

**PLAINFIELD TOWNSHIP REORGANIZATION MEETING**  
**MINUTES**



**JANUARY 2, 2018 – 5:30PM**

*Plainfield Township Municipal Building, 6292 Sullivan Trail, Nazareth, PA 18064*

Presiding Chairman Randy Heard called the meeting to order at 5:30 P.M

The Pledge of Allegiance was performed.

**ROLL CALL:**

The following Supervisors answered roll call: Randy Heard, Glenn Borger, Jane Mellert, Joyce Lambert, and Stephen Hurni.

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

**NOMINATION AND ELECTION OF TEMPORARY CHAIRMAN**

**ACTION:** Motion was made by Stephen Hurni and seconded by Jane Mellert to appoint Solicitor David Backenstoe as the Temporary Chairman of the Board of Supervisors for the purpose of reorganization only. Solicitor Backenstoe proceeded with the Temporary Chairman's Agenda.

**TEMPORARY CHAIRMAN'S AGENDA- NOMINATION AND ELECTION OF CHAIRMAN AND ASSUMPTION OF CHAIR:**

**ACTION:** Motion was made by Stephen Hurni and seconded by Joyce Lambert to select Randy Heard as the Chairman of the Board of Supervisors for 2018. *Prior to the vote, Solicitor David Backenstoe, asked if there were any comments from the*

*governing body or the public.* The motion was approved. Vote 4-0-1, with Mr. Heard abstaining.

***(THE 2018 CHAIRMAN, RANDY HEARD, WAS SEATED)***

**NOMINATION AND ELECTION OF VICE CHAIRMAN:**

**ACTION:** Motion was made by Randy Heard and seconded by Stephen Hurni to nominate and elect Glenn Borger as the Vice Chairman of the Board of Supervisors for 2018. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.

**TOWNSHIP ADMINISTRATIVE POSITIONS (APPOINTED ANNUALLY):**

1. Appointment of Township Manager/Secretary – Thomas Petrucci

**ACTION:** Motion was made by Randy Heard and seconded by Stephen Hurni to appoint Thomas Petrucci as the Township Manager/Secretary for 2018. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.

2. Appointment of Township Treasurer – Katelyn Kopach

**ACTION:** Motion was made by Stephen Hurni and seconded by Joyce Lambert to appoint Katelyn Kopach as the Township Treasurer for 2018. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 4-0-1, with Randy Heard abstaining.

3. Appointment of Administrative Assistant – Paige Gerstenberg

**ACTION:** Motion was made by Randy Heard and seconded by Stephen Hurni to appoint Paige Gerstenberg as the Township Administrative Assistant for 2018. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.

Township Manager Petrucci indicated that the Board had not previously taken formal action to make Paige Gerstenberg full-time.

**ACTION:** Motion was made by Stephen Hurni and seconded by Joyce Lambert to approve making the Administrative Assistant position a full-time position with an effective date of January 1, 2018. The position will have a probationary period of ninety (90) days. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.

**TOWNSHIP SOLICITOR (APPOINTED ANNUALLY):**

1. Appointment of Solicitor and Fees – David M. Backenstoe, Esquire

**ACTION:** Motion was made by Randy Heard and seconded by Jane Mellert to appoint David M. Backenstoe, Esquire, as the Township Solicitor for 2018 at the rate of \$120.00 per hour pursuant to the letter provided by Mr. Backenstoe dated December 8, 2017. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.

**TOWNSHIP LABOR ATTORNEY (APPOINTED ANNUALLY):**

1. Appointment of Labor Attorney and Fees – Neil Morris, Esquire

**ACTION:** Motion was made by Stephen Hurni and seconded by Glenn Borger to appoint Neil Morris, Esquire, as the Township Labor Attorney for 2018 at the rate of \$315.00 per hour pursuant to the letter provided by Mr. Morris dated November 17, 2017. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.

**TOWNSHIP ENVIRONMENTAL LEGAL COUNSEL (APPOINTED ANNUALLY):**

1. Appointment of Environmental Legal Counsel and Fees

**ACTION:** Motion was made by Joyce Lambert and seconded by Glenn Borger to appoint John Embick, Esquire as Township Environmental Legal Counsel for 2018 at the rate of \$120.00 per hour pursuant to the letter provided by Mr. Embick dated December 18, 2017. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.

**TOWNSHIP ENGINEER (APPOINTED ANNUALLY):**

1. Appointment of Township Engineer and Fees – Ott Consulting Inc. (Michael Kukles, P.E.)

**ACTION:** Motion was made by Stephen Hurni and seconded by Glenn Borger to appoint Ott Consulting, Inc. (Michael Kukles, P.E. representing) as the Township Engineer for 2018 pursuant to the 2018 Fee Schedule, as provided. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.

**TOWNSHIP ENGINEER (ALTERNATES) (APPOINTED ANNUALLY):**

1. Appointment of Alternate Township Engineer and Fees for Janson Woods Subdivision – Keystone Consulting Engineers, Inc. (Kevin Harwick, P.L.S.)

**ACTION:** Motion was made by Randy Heard and seconded by Stephen Hurni to appoint Keystone Consulting, Inc. (Kevin Harwick, P.L.S representing), as the Alternate Township Engineer for 2018 for the Janson Woods Subdivision pursuant to the 2018 Municipal Professional Fee Schedule, as provided. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.

2. Appointment of Alternate Township Engineer and Fees for Synagro Technologies, Inc. – Hanover Engineering Associates, Inc. (Farley Fry, P.E. and Robert Lynn, P.E.)

**ACTION:** Motion was made by Glenn Borger and seconded by Jane Mellert to appoint Hanover Engineering Associates, Inc. (Farley Fry, P.E. and Robert Lynn, P.E. representing), as the Alternate Township Engineer for 2018 for the Synagro Technologies, Inc. matter pursuant to the 2018 Municipal Professional Fee Schedule, as provided. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 4-0-1, with Mr. Hurni abstaining.

**SPECIAL ENVIRONMENTAL ENGINEERING CONSULTANT (APPOINTED ANNUALLY):**

1. Appointment of Special Environmental Engineering Consultant- Michael Brunamonti, P.E.,- BCM Engineers

**ACTION:** Motion was made by Glenn Borger and seconded by Randy Heard to appoint Michael Brunamonti, P.E., (BCM Engineers) as the Township Special Environmental Engineering Consultant for 2018 at the rate of \$97.00 per hour, plus expenses. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.*

Stephen Hurni asked if this was a specific appointment for the review of Synagro Technologies, Inc. applications, and the response was that it was indeed such an appointment.

**The motion was approved. Vote 4-0-1, with Mr. Hurni abstaining.**

**LANDFILL INSPECTOR AND FEES (APPOINTED ANNUALLY):**

1. Primary – Christopher Taylor (Hanover Engineering Associates, Inc.)

**ACTION:** Motion was made by Glenn Borger and seconded by Randy Heard to appoint Christopher Taylor (Hanover Engineering Associates, Inc.), as the Primary Landfill Inspector for 2018 pursuant to the 2018 Fee Schedule, as provided. *Prior to*

*the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. The motion was approved. Vote 5-0.*

2. Alternate – Jacob Schray (Hanover Engineering Associates, Inc.)  
Rates set pursuant to 2018 Fee Schedule, as provided

**ACTION:** Motion was made by Glenn Borger and seconded by Randy Heard to appoint Jacob Schray (Hanover Engineering Associates, Inc.), as the Alternate Landfill Inspector for 2018 pursuant to the 2018 Fee Schedule, as provided. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. The motion was approved. Vote 5-0.*

**WETLANDS/ENVIRONMENTAL CONSULTANT (APPOINTED ANNUALLY):**

1. Wetlands/Environmental Consultant – Hanover Engineering Associates, Inc. – Jason E. Smith, P.W.S.

**ACTION:** Motion was made by Glenn Borger and seconded by Randy Heard to appoint Jason E, Smith, P.W.S. (Hanover Engineering Associates, Inc.), as the Wetlands/Environmental Consultant for 2018 pursuant to the 2018 Fee Schedule, as provided, and a letter provided by Mr. Smith dated November 17, 2017. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. The motion was approved. Vote 5-0.*

**ZONING HEARING BOARD (FIVE YEAR TERM):**

1. Appointment of Zoning Hearing Board Member (Full Term)

**ACTION:** Motion was made by Randy Heard and seconded by Glenn Borger to appoint Geoffrey Worthington, Esquire to a five (5) year term as a member of the Zoning Hearing Board. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. The motion was approved. Vote 5-0.*

2. Appointment of Zoning Hearing Board Member (Term Expiring 1/1/2019)

**ACTION:** Motion was made by Glenn Borger and seconded by Jane Mellert to appoint John Santo as a member of the Zoning Hearing Board to finish the remainder of the term vacated by Mr. David Wilson and expiring 1/1/2019. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. The motion was approved. Vote 5-0.*

The Zoning Hearing Board Alternate positions (2) are vacant and will be advertised by the Township Manager along with other identified vacancies.

**ZONING OFFICER (APPOINTED ANNUALLY):**

1. Appointment of Zoning Officer – John Lezoche (KeyCodes Inspection Agency)

**ACTION:** Motion was made by Glenn Borger and seconded by Joyce Lambert to appoint John Lezoche as the Zoning Officer for 2018 pursuant to the 2018 Fee Schedule as follows: \$51.00 per hour for normal working hours between 7:00AM and 5:00PM; \$71.40 per hour after 5:00PM for attendance at Planning Commission meetings and Zoning Hearings. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.

**ALTERNATE ZONING OFFICER (APPOINTED ANNUALLY):**

1. Appointment of Alternate Zoning Officer – Thomas Petrucci

**ACTION:** Motion was made by Randy Heard and seconded by Stephen Hurni to appoint Thomas Petrucci as the Alternate Zoning Office for 2018. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.

**BUILDING CODE OFFICIAL/INSPECTOR (APPOINTED ANNUALLY):**

1. Appointment of Building Code Official/Inspector – KeyCodes Inspection Agency (Rates pursuant to 2018 Fee Schedule, which includes the 5% administrative charges as set forth within the Fee Schedule)

**ACTION:** Motion was made by Glenn Borger and seconded by Stephen Hurni to appoint KeyCodes Inspection Agency as the Building Code Official/Inspector for 2018 pursuant to the 2018 Fee Schedule, which includes the 5% administrative charges as set forth within the Fee Schedule, as provided. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.*

Prior to the vote, Jane Mellert questioned the viability of the amount of fees that are charged by the Building Code Official- noting that the recent warehouse application had a lump sum bill on an invoice in the amount of \$40,000.00. Township Manager Petrucci explained that the fees are based on the square footage and that the fee for the warehouse inspections in total were approximately \$60,000.00 in total.

**The motion was approved. Vote 5-0.**

**ZONING HEARING BOARD SOLICITOR RATE:**

1. Zoning Hearing Board Solicitor and Fees – James Zulick, Esquire

Prior to any vote, Township Manager Petrucci and Solicitor Backenstoe confirmed that the Zoning Hearing Board itself appoints its own Solicitor, and that the Board of Supervisors sets the rate for the Solicitor only.

**ACTION: Motion was made by Glenn Borger and seconded by Stephen Hurni to set the rate of the Zoning Hearing Board Solicitor for 2018 at \$120.00 per hour. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.**

**PLANNING COMMISSION (FOUR YEAR TERM):**

1. Appointment of Planning Commission Members

**ACTION: Motion was made by Glenn Borger and seconded by Randy Heard to appoint Terry Kleintop and Paul Levits to four year terms each as members of the Planning Commission. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 4-0-1, with Stephen Hurni abstaining.**

**PLANNING COMMISSION SECRETARY (APPOINTED ANNUALLY):**

1. Appointment of Planning Commission Secretary

**ACTION: Motion was made by Randy Heard and seconded by Stephen Hurni to appoint Paige Gerstenberg as the Planning Commission Secretary for 2018. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.**

**PLANNING COMMISSION SECRETARY RATE:**

1. Planning Commission Secretary Rate- Paige Gerstenberg

**ACTION: Motion was made by Randy Heard and seconded by Glenn Borger to set the rate of the Planning Commission Secretary for 2018 at the current Administrative Assistant (Paige Gerstenberg) hourly rate, which is \$15.00. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.***

Prior to the vote, Jane Mellert asked if the hourly rate will be reevaluated by the Board of Supervisors at a later date, and Township Manager Petrucci that the Board will have to reevaluate the Administrative Assistant rate after the completion of the ninety (90) day probationary period of the Administrative Assistant.

**The motion was approved. Vote 5-0.**

**RECREATION BOARD (FIVE YEAR TERM):**

1. Appointment of Recreation Board Member(s)

No action was taken by the Board. No letters of interest were submitted to the Township with respect to the Recreation Board. There are currently three (3) open positions on the Recreation Board; the Township Manager will include the Recreation Board vacancies within an upcoming advertisement.

**VACANCY BOARD CHAIRMAN: (ONE YEAR TERM):**

1. Appointment of Vacancy Board Chairman

**ACTION: Motion was made by Randy Heard and seconded by Stephen Hurni to appoint Mr. Joseph Hull to a one (1) year term as the Chairman of the Vacancy Board. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. The motion was approved. Vote 5-0.**

**PSATS STATE CONVENTION/COUNTY CONVENTION:**

1. Authorization for the Board of Supervisors (up to 5) and Township Manager to attend the 2018 PSATS' Annual Education Conference April 22-25, 2018 State Convention; authorizing the reimbursement of expenses in accordance with Section 1401 of the Second Class Township Code of those officials attending the State Convention

**ACTION: Motion was made by Randy Heard and seconded by Glenn Borger to authorize the Board of Supervisors (up to 5) and the Township Manager to attend the 2018 PSATS' Annual Education Conference April 22-25, 2018 State Convention; to authorize the reimbursement of expenses in accordance with Section 1401 of the Second Class Township Code of those officials attending the State Convention. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. The motion was approved. Vote 5-0.**

2. Appointment of Voting Delegate to the 2018 PSATS' Annual Education Conference April 22-25, 2018 State Convention

**ACTION: Motion was made by Stephen Hurni and seconded by Randy Heard to appoint Jane Mellert as the Voting Delegate representing Plainfield Township at the 2018 PSATS' Annual Education Conference April 22-25, 2018 State Convention. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. The motion was approved. Vote 4-0-1, with Jane Mellert abstaining.**



3. Authorization for the Board of Supervisors (up to 5) and Township Manager to attend the 2018 County Convention; authorizing the reimbursement of expenses of those officials attending the County Convention

**ACTION: Motion was made by Stephen Hurni and seconded by Glenn Borger to authorize the Board of Supervisors (up to 5) and Township Manager to attend the 2018 County Convention; to authorize the reimbursement of expenses of those officials attending the County Convention. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.**

4. Authorization for the Township Manager to attend the 2018 International City/County Management (ICMA) Annual Conference- September 23-26, 2018; authorizing the reimbursement of expenses of Township Manager attending the ICMA Annual Conference (2018 Budget Line Item 401.46)

**ACTION: Motion was made by Stephen Hurni and seconded by Randy Heard to authorize the Township Manager to attend the 2018 International City/County Management (ICMA) Annual Conference- September 23-26, 2018; authorizing the reimbursement of expenses of Township Manager attending the ICMA Annual Conference. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.**

#### **TAX COLLECTOR:**

1. EIT TAX COLLECTOR (PURSUANT TO ACT 32) – Keystone Collections Group – Contracted by the Northampton County Tax Collection Committee
2. Northampton County Tax Collection Committee Delegate and Alternate
3. Local Service Tax Collector – Keystone Collections Group (Contracted by the Board of Supervisors)
4. Act 511 Per Capita Tax Collector – annual at will – Susan Lieberman
5. Realty Transfer Tax Collector – annual at will – Recorder of Deeds Office of Northampton County
6. Delinquent Per Capita Tax and Local Services Tax Collector – annual at will – H.A. Berkheimer, Inc.
7. Waste Disposal Business Privilege Tax Collector – annual at will – (Treasurer)

**ACTION: Motion was made by Randy Heard and seconded by Glenn Borger to appoint Thomas Petrucci at the Delegate for 2018 to the Northampton County Tax Collection Committee and Katelyn Kopach as the Alternate. The motion also**

affirmed all Tax Collectors as listed above (items 1-7). *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.

**ENVIRONMENTAL ADVISORY COUNCIL MEMBERS (THREE YEAR TERM):**

1. Appointment of Environmental Advisory Council Members (2 Full Terms)

**ACTION:** Motion was made by Glenn Borger and seconded by Randy Heard to appoint Jane Mellert and Robin Dingle to three year terms as members of the Environmental Advisory Council. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 4-0-1, with Jane Mellert abstaining.

**ENVIRONMENTAL ADVISORY COUNCIL SECRETARY (APPOINTED ANNUALLY):**

1. Appointment of Environmental Advisory Council Secretary – Jane Mellert

**ACTION:** Motion was made by Randy Heard and seconded by Stephen Hurni to appoint Jane Mellert as the Environmental Advisory Council Secretary for 2018. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 4-0-1, with Jane Mellert abstaining.

**EAC SECRETARY’S RATE:**

1. The EAC Secretary’s rate will be set by the Elected Auditors during their reorganization meeting scheduled for January 3, 2018 at 8:00 A.M.

**APPOINTMENT AND SWEARING IN OF SPECIAL FIRE POLICE:**

No members of the Fire Police were in attendance at the meeting.

**INFORMATION TECHNOLOGY (IT) SERVICES PROVIDER RENEWAL OF CONTRACT (2018 CALENDAR FISCAL YEAR):**

1. Approval of 2018 IT Services Provider Contract (no change in rates from 2017)- Valley Networks

**ACTION:** Motion was made by Glenn Borger and seconded by Randy Heard to approve the 2018 IT Services Provider Contract with Valley Networks for 2018. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.

**JANITORIAL SERVICES PROVIDER RENEWAL OF CONTRACT (2018 CALENDAR/FISCAL YEAR):**

1. Approval of 2018 Janitorial Services Provider Contract- Vanguard Cleaning Systems

**ACTION:** Motion was made by Randy Heard and seconded by Glenn Borger to approve the 2018 Janitorial Services Provider Contract with Vanguard Cleaning Systems for 2018. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.*

It was stated by Township Manager Petrucci that the monthly price of \$180.00 per month is economical.

**The motion was approved. Vote 5-0**

**MISCELLANEOUS TOWNSHIP OFFICIALS (APPOINTED ANNUALLY):**

1. Subdivision Administrator – Thomas Petrucci

**ACTION:** Motion was made by Randy Heard and seconded by Glenn Borger to appoint Thomas Petrucci at the Subdivision Administrator for 2018. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.

2. Refuse Fee Collector – Katelyn Kopach

**ACTION:** Motion was made by Randy Heard and seconded by Glenn Borger to appoint Katelyn Kopach as the Refuse Fee Collector for 2018. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.

3. Right-to-Know/Open Records Officer- Thomas Petrucci

**ACTION:** Motion was made by Randy Heard and seconded by Glenn Borger to appoint Thomas Petrucci as the Right-to-Know/Open Records Officer for 2018. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.

4. Junkyard Administrator – John Lezoche, Zoning Officer

**ACTION:** Motion was made by Randy Heard and seconded by Glenn Borger to appoint John Lezoche as the Junkyard Administrator for 2018. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.

5. Floodplain Administrator – John Lezoche, Zoning Officer

**ACTION: Motion was made by Randy Heard and seconded by Glenn Borger to appoint John Lezoche as the Floodplain Administrator for 2018. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.**

6. Code Enforcement Officers
  - a) Plainfield Township Unsafe Structure Ordinance- Township Manager and Zoning Officer;
  - b) Plainfield Township Burning Ordinance- The Fire Chief of the Plainfield Township Volunteer Fire Company, any member of the Slate Belt Regional Police Department, the Plainfield Township Manager, Plainfield Township Zoning Officer;
  - c) Plainfield Township Noxious Weed Ordinance- Township Manager and Zoning Officer;
  - d) Municipal Solid Waste and Recycling Ordinance of Plainfield Township- Township Manager and Zoning Officer;
  - e) Uniform Construction Code- Appointed Building Code Official/Municipal Code Official

**ACTION: Motion was made by Randy Heard and seconded by Glenn Borger to appoint the Township Manager and Zoning Officer as the Code Enforcement Officers for 2018 for the above listed Ordinances (items a-d); to appoint the currently appointed Building Code Official/Municipal Code Official as the Code Enforcement Officer of the Uniform Construction Code (item e). *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.**

7. Road Foreman - Larry Sapone (pursuant to Collective Bargaining Agreement effective 01/01/2015 through 12/31/2018)

**ACTION: Motion was made by Randy Heard and seconded by Stephen Hurni to appoint Larry Sapone as the Road Foreman for 2018 pursuant to the requirements of the Collective Bargaining Agreement effective 01/01/2015 through 12/31/2018. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.**

8. Sewage Enforcement Officer and Fee Schedule – Daniel Mantz, Ott Consulting, Inc. (SEO #03919)

**ACTION: Motion was made by Randy Heard and seconded by Stephen Hurni to appoint Daniel Mantz, Ott Consulting, Inc. (SEO #03919) as the Sewage Enforcement Officer for 2018 pursuant to the 2018 Fee Schedule as provided. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.**

9. Alternate Sewage Enforcement Officers and Fee Schedule – Jeff Ott, Ott Consulting Inc (SEO #03381); Steve Sell, Ott Consulting Inc. (SEO #03842)

Christopher Taylor, Hanover Engineering, Inc. (SEO# 03134); Scott J. Brown, Hanover Engineering, Inc. (SEO #01716)

**ACTION:** Motion was made by Randy Heard and seconded by Stephen Hurni to appoint Jeff Ott, Ott Consulting Inc. (SEO #03381), Steve Sell, Ott Consulting Inc. (SEO #03842), Christopher Taylor, Hanover Engineering, Inc. (SEO# 03134), and Scott J. Brown, Hanover Engineering, Inc. (SEO #01716) as the Alternate Sewage Enforcement Officers for 2018 pursuant to the 2018 Fee Schedules as provided. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. The motion was approved. Vote 5-0.*

10. Chief Administrator for Plainfield Township Police Pension Plan and Plainfield Township Non-Uniform Pension Plans – (Treasurer)

**ACTION:** Motion was made by Randy Heard and seconded by Stephen Hurni to appoint the Treasurer as the Chief Administrator of the Plainfield Township Non-Uniform Pension Plan. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. The motion was approved. Vote 5-0.*

#### **BONDS:**

1. Establishing the amount of the Township Treasurer's Bond (\$2,000,000.00)

**ACTION:** Motion was made by Randy Heard and seconded by Stephen Hurni to set the Township Treasurer's Bond at \$2,000,000.00 for 2018 (an increase of \$1,500,000.00 from the Treasurer's Bond amount of \$500,000.00). *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.*

Township Manager Petrucci reported that an increase to the Treasurer's Bond was verbally recommended by the appointed CPA firm auditors.

**The motion was approved. Vote 5-0.**

2. Establishing the amount of the Township Manager's Bond (\$500,000.00)

**ACTION:** Motion was made by Randy Heard and seconded by Stephen Hurni to set the Township Manager's Bond at \$500,000.00 for 2018. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. The motion was approved. Vote 5-0.*

## **ASSOCIATION REPRESENTATIVES (APPOINTED ANNUALLY):**

1. Slate Belt Council of Governments – Delegate & Alternate

**ACTION: Motion was made by Randy Heard and seconded by Glenn Borger to appoint Stephen Hurni as the Delegate to the Slate Belt Council of Governments and Jane Mellert as the Alternate Delegate. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. The motion was approved. Vote 4-0-1, with Jane Mellert abstaining.***

## **AUDITORS: (ELECTED POSITIONS)**

1. VACANT
2. Barry Portz – 01/01/2020
3. Kevin Phillips – 01/01/2022

The Township Manager reported that the Township will need to appoint someone to the vacant Elected Auditor position in accordance with the Second Class Township Code requirements (Section 407). The appointment should be made within thirty (30) days from the date of the vacancy; otherwise, the decision kicks over to the Vacancy Board. If the Vacancy Board fails to appoint someone, then the decision kicks over to the Court of Common Pleas

## **TAXES:**

**The following tax rates are in effect for 2018:**

1. Real Estate Tax – 6.5 Mills (**Rate set and adopted in December via Resolution**)
2. Act 511 Taxes – keep the same
3. Per Capita Tax -- \$5.00
4. Local Services Tax -- \$52.00
5. Earned Income Tax – 1.60% (Resident) (Set by Ordinance December 26, 2007)
6. Earned Income Tax – 1.00% (Non-Resident)
7. Waste Disposal Business Privilege Tax – \$ .45 per ton (Trust Fund)
8. Host Municipal Fee -- \$1.00 per ton (General Fund) – Merchant’s Bank
9. Retro Fee -- \$1.65 per ton (Special Account) Merchant’s Bank

## **MEETING SCHEDULES:**

1. Board of Supervisor’s Meetings to be the second Wednesday – 7:00pm to 10:30pm and Workshop Meetings, if necessary, the fourth Thursday from 7:00pm to 9:00pm (with the exception of Thursday, November 22, 2018) at the Plainfield Township Municipal Building, 6292 Sullivan Trail, Nazareth, PA 18064

2. Required Advertisement of Board of Supervisors Meetings and Scheduled Meetings of Appointed Boards/Committees/Commissions for 2018

**ACTION:** Motion was made by Jane Mellert and seconded by Randy Heard to confirm the meeting dates pursuant to the schedule provided to the Board of Supervisors and the advertisement of the specified dates/times (already advertised in the December 11, 2017 issue of the *Express-Times*. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.

**DATES OF TOWNSHIP WIDE SPECIAL EVENTS ESTABLISHED BY BOARD:**

1. 2018 Community Wide Yard Sale- July 6, 7 and 8, 2018 (Rain or Shine)

**ACTION:** Motion was made by Randy Heard and seconded by Stephen Hurni to establish the dates of the Community Wide Yard Sale for 2018 as July 6, 7, and 8, 2018 (rain or shine). *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.

2. Trick or Treat Night- Wednesday, October 31, 2018 (6:00pm- 8:00pm) (Rain or Shine)

**ACTION:** Motion was made by Randy Heard and seconded by Stephen Hurni to establish the date/time for Trick or Treat Night for 2018 as Wednesday, October 31, 2018 from 6:00PM to 8:00PM. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 4-1, with Jane Mellert voting no.

**CONFIRMATION OF PAID HOLIDAYS (NON-UNION PERSONNEL) AS PER ADOPTED PERSONNEL MANUAL:**

**ACTION:** Motion was made by Randy Heard and seconded by Jane Mellert to confirm the following dates as paid holidays for Non-Union Personnel pursuant to the adopted Personnel Manual:

New Year's Day- January 1, 2018  
Presidents' Day- February 19, 2018  
Good Friday- March 30, 2018  
Memorial Day- May 28, 2018  
Independence Day- July 4, 2018  
Labor Day- September 3, 2018  
Thanksgiving Day- November 22, 2018  
Day After Thanksgiving- November 23, 2018  
Christmas Day- December 25, 2018

*Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.*

The Plainfield Township Office will be closed on December 24, 2018 (Christmas Eve); however, employees must use their own accrued/available Vacation, Personal, or Paid Time Off (PTO) time in order to be paid for this day.

The Road Department paid holidays are set pursuant to the 2015 through 2018 Collective Bargaining Agreement (CBA).

The motion was approved. Vote 5-0.

**SALARIES:**

1. Road Crew – pursuant to the 2015 through 2018 Collective Bargaining Agreement (CBA)

**ACTION:** Motion was made by Randy Heard and seconded by Stephen Hurni to set the following hourly rates for the Road Department Laborers for 2018 pursuant to the 3.0% increase as provided for within the 2015 through 2018 Collective Bargaining Agreement (CBA):

Fred Werner- \$24.06  
Jim Ackerman- \$23.36  
Ryan Hester- \$19.57

*Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. The motion was approved. Vote 5-0.*

2. Road Foreman – pursuant to the 2015 through 2018 Collective Bargaining Agreement (CBA)

**ACTION:** Motion was made by Randy Heard and seconded by Stephen Hurni to set the hourly rate for the Road Foreman, Larry Sapone, at \$27.52 for 2018 pursuant to the 3.0% increase on base wages and the additional \$1.25 received per hour for the Road Foreman as provided for within the 2015 through 2018 Collective Bargaining Agreement (CBA). *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. The motion was approved. Vote 5-0.*

3. Road Department – Seasonal Snow Removal with CDL

**ACTION:** Motion was made by Randy Heard and seconded by Stephen Hurni to set the Seasonal Snow Removal with CDL employee rate at \$20.00 per hour for 2018.



*Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. The motion was approved. Vote 5-0.*

4. Road Department – Seasonal Snow Removal without CDL

**ACTION: Motion was made by Randy Heard and seconded by Stephen Hurni to set the Seasonal Snow Removal without CDL employee rate at \$15.00 per hour for 2018. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. The motion was approved. Vote 5-0.***

5. Road Department – Seasonal Summer Grass Mowing/Laborers

**ACTION: Motion was made by Randy Heard and seconded by Stephen Hurni to set the Seasonal Summer Grass Mowing/Laborer employee rate at \$14.00 per hour for 2018. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. The motion was approved. Vote 5-0.***

6. Zoning Officer – Pursuant to the 2018 Fee Schedule from KeyCodes Inspection Agency as follows:

**\$51.00 per hour for normal working hours between 7:00AM and 5:00PM; \$71.40 per hour after 5:00PM for attendance at Planning Commission meetings and Zoning Hearings (approved via a previous motion).**

7. Township Manager/Secretary Salary (Exempt)

**The Township Manager/Secretary Salary will be set via Resolution.**

8. Treasurer Hourly Wage Rate (Non-Exempt); Authorization to attend all regular Board of Supervisors meetings, Budget Workshop meetings and other Special meetings as required

**ACTION: Motion was made by Stephen Hurni and seconded by Joyce Lambert to set the hourly rate for the Township Treasurer for 2018 at \$18.39 per hour and to authorize the Township Treasurer to attend all regular Board of Supervisors meetings, Budget Workshop meetings and any Special meetings as required. The position is entitled to overtime as per the Fair Labor Standards Act. The motion was approved. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Vote 4-0-1, with Randy Heard abstaining.***

9. Administrative Assistant Hourly Wage Rate (Non-Exempt); Authorization to attend all regular Board of Supervisors meetings, Budget Workshop meetings, Planning Commission meetings and other Special meetings as required.

**ACTION:** Motion was made by Stephen Hurni and seconded by Randy Heard to set the hourly rate for the Township Administrative Assistant for 2018 at \$15.00 per hour and to authorize the Township Administrative Assistant to attend all regular Board of Supervisors meetings, Budget Workshop meetings and any Special meetings as required. The position is entitled to overtime as per the Fair Labor Standards Act. There is a ninety (90) day probationary period for the position, after the completion of which the hourly rate will be reevaluated by the Board of Supervisors. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.

10. Mileage Allowance for Employees Using Own Vehicles – 2018 mileage rate, as set by the IRS, is \$ .545 (54.5 cents) per mile.

**ACTION:** Motion was made by Glenn Borger and seconded by Stephen Hurni to set the 2018 mileage reimbursement rate for Township Employees using their own vehicles at the 2018 Internal Revenue Service (IRS) rate of \$.545 (54.5 cents) per mile. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.

11. Authorization of Compensation for Zoning Hearing Board Members

12. Authorization of Compensation for Planning Commission Members

**ACTION:** Motion was made by Joyce Lambert to set the compensation of the Zoning Hearing Board members as \$35.00 per hearing. The motion failed due to a lack of a second.

**ACTION:** Motion was made by Randy Heard and seconded by Stephen Hurni to set the 2018 compensation for Zoning Hearing Board and Planning Commission members at \$35.00 per night. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.*

Resident Wanda Gruber asked if the \$35.00 for the Zoning Hearing Board was per hearing or per night. Township Manager Petrucci indicated that he was interpreting the amount as \$35.00 per night. Joyce Lambert indicated that the amount was previously given as \$35.00 per hearing.

**Motion approved. Vote 4-1, with Joyce Lambert voting no.**

Additional discussion took place between the members of the Board concerning this agenda item.

**ACTION:** Motion was made by Randy Heard and seconded by Stephen Hurni to withdraw the motion where the 2018 compensation for Zoning Hearing Board and Planning Commission members was set at \$35.00 per night. The motion was approved. Vote 5-0.

**ACTION: Motion was made by Joyce Lambert and seconded by Glenn Borger to set the 2018 compensation for Zoning Hearing Board and Planning Commission members at \$50.00 per night. The motion was approved. Vote 5-0.**

13. Authorization of Compensation of Planning Commission Secretary (Non-Member of Board of Supervisors only) and to attend all Planning Commission meetings

**ACTION: Motion was made by Randy Heard and seconded by Stephen Hurni to authorize the Planning Commission Secretary to attend all Planning Commission meetings. The motion was approved. Vote 5-0.**

14. Authorization of Compensation of Emergency Management Coordinator

**ACTION: Motion was made by Randy Heard and seconded by Stephen Hurni to set the 2018 compensation for the Emergency Management Coordinator as \$2,400.00 per year. The motion was approved. Vote 5-0.**

#### **SUPERVISOR LIAISON POSITIONS:**

1. Slate Belt Regional Police Commissioners (Delegate and Alternate) (Two or Three Year Terms pursuant to Charter)

**ACTION: Motion was made by Randy Heard and seconded by Glenn Borger to confirm Stephen Hurni as the Delegate Representative of Plainfield Township to the Slate Belt Regional Police Commission for the current term that expires 1/1/2019 and Jane Mellert as the Alternate Representative for the current term that expires 1/1/2019. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. The motion was approved. 5-0.**

2. Road Department Liaison(s)

**ACTION: Motion was made by Randy Heard and seconded by Glenn Borger to appoint Glenn Borger as the Road Department Liaison for 2018. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. The motion was approved. Vote 5-0.**

3. Office Liaison(s)

**ACTION: Motion was made by Randy Heard and seconded by Glenn Borger to appoint Joyce Lambert and Jane Mellert as the Office Liaisons for 2018. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. The motion was approved. Vote 5-0.**

4. Liaison to the Wind Gap Sewer Authority & Pen Argyl Sewer Authority

**ACTION:** Motion was made by Randy Heard and seconded by Glenn Borger to appoint Randy Heard as the Wind Gap Sewer Authority and Pen Argyl Sewer Authority Liaison for 2018. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.

5. Wind Gap Municipal Authority Ad HOC Committee

**ACTION:** Motion was made by Randy Heard and seconded by Glenn Borger to appoint Randy Heard as a member of the Wind Gap Municipal Authority Ad HOC Committee for 2018. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.

6. Farmer's Association Advisory Committee

**ACTION:** Motion was made by Randy Heard and seconded by Glenn Borger to appoint Jane Mellert and Glenn Borger as the Farmer's Association Advisory Committee Plainfield Township representatives for 2018. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.

7. Emergency Services Liaison

**ACTION:** Motion was made by Randy Heard and seconded by Glenn Borger to appoint Randy Heard as the Emergency Services Liaison for 2018. The motion was approved. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* Vote 5-0.

8. Northampton County Association of Township Officials (Delegate and Alternate)

**ACTION:** Motion was made by Randy Heard and seconded by Glenn Borger to appoint Thomas Petrucci as the Delegate to the Northampton County Association of Township Officials and Stephen Hurni as the Alternate Delegate. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.

**MISCELLANEOUS:**

**Ordinance Adoption (required in order to appropriate the required formula for the 2018 Slate Belt Regional Police Department Budget- advertised in 12/20/17 issue of Express-Times**

1. **Ordinance #383 – AN ORDINANCE AMENDING ARTICLE V, SECTION B OF THE SLATE BELT REGIONAL POLICE DEPARTMENT**

**CHARTER AGREEMENT WITH REGARD TO COST SHARING;  
AMENDING THE DEFINITION OF INCIDENT TO PROVIDE THAT IT  
SHOULD BE DETERMINED BY USING THE ACTUAL INCIDENT  
DATA AS COMPILED BY THE CHIEF OF THE SLATE BELT  
REGIONAL POLICE DEPARTMENT; SEVERABILITY; REPEALER;  
EFFECTIVE DATE**

Township Manager Petrucci explained that this Ordinance is required to put the 2018 Slate Belt Regional Police Department Budget into effect. The cost sharing formula revision is for one year only, as agreed to by the Commission member municipalities.

**ACTION: Motion was made by Glenn Borger and seconded by Stephen Hurni to adopt Ordinance #383 as presented. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.**

**Resolutions**

1. ***Resolution #2018-01*** – Resolution Adopting and Setting the 2018 Schedule of Fees for Plainfield Township

**ACTION: Motion was made by Randy Heard and seconded by Stephen Hurni to adopt *Resolution #2018-01* – Resolution Adopting and Setting the 2018 Fees for Plainfield Township as presented. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.**

2. ***Resolution #2018-02*** – Non-Uniform Pension Plan Resolution

**ACTION: Motion was made by Stephen Hurni and seconded by Glenn Borger to adopt *Resolution #2018-02* – Non-Uniform Pension Plan Resolution as presented. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* The motion was approved. Vote 5-0.**

3. ***Resolution #2018-03*** – Appointment of Certified Public Accountant Firm to Conduct the 2017 Fiscal Year Audit of the Accounts of Plainfield Township and the Officers of Plainfield Township; Affixing the Compensation of Certified Public Accountant Firm (Legal Advertisement was published in the November 15, 2017 issue of the *Express-Times*)

**ACTION: Motion was made by Randy Heard and seconded by Joyce Lambert to adopt *Resolution #2018-03* – Appointment of Certified Public Accountant Firm to Conduct the 2017 Fiscal Year Audit of the Accounts of Plainfield Township and the Officers of Plainfield Township as presented; affix the Compensation of Certified Public Accountant Firm at \$8,750.00 for 2018. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.***

Stephen Hurni asked if there were any other auditors evaluated. Township Manager Petrucci stated that the Board has gone out to RFP four years in a row for the Auditor prior to this year, and either the Board wants to incur significantly more costs as a result of the audit or to keep Kirk and Summa, LLP as the appointed auditors.

**The motion was approved. Vote 5-0.**

4. **Resolution #2018-04** – Resolution Designating Depositories for Township Funds

**ACTION: Motion was made by Randy Heard and seconded by Stephen Hurni to adopt Resolution #2018-04 – Resolution Designating Depositories for Township Funds as presented. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.**

Jane Mellert questioned what accounts the Township has with PLGIT. Township Manager Petrucci stated that the only PLGIT account is for the Procurement Card, which only has the amount in it required to pay the monthly balance of the Procurement Card.

**The motion was approved. Vote 5-0.**

5. **Resolution #2018-05** – Township Manager Compensation Resolution (Required by Second Class Township Code)

**ACTION: Motion was made by Randy Heard and seconded by Stephen Hurni to adopt Resolution #2018-05 – Township Manager Compensation Resolution as presented. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. The motion was approved. Vote 5-0.**

**BANK ACCOUNTS:**

**ACTION: Motion was made by Glenn Borger and seconded by Randy Heard to confirm the following Bank Accounts of Plainfield Township:**

1. **General Checking, Payroll Checking, Real Estate Taxes & Environmental Fund – Merchant’s Bank**
2. **General Cash Management – Merchant’s Bank**
3. **Highway Aid Fund – Merchant’s Bank**
4. **Plainfield Refuse Fund – First Northern**
5. **Recreation Fund – Merchant’s Bank**
6. **Police Pension – Ameriprise**
7. **Employee Pension – Uninvest & Ameriprise**
8. **2014 DEP Growing Greener Grant – Merchants Bank**
9. **2013 DEP Growing Greener Plus – Merchants Bank**
10. **ATC Mini-Grant – Merchants Bank**

11. Open Space – Merchant’s Bank
12. Capital Construction – Merchant’s Bank
13. Capital Reserve – Merchant’s Bank
14. Capital Reserve CD’s – ESSA Bank
15. Host Retro – Merchant’s Bank
16. Environmental CD’s – ESSA Bank
17. Open Space CD’s – ESSA Bank
18. Other Escrow Accounts – 136 Jason Terrace, 634 Bangor Road, Adams, Advantage Propane, Chandler Estates, Country Quest, East Penn Auto, Estates at Sullivan Trail, LLC, Estate Living by Countryquest, Eugene Stock Subdivision, Fields Floodplain, Fotopoulos, Gap View Partners, Green Knights (GCS Holding Tank), Green Knight Economic Development Corporation, Hope U.C.C., Jacobsburg Medical Office, Kennel/Dog-Training, Kostenbader and Pipeline Petroleum, Metrotek, Mintbrook Farms/Faust, Nolan Perin West Side Sullivan Trail, NAPER Development, PA American Water, Phase II City West Pen Argyl, R.R. Perin Maintenance Agreement, Recycling Holding Tank, Rich Roy Farms Cell Tower, Rolling Meadows, R. Perin/Sussick, RPM Recycling, Sawmill Golf Course, Strouse, Sullivan Trail Business Center, Synagro Alt. Site, Synagro Sketch Plan, Synagro Technologies, Taco Bell, Triple Net Investments XXIV LP, Vanhorn Holding Tank, William Sparo- Holding Tank, Wind Gap Logistics Center – Merchant’s Bank
19. Business Privilege Tax (BPT) – Morgan Stanley
20. Trust Fund – Morgan Stanley
21. 2014 NC Low Volume Books Hill Grant – Merchants Bank
22. LSA Monroe Multi-Municipal Grant – Merchants Bank

*Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.*

Stephen Hurni asked if anything positive is coming out of the Ameriprise account, and Township Manager stated that he does not foresee the REIT accounts being liquidated any time soon. The funds are illiquid, and the Township (a prior Board) authorized the transaction at the time.

**The motion was approved. Vote 5-0.**

#### **COURTESY OF THE FLOOR**

**Wanda Gruber:** Wanda Gruber thanked the Board of Supervisors for the decisions made in reference to the Zoning Hearing Board.

#### **LEASE AGREEMENT GENERAL DISCUSSION- SBRPC**

Prior to adjournment, the Board of Supervisors discussed the proposed terms of the Lease Agreement with the Slate Belt Regional Police Commission. Stephen Hurni stated that

the terms of other building lease arrangements of several other regional police departments were evaluated by the Commission and the Township. The amount per square foot varied between all of the departments, but so did the terms of the lease. For example, one regional police department had entered into a triple net lease (where they pay for everything). Generally, the Board of Supervisors indicated that they are amenable to accepting the terms as proposed by the Slate Belt Regional Police Commission. This item will be formally placed on the January 10, 2018 regular Board of Supervisors meeting for the consideration of the Board of Supervisors.

#### **ADJOURNMENT**

Having no further business to come before the Board of Supervisors, motion was made by Glenn Borger to adjourn the meeting. The motion was seconded by Randy Heard. The motion was approved. Vote 5-0. The meeting adjourned at 6:34 PM.

Respectfully submitted,

Thomas R. Petrucci  
Township Manager/Secretary