

**PLAINFIELD TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
MARCH 28, 2024**

The regular monthly meeting of the Plainfield Township Board of Supervisors was held on Wednesday, March 28, 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 Fields, Vice Chairman, Glenn Borger, Supervisor, Nolan Kemmerer, Supervisor, Jonathan Itterly, Supervisor, Kenneth Fairchild.

Also present were Director of Planning and Zoning, Paige Stefanelli, Solicitor, David Backenstoe, Township Representative for Keystone Consulting Engineers, Dave Crowther.

**I. INTERIM SECRETARY – AMY RIGER:**

1. Appointment of Director of Planning and Zoning- Paige Stefanelli

**ACTION: Motion was made by Nolan Kemmerer and seconded by Kenneth Fairchild to appoint Paige Stefanelli as Director of Planning and Zoning. *Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Paul questioned if Keystone Consulting Engineers being the one that is appointed?***

**Motion approved. Vote 5-0.**

2. Morgan Stanley Update- Paul Azzaretto

An introduction and an update on the portfolio was done. Bonds have been slightly down but in the past 2 months have gone back up. Celebrated that the Federal is completed and increased interest rates. There will likely be 3 rate cuts. Interest will be lower, which will be good for bonds. Return of close to 5%. Currently at \$14,700,000 and change. Rough few years but things are going and looking up.

## II. TREASURER – AMY RIGER:

1. Approval of the February 2024 General Fund Disbursements (\$327,648.91)

**ACTION:** Motion was made by Glenn Borger and seconded by Kenneth Fairchild to approve 2024 General Fund Disbursement. *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 February 2024 Treasurer's Report

**ACTION:** Motion was made by Kenneth Fairchild and seconded by Glenn Borger to approve 2024 February 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.

3. Approval to close Capital Construction Account and move funds to Capital Reserve Account

**ACTION:** Motion was made by Nolan Kemmerer and seconded by Kenneth Fairchild to approve Capital Construction Account to be moved to the Capital Reserve Account. *Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Resident asked what the capital account is? Explained.*

**Motion approved. Vote 5-0.**

4. Approval to close Refuse Fund and move funds to General Fund Account

**ACTION:** Motion was made by Glenn Borger and seconded by Kenneth Fairchild to close Refuse Fund and move funds to the General Fund Account. *Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public. Jane is requesting that the account provide everyone with a recycling can. Would be nice for all residents to be uniform. This should be taken into consideration and given back to the residents. Brianne- there will be a line item correct? No issues.*

**Motion approved. Vote 5-0.**

**III. TOWNSHIP ENGINEER REPRESENTATIVE – DAVE CROWTHER:**

1. No Update

**IV. DIRECTOR OF PLANNING AND ZONING – PAIGE STEFANELLI:**

1. Plainfield Township Farmers' Association- Requests for 2024 Farmers Fair Preparation

**ACTION: Motion was made by Ken Field and seconded by Nolan Kemmerer for the Plainfield Farmers' Association to hold fireworks. *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. Plainfield Township Farmers' Association- Farmers Fair Premium Book Ad Proposal

**ACTION: Motion was made by Glenn Borger and seconded by Jonathan Itterly to approve Ad Proposal for Plainfield Township Farmers' Association. *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. New Township Website- Update Discussion and Expenditure Proposal

**ACTION: Motion was made by Glenn Borger and seconded by Jonathan Itterly to approve the proposal of the new website. *Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public.* Jane indicated that this should be cheaper, as no new pictures were taken. Paul indicated that he was having trouble accessing the new site. Who is doing the updates? *Chairman, Ken Field indicated that the web site company will be making all of the changes and updating as necessary for now.***

**Motion approved. Vte 5-0.**

4. OneSource Staffing- Expenditure Proposal

**ACTION: Motion was made by Ken Field for 25 and seconded Kenneth Fairchild for 20. *Prior to the vote, Chairman, Ken Field, asked if there were any comments from the governing body or the public.* Nolan asked about how long the proposal is for.**

**Motion approved. Vote 5-0.**

5. Regular Part Time Road Department Employee- Richard Johnson

**ACTION: Motion was made by Nolan Kemmerer and seconded by Ken Field for part time Road Department employee. *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. Seasonal Road Department- Summer Help- Barry Huston

**ACTION: Motion was made by Glenn Borger and seconded by Kenneth Fairchild for seasonal Road Department employee. Pay is \$20.00 per hour. *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. Discuss and Approve Salary for Treasurer

**ACTION: Motion was made by Ken Fields and seconded by Jonathan Itterly for change to Finance Director and pay increase to \$34.62 per hour effective immediately. *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. Liquid Fuels Disbursements- Update Discussion

Update on forms.

9. 2024 Proposed PSATS Resolutions- Discussion

**ACTION: Motion was made by Ken Field and seconded by Kenneth Fairchild to approve resolution as it was provided. *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. ROAD REPORT, PLANNING and ZONING REPORT, RECREATION BOARD AND FIRE COMPANY and AMBULANCE REPORTS:**

1. Planning and Zoning Report- TABLED
2. Road Department Report- March 2024
3. Recreation Board Report- TABLED
4. Fire Company and Ambulance Report- None

**ACTION:** Motion was made by Nolan Kemmerer and seconded by Glenn Borger for approval of Planning and Zoning Report, Road Department Report, and the Recreation Board 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.*

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

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

**ACTION:** Motion was made by Keneth Fairchild and seconded by Nolan Kemmerer to approve Slate Belt Regional Police Department'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.*

**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):**

- **Jeff Stout**

*What is the status of liquid fuels and the status of the new Admin lady.*

- **Jane Mellert**

*Asked when will we be approving Admin lady? Also asked about 2024 fee schedule being approved and when will minutes be placed on the agenda for approval?*

- **Millie Beahn**

*Is there a Zoning Officer? Chairman, Ken Field, advised there is a Zoning Officer at the moment 1 day a week.*

**VIII. BOARD OF SUPERVISORS REPORTS:**

1. **Ken Field**
  - Nothing to report.
2. **Glenn Borger**
  - Nothing to report.

**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.)**

**X. ADJOURNMENT**