

**PLAINFIELD TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
February 14, 2018**

The regular monthly meeting of the Plainfield Township Board of Supervisors was held on Wednesday, February 14th, 2018 at the Plainfield Township Municipal Building, 6292 Sullivan Trail, Nazareth, PA 18064.

Vice Chairman, Glenn Borger called the meeting to order at 7:00 P.M.

The Pledge of Allegiance was performed.

**ROLL CALL:**

The following Supervisors answered roll call: Vice Chairman, Glenn Borger, Joyce Lambert, and Jane Mellert. Chairman, Randy Heard was delayed in attendance to the meeting. Supervisor, Stephen Hurni, was excused.

Also present were Solicitor, David Backenstoe, Esq., Treasurer, Katelyn Kopach, Township Engineer, Michael Kukles, Township Manager, Thomas Petrucci, and Administrative Assistant, Paige Gerstenberg.

Chairman, Randy Heard, arrived at approximately 7:04 P.M.

**I. SECRETARY–THOMAS PETRUCCI:**

1. Appointment and Swearing in of Special Fire Policeman Richard Johnson- Chairman, Board of Supervisors:

Mr. Richard Johnson was not in attendance at this meeting. This matter will be addressed at the March 14<sup>th</sup>, 2018 meeting.

2. Approval of the January 10, 2018 Regular Board of Supervisors Meeting Minutes:

**ACTION: Motion was made by Jane Mellert and seconded by Joyce Lambert to approve the January 10, 2018 Regular Board of Supervisors Meeting Minutes. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 4-0.**

3. Approval of the January 25, 2018 Workshop Board of Supervisor Meeting Minutes:

**ACTION: Motion was made by Chairman, Randy Heard, and seconded by Glenn Borger to approve the January 25, 2018 Board of Supervisors Workshop Meeting Minutes. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved with Joyce Lambert abstaining. Vote 3-1.**

4. Main Office Furniture Options- Paige Gerstenberg, Administrative Assistant- General Fund Budget \$7,500.00:

Township Administrative Assistant, Paige Gerstenberg, gathered three quotes for new Township furniture. Ms. Gerstenberg was looking into purchasing two (2) L-shaped desks, two (2) filing cabinets, and a cork board. The three quotes were received from Tanner Furniture, Offix Systems, and Corporate Environments. The lowest quote came in at \$3,735.27 from Offix Systems for the desks, filing cabinets, and the cork board. There were additional line items on the quote from Offix Systems including new chairs for all of the employees at the Township office. With the additional line items, the quote came to \$5,764.34. Corporate Environments came to a total of \$4,671.22 and Tanner Furniture was the most costly coming in at a total of \$5,662.71. Paige Gerstenberg recommended to the Board of Supervisors to move forward with the quote from Offix Systems.

Supervisor, Jane Mellert, requested that the Township employees go to view the prospective furniture in person to ensure that the quality is up to par before any purchases are made. This matter was tabled and will be addressed at the March 14<sup>th</sup>, 2018 meeting.

5. Elected Auditor Position Vacancy Update:

Currently, the Township has no additional volunteers for the vacant Elected Auditor Position. During the meeting, Millie Bean expressed her interest in filling the vacant position. She questioned what was involved with the position and was satisfied with the requirements. Ms. Bean requested that she be nominated to hold the Elected Auditor position for Plainfield Township.

**ACTION: Motion was made by Chairman, Randy Heard, and seconded by Joyce Lambert to appoint Millie Bean as Plainfield Township's Elected Auditor. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* Motion approved with Jane Mellert abstaining. Vote 3-1**

II. **TREASURER – KATELYN KOPACH:**

1. Approval of the January, 2018 General Fund Disbursements (\$387,331.28):

**ACTION: Motion was made by Joyce Lambert and seconded by Glenn Borger to approve the January, 2018 General Fund Disbursements in the amount of \$387,331.28. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* Motion approved. Vote 4-0.**

2. Approval of the January, 2018 Treasurer's Report:

**ACTION: Motion was made by Joyce Lambert and seconded by Glenn Borger to approve the January, 2018 Treasurer's Report. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* Motion approved. Vote 4-0.**

3. Non-Uniform Pension Plan: Approval of 4th Quarter and Annual 2017 Reports

**ACTION: Motion was made by Joyce Lambert and seconded by Jane Mellert to approve the 4th Quarter and Annual 2017 Reports of the Non-Uniform Pension Plan. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* Motion approved. Vote 4-0.**

**III. TOWNSHIP ENGINEER – MICHAEL KUKLES:**

1. Rolling Meadows Estates- Improvements Completion Deadline and Letter of Credit Expiration- February 28, 2018- Subdivision Extension and Letter of Credit Extension through September 30, 2018; Letter of Credit Reduction Request:

Mr. Wilmot has requested a letter of credit reduction as well as a request to pull the road ways out of the maintenance period as they are now complete. Mr. Wilmot also provided the Board with an update on Rolling Meadows Estates which included the fencing and the plantings which are to be completed in the spring. Maintenance periods for those items will be sought at that time.

Township Manager, Mike Kukles, stated that he inspected the roadways briefly located at Rolling Meadows Estates. Many items are going out of the maintenance period including the roads, sidewalks, detention basins, etc. since they are now complete.

Mr. Wilmot is seeking to commence the maintenance period beginning on March 1<sup>st</sup>, 2018. Additionally, there has been one change made to the plantings. Instead of the original trees that were to be planted, there will now be shrubs planted in its place. The cost of the shrubbery is significantly lower than the original plantings. The cost is approximately \$15,000.00 less. Township Solicitor, David Backenstoe, noted that based on the three requests being made by Mr. Wilmot, there will need to be three separate motions for each.

**ACTION: Motion was made by Joyce Lambert and seconded by Glenn Borger to grant the request of Robert Wilmot for a release of funds in the amount of \$161,187.46 with a total of \$150,000.00 in funds remaining as presented. *Prior to the***

*vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 4-0.*

**ACTION:** Motion was made by Glenn Borger and seconded by Joyce Lambert to grant the request of Robert Wilmot to allow all the other improvements, which have not been out of maintenance, to transition into an eighteen (18) month maintenance period except for the fence and plantings. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 4-0.*

**ACTION:** Motion was made by Chairman, Randy Heard, and seconded by Jane Mellert to grant the request of Robert Wilmot for an Extension of Time (enclosed herein) until September 30th of 2018 to complete the remaining improvements. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 4-0.*

#### **IV. TOWNSHIP MANAGER – THOMAS PETRUCCI**

1. Public Hearing: Ordinance No. 386- Zoning Ordinance Amendment:

The proposed amendment will eliminate the requirement for the Plainfield Township Planning Commission to review variances in regards to Zoning. Residents expressed concerns of the cost of going in front of the Planning Commission when the variance being requested was a very minor project. This amendment will also clean up the language set forth within the current ordinance and allows the Zoning Officer to refer to officials for engineering and so forth. Certificates of Occupancy will also be uniformed with the Uniform Commercial Code. A draft of this amendment was sent to the Lehigh Valley Planning Commission and the LVPC was content with the draft.

After the brief introduction, public comment was commenced. Resident, Don Moore noted that this draft amendment would have a very good outcome.

2. Consideration of Adoption: Ordinance No. 386- Zoning Ordinance Amendment:

**ACTION:** Motion was made by Chairman, Randy Heard, and seconded by Joyce Lambert to adopt the Zoning Ordinance No. 386 amendment as presented. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 4-0.*

Mr. Moore also noted that he has recently seen some issues with the Zoning Hearing Board. He noted that there is criteria that must be addressed with each hearing but is consistently being ignored. Mr. Moore wanted to bring attention to this systemic issue.

**ACTION: Motion was made by Jane Mellert and seconded by Glenn Borger to send a letter to the Zoning Hearing Board and the Zoning Board Solicitor, James Zulick, outlining the concerns raised about criteria that are not being addressed and would like to have the Zoning Hearing Board make findings with each hearing. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 4-0.**

Township Solicitor, David Backenstoe, also added that when there is a variance, it is up to the Zoning Hearing Board on how they would like to handle the variance. When no findings are found, it does not do any favors for the applicant which could ultimately be overturned in court.

3. Approval to Advertise 2018 Materials Bid (Stone and Bituminous Asphalt Materials):

Township Manager, Tom Petrucci, noted that the Township has not ordered a sufficient amount of stone and bituminous asphalt materials in the past to warrant going out to bid. Additionally, the Township has utilized COSTARS to purchase these materials. Mr. Petrucci recommended that the Board of Supervisors bid out the materials, which will crushed limestone and asphalt, within two separate bid openings.

Mr. Petrucci noted that the Plainfield Township Road Department will be doing more work in-house for the year of 2018 as well.

**The following Stone Materials were put out to bid:**

1,500 Tons (More or Less)	Stone, #2A, PA-2A SUBBASE
250 Tons (More or Less)	Stone, #2A Modified, Select Granular Material-2RC
1,000 Tons (More or Less)	Anti-Skid, Type AS3
100 Tons (More or Less)	Stone, AASHTO #8, 1B
100 Tons (More or Less)	Stone, AASHTO #57, 2B
100 Tons (More or Less)	Stone, AASHTO #67, 2
100 Tons (More or Less)	Stone, AASHTO #67, 2, H; Washed
100 Tons (More or Less)	Stone AASHTO #10, 1
100 Tons (More or Less)	Stone, AASHTO #1, 4

100 Tons (More or Less)	Stone AASHTO #3, 3A
100 Tons (More or Less)	Stone AASHTO #8, 1B; 1% Wash
100 Tons (More or Less)	Stone, Gabion
100 Tons (More or Less)	Stone, R-3 Rip Rap
100 Tons (More or Less)	Stone, R-4 Rip Rap
100 Tons (More or Less)	Stone, R-5 Rip Rap
100 Tons (More or Less)	Stone, R-6 Rip Rap
100 Tons (More or Less)	Stone, R-7 Rip Rap
100 Tons (More or Less)	Stone, R-8 Rip Rap

**The following Bituminous Materials were put out to bid:**

250 Tons (More or Less)	Cold Patch-P486-Superpave
500 Tons (More or Less)	Superpave 9.5mm, PG 64-22, Wearing Course, 0.0 to 0.3 million ESAL's, SRL-L
500 Tons (More or Less)	Superpave 9.5mm, PG 64-22, Wearing Course, Any ESAL, Any SRL
500 Tons (More or Less)	Superpave 25.00mm, PG-64-22, Binder Course, Any ESAL, Any SRL
500 Tons (More or Less)	Superpave 19.00mm, PG-64-22, Binder Course, Any ESAL, Any SRL
500 Tons (More of Less)	Superpave 9.5mm, PG 64-22, Wearing Course, 0.3 to 3.0 million ESAL's, SRL-L

**ACTION: Motion was made by Chairman, Randy Heard, and seconded by Joyce Lambert to approve the advertisement to bid for the 2018 Stone and Bituminous Asphalt Materials. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 4-0.**

4. Approval to Advertise 2018 Nova-Chip Project Ultra-Thin Bonded Wearing Course (Abbey Road, Briar Road, Green Lane and Plainfield Drive)- Bid Opening Date March 30, 2018:

The Township has explored many options for the road projects set for this year including a maintenance type of product that would not be as coarse or abrasive as a chip seal. Using materials such as chip seal would make the project a messy proposition. All roads are within the same vicinity within the Township. Township Manager, Tom Petrucci, spoke to Labor and Industry in terms of the project and issues were brought to Mr. Petrucci's attention regarding whether these projects would be considered maintenance or construction. If the Board wishes to move forward with this project, the Township will be required to file a Prevailing Wage determination request. If such request is filed, this will be the precedent for all other municipalities. The Board of Supervisors were unsure of creating such a precedent. Submitting the Prevailing Wage request is due to the fact that the projected cost of the project was between \$165,000.00 and \$175,000.00 and the cutoff for road work for Prevailing Wages is \$100,000.00. Mr. Petrucci will gather more information and come back to the Board next month.

5. Authorization for Township Manager/Township Engineer to Advertise Grand Central Road Bridge Replacement Bid and Batts Switch Road Culvert Replacement Bid:

Township Manager, Tom Petrucci, requested to expedite the process for the Grand Central Road Bridge Replacement Bid and Batts Switch Road Culvert Replacement Bid.

**ACTION: Motion was made by Chairman, Randy Heard, and seconded by Jane Mellert to authorize Township Manager, Tom Petrucci and Township Engineer, Mike Kukles to put the referenced projects out to bid in advance as the specifications become available. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* Motion approved. Vote 4-0.**

6. Approval of Capital Reserve Expenditure- Toro Groundsmaster 4010-D (\$77,954.04)- 2018 Budgeted Amount- \$82,000.00:

Mr. Petrucci noted that the purchase of the Toro Groundsmaster 4010-D came under budget totaling \$77,954.04. The total budgeted amount for 2018 was \$82,000.00.

**ACTION: Motion was made by Glenn Borger and seconded by Chairman, Randy Heard, to approve the replacement of the 2004 Toro Groundmaster for the new 2018 4010-D Toro Groundmaster. The equipment is approved for purchase off of the Pennsylvania State Contract (piggybacking through the COSTARS program in the amount of \$77,954.04. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* Motion approved. Vote 4-0.**

7. Approval of Capital Reserve Expenditure- Bandit Intimidator 12XP Chipper (Diesel) (\$47,213.50)- 2018 Budgeted Amount- \$55,000.00:

Township Manager, Tom Petrucci, noted that the Township has sold the 1974 Chipper. The Township has borrowed a chipper from Upper Nazareth. The total cost for the new Bandit Intimidator 12XP Chipper came in at \$45,699.20 which was the lowest bid.

**ACTION: Motion was made by Chairman, Randy Heard, and seconded by Joyce Lambert to approve the purchase of the Bandit Intimidator 12XP Chipper in the amount of up to \$45,699.20 as presented on the NJPA contract pricing, provided that the NJPA contract is compliant with the Second Class Township Code. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 4-0.***

8. Approval of Capital Reserve Expenditure- Administrative Vehicle Replacement- 2018 Budgeted Amount- \$28,000.00:

Plainfield Township has sold both former police cruisers. The Township is in need of a new vehicle to use for all Township meetings, training, errands, etc. Township Manager, Tom Petrucci, received multiple quotes for various vehicles through the COSTARS program as follows:

<b>Make</b>	<b>Model</b>	<b>Year</b>	<b>COSTARS Price</b>
Ford	Explorer AWD (Base Model)	2018	\$27,417.00
Ford	Escape SE AWD	2018	\$22,337.00
Toyota	Camry Hybrid LE CVT	2018	\$26,881.00
Toyota	Camry Hybrid XLE CVT	2018	\$30,637.00
Chevrolet	Equinox AWD	2018	\$24,470.00
Chevrolet	Equinox LT AWD	2018	\$25,641.00
GMC	Terrain AWD	2018	\$27,853.00
Jeep	Compass Limited 4x4	2018	\$27,832.00
Ford	Explorer XLT 4x4	2018	\$34,051.00



Mr. Petrucci also noted that he was looking for an AWD SUV that had decent mileage and crash ratings. Out of all the various quotes, the Township received the lowest quote for a 2018 Ford Escape SE in the amount of \$22,337.00.

**ACTION: Motion was made by Glenn Borger and seconded by Chairman, Randy Heard, to purchase the 2018 Ford Escape SE through the COSTARS program in the amount up to \$22,337.00, as presented. Township Manager Petrucci will continue to seek price quotations for the 2018 Ford Escape in order to attempt to obtain the lowest price. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 4-0.**

9. Approval of Capital Reserve Expenditure (New Server for Plainfield Township Office) (\$3,493.34) plus Professional Services to Install/Set-Up (\$65.00 per hour); GIS Workstation- \$2,750.00:

Township Manager, Tom Petrucci, stated that with the current server that the Township is using, the Geographic Information System (GIS) system cannot be installed. In order to expedite the goals of the Township, the expenditure is necessary. The Township has not had a computer that is capable of easily handling the GIS software of the Township. It is also necessary to purchase a computer that has enough memory and storage to handle the system so that the Township's administrative personnel can easily access the system and make updates. In addition, the Township surveyed its storm sewer system as required by the MS4 program, and the intent is to have that information readily available on GIS to refer to with ease.

**ACTION: Motion was made by Glenn Borger and seconded by Joyce Lambert to approve the Capital Reserve Expenditure for a new server for the Plainfield Township Office in the amount of \$3,493.34, Professional Services to install/set-up \$65.00 per hour, and the GIS Workstation in the amount of \$2,750.00. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 4-0.**

Immediately after the vote, Township Resident, Kevin Phillips, questioned what the GIS system was. Mr. Petrucci stated that GIS is a software system that allows the Township to easily view mapping data- including natural resources, natural features, zoning and tax map parcel information.

10. Resolution No. 2018-08: Opposing House Bill 1620 (PN 2146), Entitled the "WIRELESS INFRASTRUCTURE DEPLOYMENT BILL"; Authorizing the Resolution to go forward to PSATS:

Resolution No. 2018-08 will be forwarded to PSATS and local legislators which memorializes Plainfield Township's stance on opposing a favorable vote on the Wireless

Infrastructure Development Bill. The members of the Board expressed concern with this bill and noted that retaining the control of where cell towers are placed within the Township is essential.

**ACTION: Motion was made by Glenn Borger and seconded by Chairman, Randy Heard, to approve Resolution No. 2018-08 as presented and authorize forwarding said Resolution to PSATS and local legislators. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* Motion approved. Vote 4-0.**

11. Resolution No. 2018-09: Lehigh Valley Greenways Mini-Grant Application- Official Map and Ordinance Adoption Project:

Township Manager, Tom Petrucci, stated that this project will help with identifying areas of open space within the Township in order to protect areas that are of high priority.

**ACTION: Motion was made by Chairman, Randy Heard, and seconded by Glenn Borger to authorize the Resolution No. 2018-09 in regards to Lehigh Valley Greenways Mini-Grant Application for the Official Map and Ordinance Adoption Project. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* Motion approved. Vote 4-0.**

12. Resolution No. 2018-10- Appointment of Township Manager as Deputy Emergency Management Coordinator (EMC):

This Resolution will be to appoint Township Manager, Tom Petrucci, as Deputy Emergency Management Coordinator (EMC). This Resolution will also be given to Northampton County for notification. Mr. Petrucci will have one year to satisfy all requirements for certification. Much of the work can be completed online.

**ACTION: Motion was made by Glenn Borger and seconded by Chairman, Randy Heard, to authorize Resolution No. 2018-10 which appoints Township Manager, Tom Petrucci, as Deputy Emergency Management Coordinator for Plainfield Township. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* Motion approved. Vote 4-0.**

13. Resolution No. 2018-11- 2018 Schedule of Fees Amendment #1:

Currently for all Building Code permits, the Township does not require deposits at the time of submission. There have been many instances where residents would come in and submit an application which required a building permit, it was reviewed and approved with a permit, and the applicant never came into the office to pick it up with the full payment. Therefore, we will now require a \$50.00 deposit for all residential building

permit applications and a \$120.00 deposit for all commercial building permit application submissions.

**ACTION: Motion was made by Glenn Borger and seconded by Jane Mellert to authorize Resolution No. 2018-11 which alters the 2018 Schedule of Fees in order to add the corresponding deposits for all future building permit applications. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* Motion approved. Vote 4-0.**

14. Approval to Advertise- Contemporary Uses Ordinance Zoning Ordinance Amendment-DRAFT:

The Planning Commission has discussed the draft Contemporary Use Ordinance over a series of meetings. Township Manager, Tom Petrucci, has fine-tuned the draft based on their recommendations in order to have the Board of Supervisors review the ordinance. Mr. Petrucci noted that this ordinance is very comprehensive which establishes adaptive reuse of an existing structure, bed and breakfast, brew pub, distillery, microdistillery, microbrewery, short-term residential rental(s), winery and limited winery, public special event use accessory to a brewery, brew pub, distillery, microdistillery, microbrewery, short-term residential rental(s), and no-impact home-based business uses in certain zoning districts of Plainfield Township.

Board of Supervisors member, Jane Mellert, expressed the sentiment that it may be prudent to have less restrictions on the areas allotted for sales of goods and other items at bed and breakfast uses. Ms. Mellert noted that residents should have the option of having a larger area that can be utilized for both indoor and outdoor sales with a maximum of 30% coverage. Mr. Petrucci will look further into changing this aspect of the ordinance. This matter will be addressed at the next Board of Supervisors meeting.

15. 2017 Local Share Account Monroe County Gaming Grant Award- Utility Task Vehicle- \$25,030.19 Grant Request Approved; Authorization for Chairman of Board of Supervisors and Township Manager to execute Grant Contract Number C000067213:

Plainfield Township will be executing a contract with the Commonwealth Financing Authority for the purchase of a utility task vehicle in the amount of \$25,030.19. The Slate Belt Regional Police will be using this task vehicle on the trails located within the Township and will need to execute a Vehicle Use Agreement with the Township. This vehicle will also be shared with the COG members when needed for emergencies.

**ACTION: Motion was made by Chairman, Randy Heard, and seconded by Glenn Borger to authorize Grant Contract Number C000067213 in reference to the purchase of a Utility Task Vehicle in the amount of \$25,030.19. The Township Manager and Board Chairman are authorized to sign the Contract. *Prior to the vote,***

*Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 4-0.*

16. Wind Gap Municipal Authority- Sewer Grant Support Letter:

Township Manager, Tom Petrucci, noted that the Wind Gap Municipal and Sewer Authority is applying for a Small Sewer Grant to replace the rest of the Roosevelt Street sewer line. The Wind Gap Authority has requested a letter of support from the Plainfield Township Board of Supervisors. The total project cost that they are applying for is an amount in excess of \$387,000.00.

**ACTION: Motion was made by Glenn Borger and seconded by Jane Mellert to send a letter to Wind Gap Borough in support of the Small Sewer Grant. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 4-0.***

**ROAD REPORT, PLANNING AND ZONING REPORT, RECREATION BOARD AND FIRE COMPANY AND AMBULANCE REPORTS:**

1. Planning and Zoning Report- January, 2018
2. Road Department Report- January, 2018
3. Fire Company and Ambulance Report- January, 2018
4. Recreation Board (none due to lack of a quorum)

**ACTION: Motion was made by Chairman, Randy Heard, and seconded by Glenn Borger to approve the January, 2018 reports as listed and presented. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 4-0.***

**SLATE BELT REGIONAL POLICE DEPARTMENT:**

1. Calls for Service Report and Minutes- January, 2018

**ACTION: Motion was made by Chairman, Randy Heard, and seconded by Glenn Borger to approve the January, 2018 reports as listed and presented. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 4-0.***

**CITIZEN'S AGENDA/NON-AGENDA:**

1. ***Kevin Phillips-*** Mr. Phillips stated concerns about the retail space currently being proposed for the new Contemporary Use Ordinance. He stated that he does not agree with the fact that the Ordinance would designate a winery use and a separate retail sales use.

Township Manager, Tom Petrucci, stated that he will look into the ordinance further to address his concerns.

**BOARD OF SUPERVISORS REPORTS:**

1. *Glenn Borger, Vice Chairman*- No Report
2. *Joyce Lambert*- No Report
3. *Jane Mellert*- Ms. Mellert reported that the police held a basketball game with the Harlem Rockets and it was a very good turnout. Ms. Mellert added that all proceeds will be going to the D.A.R.E program for the Pen Argyl Area School District.
4. *Stephen Hurni*- Not in attendance
5. *Randy Heard, Chairman*- Mr. Heard noted that the Trust Fund is doing very well and has reached 12 million dollars. Mr. Heard noted about future taxes and how to make things more attractive within Plainfield Township for potential residents.

**SOLICITOR'S REPORT- DAVID BACKENSTOE, ESQUIRE:**

1. Intermunicipal Agreement for Sewer Service- Pen Argyl Borough:

Attorney Backenstoe noted that Pen Argyl has a few of non-compliant residents that are not connected into the municipal sewer system as required. Ultimately, Plainfield Township has the legal authority with respect to enforcing this issue. Attorney Backenstoe noted that the Board of Supervisors should amend the current Sewer Connection Ordinance which currently only lists Wind Gap Borough and to include Pen Argyl Borough within the ordinance to alleviate the current issue. It is also necessary to draft an Intermunicipal Agreement which would cover all Pen Argyl connections located within Plainfield Township.

**ACTION: Motion was made by Glenn Borger and seconded by Chairman, Randy Heard, to draft an amendment to the Sewer Connection Ordinance in order to ensure that Pen Argyl Borough mandatory connections are able to enforced by Plainfield Township. Additionally, the motion included authorizing a draft Intermunicipal Agreement to be developed between Solicitor Backenstoe and the legal counsel of the Authority. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 4-0.**

**ADJOURNMENT:**

Having no further business to come before the Board of Supervisors, motion was made by Glenn Borger and seconded by Joyce Lambert to adjourn the meeting. Motion approved. Vote 4-0.

The meeting adjourned at 8:50 P.M.

Respectfully submitted,

Thomas Petrucci, Township Manager/Secretary  
Plainfield Township  
Board of Supervisors

*These minutes were prepared with the assistance of the Administrative Assistant of the Township, Paige Gerstenberg, under the direction of the Township Manager/Secretary.*