

**PLAINFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
June 13, 2018**

The regular monthly meeting of the Plainfield Township Board of Supervisors was held on Wednesday, July 11, 2018 at the Plainfield Township Municipal Building, 6292 Sullivan Trail, Nazareth, PA 18064.

Vice Chairman, Glenn Borger, called the meeting to order at 6:59 P.M.

The Pledge of Allegiance was performed.

ROLL CALL:

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

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

I. SECRETARY–THOMAS PETRUCCI:

1. Approval of the June 13, 2018 Regular Board of Supervisors Meeting Minutes:

ACTION: Motion was made by Stephen Hurni and seconded by Joyce Lambert to approve the June 13, 2018 Regular Board of Supervisors meeting minutes with corrections as noted. *Prior to the vote, Vice Chairman, Glenn Borger, asked if there were any comments from the governing body or the public.* Motion approved. Vote 4-0.

2. Approval of June 28, 2018 Workshop Board of Supervisors Meeting Minutes:

ACTION: Motion was made by Stephen Hurni and seconded by Joyce Lambert to approve the June 28, 2018 Board of Supervisors Workshop meeting minutes as presented. *Prior to the vote, Vice Chairman, Glenn Borger, asked if there were any comments from the governing body or the public.* Motion approved. Vote 4-0.

3. Recreation Board: Acceptance of the Resignation of Michael Kresch:

Supervisor, Jane Mellert, questioned why Mr. Kresch was resigning from the Recreation Board. Mr. Petrucci stated that he was unaware of any particular reason for his resignation.

ACTION: Motion was made by Stephen Hurni and seconded by Joyce Lambert to accept the resignation of Michael Kresch with regret. *Prior to the vote, Vice Chairman, Glenn Borger, asked if there were any comments from the governing body or the public. Motion approved. Vote 3-1 with Glenn Borger voting no.*

At approximately 7:03 P.M., Chairman, Randy Heard, arrived at the meeting.

4. Consideration of Appointment of Alternate Zoning Hearing Board Member:

Mr. John Hatton wrote in to the Board of Supervisors requesting to take the position of Alternate Zoning Hearing Board Member. Mr. Hatton cited his experience with Mack Trucks. Vice Chairman, Glenn Borger, stated that the gentleman's father used to be on the Zoning Hearing Board and that John used to write up the minutes for those hearings.

Chairman, Randy Heard, made a motion to appoint Mr. John Hatton for the Alternate Zoning Hearing Board Member.

Supervisor, Stephen Hurni, stated that for future positions, he would like to have some type of process to get to know the applicants better. Supervisor, Jane Mellert, noted that once an individual is appointed, the Board of Supervisors always express interest in making some type of process. Resident, Don Moore, stated that he knew a lot about Mr. E.J Kleintop, but does not know Mr. Hatton. The Board stated from that what was supplied on the write-up, there was not much information pertaining to the position that he is requesting.

Chairman, Randy Heard, withdrew his motion.

ACTION: Motion was made by Vice-Chairman, Glenn Borger, and seconded by Stephen Hurni to request a resume from Mr. Hatton and to have Township Manager, Tom Petrucci, meet with Mr. Hatton. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.*

Supervisor, Jane Mellert, added that the usual process for Zoning Hearing Board Alternates is that they eventually move up to a position on the Zoning Hearing Board.

5. PA DEP Sewage Planning Module Approval: Minor Subdivision of Land for George and Marguerite Daransky- 5769 Sullivan Trail:

Township Manager, Tom Petrucci, stated that the Sewage Enforcement Officer for Plainfield Township reviewed the Planning Module for the Minor Subdivision of Land for George and Marguerite Daransky. The Sewage Enforcement Officer, Dan Mantz, recommended to have the Planning Module Plans forwarded to the DEP.

ACTION: Motion was made by Jane Mellert and seconded by Chairman, Randy Heard, to approve the Planning Module for the Minor Subdivision of Land for George and Marguerite Daransky and to have Township Manager, Tom Petrucci, execute the approval for the Planning Module and forward correspondence to the DEP. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

II. TREASURER – KATELYN KOPACH:

1. Approval of the June, 2018 General Fund Disbursements (\$215,618.92):

ACTION: Motion was made by Joyce Lambert and seconded by Chairman, Randy Heard, to approve the June, 2018 General Fund Disbursements (\$215,618.92). Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

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

ACTION: Motion was made by Joyce Lambert and seconded by Stephen Hurni to approve the June, 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 5-0.

3. Real Estate Tax Refund- Voelker (\$32.22):

ACTION: Motion was made by Joyce Lambert and seconded by Stephen Hurni to approve the Real Estate Tax Refund to Voelker in the amount of \$32.22. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

4. Non-Uniform Pension Plan Committee Meeting- August 15, 2018 at 10:00 AM:

This line item served as informational purposes only. No vote was taken on this matter.

III. TOWNSHIP ENGINEER – MICHAEL KUKLES:

1. Batts Switch Road Culvert Replacement: Approval of Payment #1:

Township Engineer, Mike Kukles, stated that he has received a request from CMR Construction for a portion of the payment for the Batts Switch Road Culvert Replacement. The items included in the payment portion are for the concrete box, the engineering costs of the precast structure, bonds and insurance.

ACTION: Motion was made by Joyce Lambert and seconded by Vice Chairman, Glenn Borger, to approve the portion of the payment for the Batts Switch Road Culvert Replacement project in the amount of \$10,553.18. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

IV. TOWNSHIP MANAGER – THOMAS PETRUCCI:

1. Consideration of Ordinance Adoption: Ordinance No. 389: AN ORDINANCE OF THE TOWNSHIP OF PLAINFIELD, NORTHAMPTON COUNTY, PENNSYLVANIA, AMENDING THE CODE OF ORDINANCES OF THE TOWNSHIP OF PLAINFIELD AT CHAPTER 13 (LICENSES, PERMITS AND GENERAL BUSINESS REGULATIONS), TO AMEND AND RESTATE PART 4 (CONTRACTOR LICENSING) IN ITS ENTIRETY; SEVERABILITY; REPEALER; EFFECTIVE DATE:

Township Manager, Tom Petrucci, stated that Ordinance No. 389 brings the Township up to current legal standards for Contractors Licenses. Chairman, Randy Heard, questioned whether any complaints made would be to the State or the Township. Township Manager, Tom Petrucci, stated that any complaints would be to the State only.

ACTION: Motion was made by Vice Chairman, Glenn Borger and seconded by Stephen Hurni to adopt Ordinance No. 389 in order to bring the Township into current legal standards for Contractors Licenses. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

2. MS4 Pollutant Reduction Plan: Commencement of Second 30 Day Comment Period:

Township Manager, Tom Petrucci, stated that the Township has received comments back from the Department of Environmental Protection (DEP). Township Engineer, Mike Kukles, and Township Manager, Tom Petrucci, are in the process of responding to the comments submitted by the DEP. Within the comments, the Township will be making multiple adjustments to the application in terms of the BMP and mapping. Mr. Kukles stated that these changes will need to be made within the next couple of days.

ACTION: Motion was made by Chairman, Randy Heard, and seconded by Stephen Hurni to commence the 30 day comment period for the MS4 Pollutant Reduction Plan. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

3. MS4 Storm Water Management Program Annual Report and Public Meeting Advertisement Approval: August 8, 2018 Regular Board of Supervisors Meeting:

Township Manager, Tom Petrucci, summarized most of the activities that the Township has been involved with for the MS4 Permit which includes updating the mapping. Mr. Petrucci stated that there are many items to include on the update.

ACTION: Motion was made by Chairman, Randy Heard, and seconded by Glenn Borger to advertise the MS4 Storm Water Management Program Annual Report and Public Meeting. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

4. Renewal/Termination of Municipal Solid Waste Collection and Recycling Contract Notification Due to Solid Waste Services, Inc. (D/B/A J.P. Mascaro) on or before October 31, 2018:

Mr. Petrucci stated that he has sent an extensive amount of information to the Board of Supervisors on this matter. Mr. Petrucci added that the Board would be better off keeping the contract for another year given the tariffs put in place and the fact that China is no longer accepting plastics.

ACTION: Motion was made by Joyce Lambert and seconded by Glenn Borger to extend the Municipal Solid Waste Collection and Recycling Contract for an additional year. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

5. Draft Memorandum of Understanding (MOU) between Plainfield Township and the Northampton County Conservation District (Targeted Date of Adoption is on or before September 12, 2018); Draft Grading Ordinance:

Township Manager, Tom Petrucci, stated that the Township is required to go out and do NPDES program reports. Many municipalities are using the Conservation District for these reports. Mr. Petrucci questioned whether the Board intends to be the first municipality to join. By doing this, Mr. Petrucci stated that the Township will gain a direct relationship with the Conservation District and will complete a majority of the MS4 Permit section.

ACTION: Motion was made by Glenn Borger and seconded by Chairman, Randy Heard, to draft a Memorandum of Understanding (MOU) between Plainfield Township and the Northampton County Conservation District memorializing that the Conservation District and Plainfield Township are working together. Prior to the

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

6. Appalachian Trail Ordinance (DRAFT)- Extended to 10/31/2018:

This matter was for informational purposes only. No vote was necessary at this time. Mr. Petrucci stated that this drafted ordinance has been reviewed by the Environmental Advisory Council and the Planning Commission. The time extension for the Appalachian Trail Ordinance has been extended until October 31, 2018. Mr. Petrucci added that further extensions for this ordinance will no longer be granted. Mr. Petrucci noted that if the Board of Supervisors has any comments, to please forward them to him directly as soon as possible.

7. Possible Use Variance Zoning Hearing Board Appeals- 499 Moorestown Road and 6274 Mud Run Road:

Mr. Petrucci is seeking approval from the Board of Supervisors to send Solicitor, David Backenstoe, to both Zoning Hearing Appeals for the month of August considering both appeals are for Use Variances which has a major impact on Plainfield Township.

Resident, Don Moore, stated that he believes having Solicitor Backenstoe present at the Zoning Hearing Board appeals is very necessary.

ACTION: Motion was made by Stephen Hurni and seconded by Glenn Borger to send Plainfield Township Solicitor, David Backenstoe, to the next Zoning Hearing which is to be held on August 14, 2018. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

8. 2016 Open Space Initiative Grant Update/NPDES Permit Termination for Community Park:

At this time, Plainfield Township is required to terminate the NPDES Permit. The Township would only need to terminate the 2004 era section of the NPDES Permit. The walking path extension can still be completed at this time. Any new projects will require the Township to complete and submit a new NPDES Permit Application.

ACTION: Motion was made by Glenn Borger and seconded by Jane Mellert to terminate the current NPDES Permit as discussed. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

9. Emergency Medical Services Discussion:

Previously, the Board of Supervisors requested to have Township Manager, Tom Petrucci, speak with Plainfield Township Fire Chief, George Biggs. Mr. Petrucci stated that Mr. Biggs has indicated that it would be problematic for them to go to 24/7 coverage without putting a large amount of funds into the efforts for Plainfield Township. Mr. Petrucci stated that if the Township will be receiving 24/7 coverage, they will need to determine what to do with the coverage and where they will be receiving service from.

Vice Chairman, Glenn Borger, added that the bottom line is that Plainfield Township residents need EMS services that will respond to a call before an hour passes by.

Supervisor, Jane Mellert, noted that Suburban EMS follows Plainfield Township EMS to which ever hospital they are traveling to. She questioned how they are doing this if there is not enough coverage in our area. Ms. Mellert questioned whether there is a way to find out their coverage of the calls on ALS coverage following BLS coverage to the hospital. Plainfield Township Emergency Coordinator, A.J. Olszewski, does not believe there is a way to segregate this out as the monthly reports show the calls for Plainfield Township EMS but not the specifics of every call. He added that sorting through the data is very time consuming.

A.J. Olszewski noted that if Plainfield Township EMS is out of service, Suburban EMS would cover the service call that is received. He added that there is always someone to cover especially with transports constantly occurring within our area. There are EMS providers coming from multiple locations to provide transport or EMS. Township Mr. Olszewski stated that the call volume has gone up in Plainfield Township, although the response to calls are going down. He also noted that when Plainfield Township EMS is out of service and Suburban EMS cannot service the call either, Palmer Township EMS would then cover the call but that is when the wait period becomes longer.

Mr. Petrucci offered the Board of Supervisors the following options for their consideration:

- Ascertain whether Plainfield EMS can increase their coverage to 24/7.
- Designate a secondary EMS provider for BLS services to supplement the coverage provided by Plainfield.
- Put out an RFP for BLS and ALS services and tabulate the cost for 24/7 service.

One other option for the Board to consider would be to merge Plainfield Township EMS and Wind Gap EMS. Supervisor, Jane Mellert, added that she does not want to create a difficult situation where the Township would be choosing Wind Gap EMS over Plainfield Township EMS. She also questioned Mr. Petrucci on his first meeting with Plainfield Township Fire Chief, George Biggs, and whether it was indicated that Plainfield

Township EMS is going to improve their services. Mr. Petrucci added that it did not seem as though they will be improving their services.

Chairman, Randy Heard, questioned Mr. Olszewski on what he suggests the Board should do. Mr. Olszewski stated that Plainfield Township should have Wind Gap be their ALS provider if Suburban EMS is not an option. There were a few requests made by Wind Gap Ambulance. A.J. Olszewski added that all that Wind Gap EMS wants is to have full coverage of this area and to have the ability to do the fund drive for the entire area without Suburban EMS doing their fund drive in Plainfield Township. Additionally, he added that Wind Gap doesn't need an EMS building. If the Board were so inclined, Mr. Olszewski stated that since Plainfield Township Fire Company is getting a stipend every year from the Township that Wind Gap EMS receives some of that stipend as well. Township Manager, Tom Petrucci, noted that he has another meeting set up with Plainfield Township Fire Chief, George Biggs.

Vice Chairman, Glenn Borger, questioned whether there is something the Township can do in the meantime in order to rectify this issue until a more permanent action is taken to provide coverage. Mr. Borger offered the following example: For instance, whether Mr. Petrucci can write up a memorandum with Wind Gap EMS just to cover for the time being so there is coverage for our residents. Mr. Petrucci stated that if the Board were to move forward with that, then Wind Gap EMS would be Plainfield Township's provider.

ACTION: Motion was made by Glenn Borger and seconded by Chairman, Randy Heard, to have Township Manager, Tom Petrucci, prepare a Memorandum of Understanding (MOU) and to discuss a remedy with a representative from Wind Gap EMS. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

10. Purchase Order for Utility Task Vehicle:

Township Manager, Tom Petrucci, stated that the proposed Utility Task Vehicle will be used by Plainfield Township and Slate Belt Regional Police Department. Plainfield Township will receive a grant which will pay for the equipment. Slate Belt Regional Police would be paying for any accessories. The task vehicle comes in at a total of \$20,968.10 and a total of \$4,016.75 for the trailer.

ACTION: Motion was made by Chairman, Randy Heard, and seconded by Glenn Borger to approve the purchase order for the Utility Task Vehicle in the amount of \$20,968.10 and a trailer for the task vehicle in the amount of \$4,016.75. Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public. Motion approved. Vote 5-0.

Supervisor, Stephen Hurni, questioned whether the Township will own this vehicle. Mr. Petrucci stated that the Township will own the vehicle and ownership of the corresponding accessories would be worked out at a later time.

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

1. Planning and Zoning Report- June, 2018
2. Road Department Report- June, 2018
3. Fire Company and Ambulance Report- NONE
4. Recreation Board Report- June, 2018

ACTION: Motion was made by Chairman, Randy Heard, and seconded by Glenn Borger to approve the June, 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 5-0.

SLATE BELT REGIONAL POLICE DEPARTMENT:

1. Calls for Service Report and Minutes:

ACTION: Motion was made by Chairman, Randy Heard, and seconded by Glenn Borger to approve the June, 2018 Service Report and Minutes 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 5-0.

CITIZEN'S AGENDA/NON-AGENDA:

1. **Don Moore-** Mr. Moore provided a letter to the Board of Supervisors which had a breakdown of his major points of concern. Mr. Moore spoke about the most recent events at the Zoning Hearing Board hearings. He noted that there is a specific procedure for modifying a condition in regards to a variance. Mr. Moore reached out to a safety consultant for billboards and he found out some interesting information. Mr. Moore wanted to put it on record that if it is a validity variance, the Township can allow it with the health and safety of the community in mind. Mr. Moore stated that he fears the appeals going through the Northampton County Court of Common Pleas as he believes there is no leverage in his opinion. He added that the Zoning Hearing Board did not mention criteria throughout the hearings. Mr. Moore stated that the applicants did not get what they had paid for.

Mr. Moore stated that on the second night of the hearing, no testimony was allowed. He is concerned because if the County Judge were to agree that proper criteria has not been evaluated, then the decision could be reversed. Mr. Moore explained that he is fearful of the outcome. Mr. Moore woke up around 3A.M. in order to evaluate which boards within Plainfield Township were lit up on the highway and in the area. He added that his

findings showed that there were no boards lit up at that time in the morning. He requested that the Board of Supervisors intervene in order for the Zoning Hearing Board to properly go through the procedures. Mr. Moore stated that he will not be pleased if these billboards are approved and installed in the proposed areas.

Solicitor, David Backenstoe, questioned Mr. Moore on why the Board would direct him to intervene and remand the case. Mr. Moore stated that he is concerned because, in his opinion, Solicitor Zulick gave the applicant exactly what they wanted. Solicitor Backenstoe added that any agreement rendered needs to be approved by the Zoning Hearing Board in its entirety. Solicitor Backenstoe stated that Attorney Zulick is a very good lawyer and he has a lot of respect for him.

Solicitor Backenstoe stated that it is very dangerous for him to attend court. Mr. Moore added that he is just worried about what the county would do if they start leaning towards the applicant. Solicitor Backenstoe stated that the Court has the ability to overturn or remand the decision to have the conditions discussed further.

BOARD OF SUPERVISORS REPORTS:

1. ***Glenn Borger, Vice Chairman-*** Mr. Borger questioned whether the Zoning Officer has inspected the kitchen at The Loft at the Sawmill Golf Course. Mr. Petrucci stated that he does not believe Mr. Lezoche conducted the inspection yet, however, he will expedite the inspection.
2. ***Joyce Lambert-*** No Report
3. ***Jane Mellert-*** No Report
4. ***Stephen Hurni-*** Mr. Hurni mentioned the street sweeping. He also added that for the next Animal Control Officer, there was one applicant that stood out. He noted that the individual was a Human Police Officer (HPO). Unfortunately, she called and cancelled the interview. Mr. Hurni added that he is still progressing with John Birmingham in regards to the Comprehensive Plan.
5. ***Randy Heard, Chairman-*** Mr. Heard stated that the Township gave \$100,000.00 towards recreation. It was the Township's intention to stop at that level of funds. The installation of a pavilion was another proposed project. Mr. Heard questioned what the long range plan is. Mr. Petrucci stated that the Township has completed a lot of projects. Mr. Heard questioned whether a pavilion, refreshment stand, and bathrooms would be installed in that area. Mr. Petrucci stated that it is a possibility depending on the programs that are applied for. Mr. Petrucci added that the biggest thing for that project is the planning in addition to excessive fees in order to complete it. Mr. Petrucci noted that now would be a good time for the Board to get a good idea of what is desired for the entire project. Supervisor, Jane Mellert, stated that it would also be a good idea to update the map and then proceed with that. This should be done all at once in order to include all of these items in one permit.

Township Engineer, Mike Kukles, added that as long as the Township follows the previous plan to a certain extent, then the Township does not need to resupply additional changes/information to the Lehigh Valley Planning Commission.

Mr. Petrucci recommend to the Board to work with the Recreation Board to map out what they would like to do and then return those plans to the Board for consideration. Mr. Petrucci added that capital projects are removed from the Recreation Fund and day-to-day operations are taken from the General Fund.

SOLICITOR’S REPORT- DAVID BACKENSTOE, ESQUIRE:

The Solicitor’s items were addressed earlier in the meeting.

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 5-0.

The meeting adjourned at 9:12 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