT REPORT:**

**1. Slate Belt Regional Police Department Report- August 2025**

**ACTION:** Motion was made by Glenn Borger and seconded by Kenneth Fairchild to approve the August 2025 Slate Belt Regional Police 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.*

## **VIII. CITIZEN'S AGENDA/NON-AGENDA**

*(Only persons who have signed the Sign-In Sheet by 6:15 P.M will be allowed to speak. There is a 3-minute time limit for speakers)*

- **Kevin Anderson**

Resident, Kevin Anderson, thanked everyone for behavior and set a good example for his daughter whom was interested in attending the Board of Supervisors meetings on August 27, 2025 and August 28, 2025.

- **Ann Fantini**

Resident, Ann Fantini, introduced herself and thanked the Board of Supervisors for providing information.

- **Paul Levits**

Resident and Chairman of the Planning Commission, expressed that the Planning Commission has not chased a lot of businesses out of Plainfield Township, review the property files.

- **Pete Albanese**

Resident, Pete Albanese, indicated that he can verify that the applicants have had a hard time moving forward with request of adequate approval of extensions, which they could not complete what was requested in enough time of the extension approval. Mr. Albanese can confirm that he Planning Commission has been a roadblock for businesses in the community, decisions when presented should follow the SALDO process.

- **Jane Mellert**

Resident, Jane Mellert, indicated that residents misinterpreted the pile of papers that were on display at the August 27, 2025, Board of Supervisors meeting and it is unfortunate.

## **IX. BOARD OF SUPERVISORS REPORTS:**

- **Kenneth Field**

No report provided.



- **Glenn Borger**

No report provided.

- **Nolan Kemmerer**

No report provided.

- **Jonathan Itterly**

No report provided.

- **Kenneth Fairchild**

No report provided.

#### **X. ADJOURNMENT:**

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

The meeting adjourned at 7:46 P.M.

Respectfully submitted,



Amy Kahler

Secretary/Permit Coordinator  
Plainfield Township