

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

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

Chairman, Randy Heard, called the meeting to order at 7:01 P.M.

The Pledge of Allegiance was performed.

ROLL CALL:

The following Supervisors answered roll call: Chairman, Randy Heard, 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, Administrative Assistant, Paige Gerstenberg, and Township Manager, Thomas Petrucci.

I. SECRETARY–THOMAS PETRUCCI:

1. Approval of the October 10, 2018 Regular Board of Supervisors Meeting Minutes:

ACTION: Motion was made by Stephen Hurni and seconded by Chairman, Randy Heard, to approve the October 10, 2018 Regular Board of Supervisors Meeting Minutes with corrections as noted. *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 October 25, 2018 Special Board of Supervisors Meeting Minutes:

ACTION: Motion was made by Stephen Hurni and seconded by Chairman, Randy Heard, to approve the October 25, 2018 Special 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 5-0.

3. Approval of the November 1, 2018 Special Board of Supervisors Meeting Minutes:

ACTION: Motion was made by Stephen Hurni and seconded by Joyce Lambert to table the November 1, 2018 Special 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 5-0.

4. Public Hearing: Matyas Agricultural Security Area Application:

Township Manager, Tom Petrucci, stated that the Township received an application for 1083 Capp Road to be placed in the Agricultural Security Area. Mr. Petrucci questioned if there were any comments from the public regarding the application. No comments were provided to the Township regarding this matter.

5. Resolution #2018-23-Approval (with modification to acreage total) of the Matyas Agricultural Security Area Application Received October 3, 2018 (Tax Map Parcel ID# G9-12-7-0626)- 96.55 acres:

ACTION: Motion was made by Chairman, Randy Heard, and seconded by Stephen Hurni to approve Resolution #2018-23. 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. Consideration of Extension of Time: 616 Youngs Hill Road Kennel/Dog Training Facility (Conditional Approval Expires December 13, 2018) – Extension Requested to December 13, 2019:

Mr. Petrucci stated that the project for 616 Youngs Hill Road has made substantial progress. The current expiration date is December 13, 2018.

ACTION: Motion was made by Jane Mellert and seconded by Stephen Hurni to approve the Extension of Time for 616 Youngs Hill Road Kennel/Dog Training Facility until December 13, 2019. 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.

7. Consideration of Extension of Time: Estates at Sullivan Trail Major Subdivision (Conditional Approval Expires December 31, 2018) – Extension Requested to June 30, 2019:

Township Manager, Tom Petrucci, added that the property, “Estates at Sullivan Trail Major Subdivision”, is in the process of being sold. An Extension of Time was requested in order to complete the final sale of the property.

ACTION: Motion was made by Chairman, Randy Heard, and seconded by Stephen Hurni to approve the Extension of Time for the Estates at Sullivan Trail Major Subdivision until June 30, 2019. *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. Consideration of Extension of Time: Green Knight Industrial Park II Preliminary/Final Major Subdivision Plan (Conditional Approval Expires December 21, 2018) – Extension Requested to June 30, 2019:

ACTION: Motion was made by Chairman, Randy Heard, and seconded by Glenn Borger to approve the Extension of Time for the Green Knight Industrial Park II Preliminary/Final Major Subdivision Plan until June 30, 2019. *Prior to the vote, Chairman, Randy Heard, asked if there were any comments from the governing body or the public.* Motion approved. Vote 4-0-1 with Stephen Hurni abstaining.

9. Consideration of Extension of Time: Sullivan Trail (NAPER) Final Major Subdivision Plan (Conditional Approval Expires December 31, 2018) – Extension Requested to December 31, 2019:

ACTION: Motion was made by Chairman, Randy Heard, and seconded by Stephen Hurni to approve the Extension of Time for the Sullivan Trail (NAPER) Final Major Subdivision Plan until December 31, 2019. *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 October, 2018 General Fund Disbursements (\$263,419.49):

ACTION: Motion was made by Joyce Lambert and seconded by Stephen Hurni to approve the October, 2018 General Fund Disbursements in the amount of \$263,419.49. *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 October, 2018 Treasurer’s Report:

ACTION: Motion was made by Joyce Lambert and seconded by Stephen Hurni to approve the October, 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. Approval of Non-Uniform Pension Plan Statements for the period of July 1, 2018 to September 30, 2018 (Prepared by Univest):

ACTION: Motion was made by Jane Mellert and seconded by Joyce Lambert to approve the Non-Uniform Pension Plan Statements for the period of July 1, 2018 to September 30, 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.

III. TOWNSHIP ENGINEER – MICHAEL KUKLES:

1. Jacobsburg Coordinated Health Facility Escrow Release/Commencement of Maintenance Period (Letter of Credit Expires January 1, 2019):

Township Engineer, Mike Kukles, stated that the Township received a letter from Coordinated Health requesting an escrow release. The work on-site has been completed. Additionally, the remaining items have also been addressed. Mr. Kukles asked that the Township release \$63,212.00 and to begin the maintenance period, which will run through May 14, 2020.

ACTION: Motion was made by Joyce Lambert and seconded by Stephen Hurni to approve the Jacobsburg Coordinated Health Facility Escrow Release in the amount of \$63,212.00. The amount of the Letter of Credit will be reduced from \$132,356.50 to a new balance of \$69,144.50. 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.

ACTION: Motion was made by Stephen Hurni and seconded by Joyce Lambert to approve the maintenance period through May 14, 2020. The maintenance period will commence as of November 14, 2018 and run through May 14, 2020. 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. Resolution #2018-24- Designation of Primary Emergency Medical Services/Ambulance Provider (Basic Life Support and Advanced Life Support):

Plainfield Township Fire Chief, George Biggs, stated that they still need to meet with Suburban EMS in order to come to a solution for housing a Suburban EMS ambulance at a location of the Plainfield Township Fire Company- most likely the station near the

Farmer's Grove. Mr. Biggs added that they have concerns about the building and possible water issues at that location. Regardless, Plainfield Township Fire Company will work with Suburban EMS.

Supervisor, Stephen Hurni, questioned what happens if Suburban EMS would not be on shift. A representative from Suburban EMS noted they will be moving units from other areas. Members of the Board expressed that they are in support of having Suburban EMS cover Plainfield Township as they can provide both Advanced Life Support (ALS) and Basic Life Support (BLS) Emergency Medical Services. Monthly reports will also be provided to the Township by Suburban EMS.

ACTION: Motion was made by Stephen Hurni and seconded by Chairman, Randy Heard, to approve Resolution #2018-24 conditional upon Suburban EMS being able to stage an ambulance at the Plainfield Township Fire Company and to provide monthly reports to 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 5-0.

Mr. Biggs added that Plainfield Township EMS will still be doing as much as they can for the Township as well.

2. Consideration of Preliminary/Final Conditional Approval: Wind Gap Investors, LLC Wind Gap Taco Bell, Preliminary/Final Major Land Development Plan Submission Date: April 27, 2018 Planning Commission Preliminary/Final Conditional Approval: September 17, 2018 Expiration Date: November 30, 2018:

Attorney Jim Preston provided a brief overview of the plan for Taco Bell that was brought in front of the Planning Commission. The applicant is proposing a 2,753 square foot structure with 45 parking spaces. The existing structure on the property is set to be razed. The parcel in which Taco Bell will be located on has 1.21 acres located at 6955 Sullivan Trail, Wind Gap, 18091. Public water and sewer will be provided.

Township Engineer, Mike Kukles, added that the applicant has addressed all of the comments from the previous review letter. They are currently in the process of obtaining final approval from the Conservation District for the required NPDES permit. Attorney Preston added that the applicant has received a notice of administrative completeness of the permit application, but the technical review is still ongoing. Mr. Kukles added that there are no additional comments regarding the review.

Emergency Management Coordinator, A.J. Olszewski questioned whether a sprinkler fire suppression system is required for the use. Township Engineer, Mike Kukles, stated that due to the size of the building, the applicant is not required to install a sprinkler system. The Township will follow all guidelines provided by the Uniform Construction Code (UCC).

The busiest operation times at the facility will mainly take place around lunch time and dinner time. During the morning hours, there will not be much activity. The area across the street from the facility will most likely not be developed. Chairman, Randy Heard, stated that he does not want this area to back up with traffic especially since there are major issues at Dunkin Donuts in Wind Gap.

It was also questioned whether there is a potential issue with tenants getting kicked out of the current building. Currently, there are no issues with the tenants. Supervisor, Stephen Hurni, asked whether the applicant will be serviced by the Wind Gap Municipal Authority. The applicant stated that they will in fact be serviced by Wind Gap Municipal Authority and have already submitted a planning module to the DEP and their exemption was approved. Mr. Kukles added that being exempt means that the applicant does not need to go through the full planning process.

The Township Engineer, Mike Kukles, went over the waivers that were provided in his review letter. A waiver of §22-503.6.B(1) – Slope ranges shall be delineated on the plans by shadings or markings. Due to the nature of this proposal being a re-development, we have no engineering objection to a waiver of this section. The Planning Commission recommended a waiver of this section on May 21, 2018.

ACTION: Motion was made by Jane Mellert and seconded by Stephen Hurni to approve a waiver of §22-503.6.B(1). *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.

A waiver of §22-503.10 & §22-1012 – Profiles for storm sewers, waterlines and sanitary sewers shall be included on the plans. A response letter dated June 25, 2018 indicates the minimum cover depths for the utilities are noted on the plans and the locations have been selected to avoid conflicts. We have no Engineering objection to granting this waiver provided accurate As-Built Plans be furnished to document the locations and elevations of the completed utilities. The Planning Commission did recommend a waiver of this section on July 16, 2018. Asked that a note shall be added to the record plan that accurate utility As-Built plans be provided to the Township upon completion.

ACTION: Motion was made by Stephen Hurni and seconded by Joyce Lambert to approve a waiver of §22-503.10 & §22-1012. *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.

A waiver of §22-602 – The plans are labeled as ‘Preliminary & Final Major Land Development’, which requires a waiver. As long as the information required for both Preliminary and Final are shown clearly on the plans, we have no engineering objection to the granting of this waiver. The Planning Commission recommended a waiver of this section and to process the plans as Preliminary/Final on July 16, 2018.

ACTION: Motion was made by Jane Mellert and seconded by Stephen Hurni to approve a waiver of §22-602. 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.

A waiver of §22-1009.7.J – The outlet control structure shall be constructed of galvanized steel or concrete. The Applicant requested a waiver to allow the outlet control structure to be made of high performance polypropylene. The Planning Commission recommended a waiver of this section on May 21, 2018.

Supervisor, Stephen Hurni, questioned if Mr. Kukles had any objections to this waiver. Mr. Kukles stated that he did not have any issues with this request as this material is the most trending material right now in the business. He added that it has a long life span and good durability. Additionally, the outlet will be maintained by the applicant/owner.

ACTION: Motion was made by Stephen Hurni and seconded by Joyce Lambert to approve a waiver of §22-1009.7.J. 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.

A waiver of §22-1009.10.A - The minimum diameter of any storm sewer {conveyance} pipe shall be 18 inches. The Applicant requested a waiver to allow 12” and 15” pipes on-site. The Planning Commission recommended a waiver of this section on May 21, 2018.

ACTION: Motion was made by Stephen Hurni and seconded by Chairman, Randy Heard, to approve a waiver of §22-1009.10.A. 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.

A waiver of §22-1013.4.B(3) - For driveways along major collector and arterial roads the minimum curb return radius shall be 25 feet. The Applicant requested a waiver to allow a driveway curb radius less than 25 feet on Sullivan Trail. As explained by Ms. Maupin, PennDOT Highway Occupancy Permit Coordinator, PennDOT measures the radius from the driveway to the white edge line rather than at the curb line. They are providing a 25’ radius, it is just not being provided at the curb line. We have no Engineering objection to granting this waiver as the access is to a State Highway and shall be in accordance with an approved PennDOT HOP. The Planning Commission recommended a waiver of this section on July 16, 2018.

ACTION: Motion was made by Chairman, Randy Heard, and seconded by Jane Mellert to approve a waiver of §22-1013.4.B(3). 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.

ACTION: Motion was made by Joyce Lambert and seconded by Jane Mellert to conditionally approve the Wind Gap Taco Bell, Preliminary/Final Major Land Development Plan provided that the applicant provides a Sewage Planning Module Approval and/or Exemption by the Pennsylvania Department of Environmental Protection, Notification of LVPC Approval, Notification of Northampton County Conservation District Approval, Compliance with all conditions as set forth in Ott Consulting, Inc.'s Review Letter dated September 13, 2018 (a copy of which is provided herein as if more fully set forth at length), Owner Signature, Notarization, Improvements Agreement, with adequate security, an Operations and Maintenance Agreement – Stormwater Easements, Fire Department and Emergency Management Coordinator Approval, and PennDOT Highway Occupancy Permit (HOP) must be approved. *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. Consideration of Ordinance No. 390 (this is not the presently tabled Appalachian Trail Protection Provisions Draft Ordinance) (Amendment to the Slate Belt Regional Police Department Charter Agreement)- DRAFT/ADVERTISED: AN ORDINANCE OF THE TOWNSHIP OF PLAINFIELD, NORTHAMPTON COUNTY, PENNSYLVANIA, 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 WEIGHTED INCIDENT DATA AS COMPILED BY THE CHIEF OF THE SLATE BELT REGIONAL POLICE DEPARTMENT AND UTILIZING THE NATIONALLY ACCEPTED INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE WEIGHTED CALLS FOR SERVICE SCALE; SEVERABILITY; REPEALER; EFFECTIVE DATE:

Township Manager, Tom Petrucci, stated that this ordinance will amend the Slate Belt Regional Charter Agreement. The notice was published in the Express Times on October 22, 2018. Below is the proposed 2019 Slate Belt Regional Police Department Budget along with the new formula calculation.

2019 Slate Belt Regional Police Department Budget (Proposed)

The proposed 2019 Slate Belt Regional Police Department Budget Proposal was previously forwarded to the Board of Supervisors. The breakdown of the proposed municipal share for the 2019 Slate Belt Regional Police Department Budget is as follows:

- **Pen Argyl Borough- \$637,861.55**
- **Plainfield Township- \$1,253,386.31**
- **Wind Gap Borough- \$543,557.14**

Plainfield's proportionate cost share has increased from last year's budgeted amount by \$13,185.64; the cost allocation share for Plainfield in 2018 was \$1,240,200.67 with a

portion of operating reserve funds used to offset the final allocation share required to be paid by the members of the Slate Belt Regional Police Department. The Charter Agreement of the Slate Belt Regional Police Department requires the proposed Budget of the Regional Police Department to be approved no later than November 1st of the preceding fiscal year.

The Budget as currently proposed will require a modification to the cost allocation formula as follows:

35% Assessed Value	30% Population	30% Weighted Incidents	5% Road Mileage
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**Please note that the definition of “Incident” within the Charter Agreement for the 2019 fiscal year will be modified as follows:*

Article V (entitled Cost Assessment) Section (B)(2)(c)(1) (entitled Definitions)

(1) Definition. The term “incident”, as used in the formula, shall mean a matter or service that results in at least two (2) of the following:

- a. a police response;*
- b. a written report; or*
- c. the assignment of a case number;*

The Chief shall have the responsibility to track and tally incidents occurring in each Municipality and shall report the number of incidents on a monthly, quarterly, and yearly basis. The incident numbers shall be weighted and shall utilize the nationally accepted International Association of Chiefs of Police weighted calls for service scale, as amended.

Previously, the formula for the proportionate cost share allocation for 2018 was as follows:

40% Population	40% Assessed Value	20% Incidents
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The 2019 Slate Belt Regional Police Department Budget was approved on October 25, 2018 by unanimous vote of the Plainfield Township Board of Supervisors during a Special Meeting.

ACTION: Motion was made by Chairman, Randy Heard, and seconded by Stephen Hurni to approve Ordinance No. 390. 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. 2019 Plainfield Township Budget Proposal: Approval to Advertise for Twenty Day Public Inspection Period:

ACTION: Motion was made by Stephen Hurni and seconded by Chairman, Randy Heard, to approve the legal notice of advertisement for the Proposed 2019 Plainfield Township Budget for the Required Twenty Day Public Inspection Period in accordance with Section 3202 of 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 5-0.

5. Consideration of Approval: Memorandum of Agreement to Provide Fire Protection Services (Plainfield Township and Plainfield Township Volunteer Fire Company):

Township Manager, Tom Petrucci, sent over a Memorandum of Agreement to Provide Fire Protection Services between Plainfield Township and the Plainfield Township Fire Company. The Memorandum of Agreement formally defines the relationship between the two entities and sets forth their respective responsibilities. For the 2019 fiscal year, the Plainfield Township Fire Company will be receiving additional funds from the Township. Township Solicitor, David Backenstoe, added that he reviewed the Memorandum and does not see any issues with the language.

ACTION: Motion was made by Jane Mellert and seconded by Glenn Borger to approve sending the proposed Memorandum of Agreement to Provide Fire Protection Services between Plainfield Township and Plainfield Township Volunteer Fire Company to the Fire Company for review and comment. *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. Consideration of Bids Received: 2018-2019 Bid for Gasoline, Diesel Fuel and Heating Fuel Oil:

Township Manager, Tom Petrucci, stated that only one bid was received for the 2018-2019 Bid for Gasoline, Diesel Fuel and Heating Fuel Oil. Suburban Heating Oil and Propane came in at a total of \$46,195.43.

ACTION: Motion was made by Stephen Hurni and seconded by Glenn Borger to award the 2018-2019 Bid for Gasoline, Diesel Fuel and Heating Fuel Oil to Suburban Heating Oil and Propane for Regular Grade No-Lead Gasoline (More or Less), Ultra-Low Sulfur 15 PPM On-Road Diesel Fuel (No Dye) (More or Less) and Ultra-Low Sulfur 15 PPM Heating Fuel Oil (More or Less) in accordance with the Bid Proposal submitted by Suburban Heating Oil and Propane and opened on November 9, 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.

The Differential Prices shall be fixed prices for the entire term of this Contract. The Differential Prices submitted by Suburban Propane are listed as follows and shall be fixed for the entire term of this Contract:

1. Regular Grade No-Lead Gasoline (More or Less): \$.2167
2. Ultra-Low Sulfur 15 PPM On-Road Diesel Fuel (No Dye) (More or Less): \$.2059
3. Ultra-Low Sulfur 15 PPM Heating Fuel Oil (More or Less): \$.2121

The Rack Price will fluctuate during the term of this Contract, either plus or minus the price listed above on November 1, 2018. The Township will honor price increases or decreases to the “Rack Price” during the term of the Contract, but only when said increases or decreases originate with the Bidder’s source of supply, and then only when properly documented to the Township with supporting data as evidence thereof.

7. Resolution #2018-25- 2018 General Fund Budget Line Item Adjustments:

Section 3202 (f) of the Second Class Township Code of the Commonwealth of Pennsylvania authorizes the Board of Supervisors of Plainfield Township to transfer unencumbered moneys from one Township account to another after the first three (3) months of the fiscal year. Essentially, this provision of the Second Class Township Code allows the Board to readjust the Budget based on actual revenue and expenditures to date. The proposed transfers of unencumbered moneys between the designated line items of the overall total expenditures of the approved 2018 General Fund Budget reflect the actual revenue that the Township has received as of November 6, 2018, which is \$3,142,004.37. The approved 2018 General Fund Budget forecasted revenue to be received by the Township in the amount of \$3,060,021.95; actual revenue received as of November 6, 2018 is \$81,982.42 over the approved 2018 General Fund Budget amount. The proposed transfers set forth in Resolution 2018-25 rebalance the budget based on the revenue and expenditures to date. Additionally, he readjusted the proposed 2019 Budget based on actual expenditures from late into the 2018 fiscal year.

Supervisor, Jane Mellert, questioned whether Mr. Petrucci would rather wait until the end of December to make this determination. Mr. Petrucci stated that he does not anticipate any additional required adjustments for the remainder of the fiscal year.

ACTION: Motion was made by Joyce Lambert and seconded by Glenn Borger to approve Resolution #2018-25 which memorializes the 2018 General Fund Budget Line Item Adjustments. 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. 2018 Community Development Block Grant Award – Plainfield Acres Road Resurfacing Project - \$50,000.00:

This line item was for informational purposes only. Mr. Petrucci added that the Township received a Community Development Block Grant from Northampton County in the amount of \$50,000.00. Mr. Petrucci, Mr. Kukles, and Mr. Jim Ackerman from the Plainfield Township Road Department have already went out to the site to scope out necessary stormwater improvements. The Township's goal is to remediate stormwater issues prior to paving. Additionally, base repair will be conducted by the Road Department employees.

9. Northampton County Blight Reversal and Remediation Task Force:

This line item was for informational purposes only. Mr. Petrucci attended the first meeting for the Northampton County Blight Reversal and Remediation Task Force on behalf of the Township. He added that this meeting was more of a kick-off meeting and not much information was provided. The Township is officially participating in this program. Ms. Mellert noted that the PowerPoint Presentation provided was not easy to read in terms of the maps. Mr. Petrucci stated that this was all that was provided to the attendees. The main point taken from the meeting is that they are taking concepts of cities to remediate blight and bringing it into local townships and boroughs. Information on how this will be specifically accomplished was not provided at the first meeting that Mr. Petrucci attended, and that information will be forthcoming.

10. DRAFT NPDES Permit – Plainfield Township MS4 – Received October 9, 2018:

This line item was for informational purposes only. Mr. Petrucci stated that the Township received its draft NPDES MS4 Renewal Permit on October 9, 2018. A 30 day comment period began on the day that the permit was received.

11. Approval of Legal Notice Advertisement for Certified Public Accountant (CPA) Firm, Kirk and Summa, L.P, to Conduct Annual Audit for 2018 Fiscal Year Appointment via Resolution at 2019 Reorganization Meeting (Monday, January 7, 2019):

ACTION: Motion was made by Joyce Lambert and seconded by Glenn Borger to approve the Legal Notice Advertisement for Certified Public Accountant (CPA) Firm, Kirk and Summa, L.P, to conduct the Annual Audit for 2018 Fiscal Year Appointment. The Board will consider the appointment of the Certified Public Accountant (CPA) Firm, Kirk and Summa, L.P to audit the accounts of Plainfield Township for fiscal year 2018 during the Reorganization Meeting of the Plainfield Township Board of Supervisors to be held on Monday, January 7, 2019, beginning at 5:30 P.M., prevailing time, at the Plainfield Township Municipal Building. The appointment of a CPA firm will replace the duly elected and/or appointed Auditors of Plainfield Township and relieve them from their auditing responsibilities *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.

12. LVPC Walk/BikeLV Regional Pedestrian and Bike Plan - Future Connection Ideas:

Township Manager, Tom Petrucci, sent out a LVPC Walk/BikeLV Regional Pedestrian and Bike Plan map to the Board. He is unsure of their intent for the plan based on the maps that were provided, but it shows a connector bike/pedestrian path from Pen Argyl Park to Middletown Road within the Blue Valley Acres Subdivision. Mr. Petrucci stated that if the intent of this plan is to install sidewalks, that project would have a low cost-to-benefits ratio, in his opinion. Mr. Petrucci will request additional information from LVPC officials and comment on the matter at a later date.

13. Bocce Club Culvert- Emergency Repair Permit Issued by PA DEP (Expires March 7, 2019):

Following a meeting between Township Engineer Kukles, Temporary Road Department Foreman Ackerman, Township Manager Petrucci, and PA DEP Senior Engineer Christopher Kulick on November 7, 2018 at the site of the Bocce Club Culvert, the Township successfully obtained an Emergency Permit from PA DEP to remove accumulated debris and repair the damaged gabion baskets at the site. Township Manager Petrucci indicated that the permit gives the Township a wide range of flexibility to repair the washout of the gabion walls.

14. Grand Central Sanitary Landfill Minor Permit Modification Application Filed Use of Uncontaminated and Contaminated Soil as Cover and Construction Material (Application #100265-A182)- Notification Received November 7, 2018:

On behalf of Waste Management, Mr. Scott Perin provided an overview as to why Waste Management is seeking a modification to their permit. Mr. Perin stated that they are looking for more materials from multiple sources for their use at the Landfill. Supervisor, Stephen Hurni, questioned why there is contaminated soil at the site and whether new material could be coming from out of state. Mr. Perin stated that he is unsure of whether fill can be brought in to the Landfill from other states. However, he added that regardless of where the extra material is from, it will be treated to the “clean fill” standard. Mr. Perin stated that the DEP does not foresee any issues with using extra material. Mr. Hurni also questioned whether this will help with eliminating the odors around the area from the Landfill. Mr. Perin stated that the purpose of the extra material is not to eliminate odors.

Township Resident, Millie Beahn, questioned whether there is a firm timeframe of when the Landfill will be officially closing. She added that in August 2018, the Landfill had 8 years left to operate until they hit capacity which means that the Landfill would be operating until 2026. Mr. Perin stated that it is not based on time, rather it is based on the amount of volume they receive each year. Some years may be more than others which will alter the end date of the Landfill. Mr. Perin added that Waste Management is looking into future opportunities for expansions. Mr. Petrucci stated the Southern Expansion Permit provides Waste Management with the right to expand the height of the landfill. Approximately, there are an additional 25-30 feet remaining for the height. The State of Pennsylvania provided the approval for this expansion.

The capacity of what is allowed was set by the Pennsylvania DEP. Emergency Management Coordinator, A.J. Olszewski stated that he lives close to the area of the landfill and the smell exceeds into the Bangor area. He noted that in 2011-2012, an increase in smell was a major issue due to the increased rainfall. This year has also received high amounts of rainfall which could be the cause of the smell currently.

Township Manager, Tom Petrucci, questioned what the substances are aside from volatile compounds. Mr. Perin stated that this information was included on the application that was submitted. Mr. Perin added that there will be no contaminated soil being placed in the landfill as it will all be treated to the clean fill standard.

Mr. Petrucci stated that this matter does not require approval from the Board of Supervisors, however, Mr. Petrucci wanted to make the Board aware of the minor modification. Chairman, Randy Heard, questioned where the soil is currently coming from. Mr. Perin stated that most soil comes from abandoned quarries and auto shredder residual. The landfill is covered daily with approximately 48 inches of soil.

Supervisor, Jane Mellert, questioned whether other states have more strict limitations on what they accept for contaminated soil and whether the state of Pennsylvania has less restrictive regulations. Mr. Perin does not believe regulations or lack thereof is the reasoning for more fill being placed at their location. Rather, the main reason is space constraints at other locations which are mainly outside of Pennsylvania. Ms. Mellert also questioned whether Synagro has any other options in terms of location aside from Plainfield Township. Mr. Perin noted that there are really no other spots for the property from an economic standpoint. He added that Synagro is in favor of running their plant off of natural gas and it will be a lot cheaper in the long run to operate the plant. Mr. Perin stated, that to his knowledge, there are no other landfills that generate enough gas in order to support their operations.

Mr. Petrucci's intent of this line item was to keep the Board informed on the minor permit modification.

15. Official Map (2018 Lehigh Valley Greenways Grant): Confirmation of Township Engineer as Consultant:

Township Manager, Tom Petrucci, stated that he has confirmed that the Township can appoint our Township Engineer, Mike Kukles, as the consultant for the 2018 Lehigh Valley Greenways Grant and remain in compliance with the grant contract. This is the most cost effective option for the Township as well.

ACTION: Motion was made by Chairman, Randy Heard, and seconded by Glenn Borger to approve Township Engineer, Mike Kukles, as the consultant for the Official Map of 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 5-0.

16. Animal Control – Status Report:

Township Manager, Tom Petrucci, will be submitting a closing application for the Township kennel to the Dog Warden immediately. Mr. Petrucci held a meeting with Stacy from Pibbles and Paws Safe Haven. Mr. Petrucci added that the Township may have an opportunity to have Pibbles and Paws serve as the Animal Control Officer for Plainfield Township. This organization would be able to provide 24/7 animal control services. Representatives of Pibbles and Paws will have the ability to go out and pick up the dog immediately at any time of the day. They would then obtain ownership of the dog.

At the time of a call for a dog to be picked up, the dog would first be scanned for a microchip. If nothing scans or there is no information provided by the microchip, the dog would be advertised as found for the first 48 hours (posted on Pibbles and Paws website/Facebook, posters, etc.). If the owner does not claim the dog, then the dog would be placed in a foster home. Shots such as rabies and distemper will be given to the dog. The main goal for these dogs would be to have them adopted into a permanent home. At this point in time, no dogs will be placed in Plainfield Township's holding kennel.

In terms of cost, it will be approximately \$6,138.00. This cost is calculated at one dollar per resident in the Township. Mr. Petrucci budgeted approximately \$8,000.00 for this line item in the budget. Supervisor, Jane Mellert, questioned how much the Township pays for animal control services through the Slate Belt COG. Mr. Petrucci stated that approximately \$3,000.00 is paid to the COG each year (\$0.50 per capita). He also added that although it will be an additional cost for the Township, the Township will be taking on much less liability due to the fact that Pibbles and Paws will immediately take ownership of the stray dogs.

Mr. Petrucci would like to appoint Pibbles and Paws Safe Haven as the Animal Control Officer. They will be sworn in by the Magistrate and will enforce the Dog Law. The employees of this organization are not considered humane officers so they will be unable to handle abuse complaints and can only retrieve loose dogs.

ACTION: Motion was made by Chairman, Randy Heard, and seconded by Joyce Lambert to authorize Solicitor, David Backenstoe, and Township Manager, Tom Petrucci, to draft an agreement between Plainfield Township and Pibbles and Paws Safe Haven. 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.

17. Executive Session Requested: Acquisition of Real Estate:

An executive session was held from 8:59 P.M. TO 9:12 P.M. discussing potential acquisition of real estate.

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

1. Planning and Zoning Report- October, 2018
2. Road Department Report- October, 2018
3. Fire Company and Ambulance Report- October, 2018
4. Recreation Board Report- October, 2018

ACTION: Motion was made by Chairman, Randy Heard, and seconded by Joyce Lambert to approve the October, 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. Slate Belt Regional Police Department Monthly Report- October, 2018:

ACTION: Motion was made by Chairman, Randy Heard, and seconded by Joyce Lambert to approve the October, 2018 Slate Belt Regional Police Department Monthly Report 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. **Wanda Gruber**- Ms. Gruber questioned how many employees are at the Plainfield Township Road Department. Mr. Petrucci stated that there are 3 employees total currently including one Foreman.

BOARD OF SUPERVISORS REPORTS:

1. ***Glenn Borger, Vice Chairman***- No Report
2. ***Joyce Lambert***- No Report
3. ***Jane Mellert***- No Report
4. ***Stephen Hurni***- No Report
5. ***Randy Heard, Chairman***- Mr. Heard stated that there is a residential lot in the Township that he has been receiving multiple complaints about loose chickens and large numbers of chicken coops in the Township. Supervisor, Jane Mellert, concurred with that statement. She has received many complaints regarding this issue as well. Resident, Wanda Gruber, stated that this situation can be a serious health issue as well. Mr. Petrucci will look into a

possible ordinance to attempt to rectify these types of maintenance issues in the Township with respect to backyard chickens.

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 9:13 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