

**PLAINFIELD TOWNSHIP  
SPECIAL BOARD OF SUPERVISORS MEETING  
APRIL 25, 2019**

The special meeting of the Plainfield Township Board of Supervisors was held on Thursday, April 25, 2019 at the Plainfield Township Municipal Building, 6292 Sullivan Trail, Nazareth, PA 18064.

Chairman, Randy Heard, called the meeting to order at 7:00 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 Administrative Assistant, Paige Stefanelli and Township Manager, Tom Petrucci.

**I. TOWNSHIP MANAGER–THOMAS PETRUCCI:**

1. Review/Consideration of Bids Received: Grand Central Road Bridge Replacement (Bid Opening Date – April 12, 2019 via PennBid Program):

Township Manager, Tom Petrucci, noted that the Township received seven (7) bids that were submitted for the Grand Central Road Bridge Replacement. Due to bidder miscues, Mr. Petrucci recommended to the Board of Supervisors to reject all bids and to rebid the Grand Central Road Bridge Replacement Project. While the third lowest bidder submitted a complete bid package, the two lowest bidders submitted what could be considered defective paperwork. The disparity in pricing between the low bidder and the third lowest bidder (\$85,721.09) is enough to warrant re-bidding the project.

**ACTION: Motion was made by Joyce Lambert and seconded by Chairman, Randy Heard, to reject all bids received for the Grand Central Road Bridge Replacement Project due to the inclusion of several defective bids (including the two lowest bidders) and the pricing disparity between the two lowest bidders and the third lowest bidder and to authorize the Township Manager to rebid the project. *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. Petrucci met with Township Engineer, Mike Kukles and the re-bid process will be in accordance with the following schedule:

- Board rejects bids- 4/25
- Bid #1 Ad- 4/30
- Bid #2 Ad- 5/6
- Pre-bid- 5/8
- Open bids on PennBid- 5/17
- Special meeting to consider bids/award- 5/23

**ACTION: Motion was made by Stephen Hurni and seconded by Chairman, Randy Heard, to approve the schedule for rebidding the Grand Central Road Bridge Replacement Project. 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. Review/Consideration of Bids Received: Mud Run Road (Township Line to Miller Road) FB-Modified Bid Proposal for Letting of April 22, 2019:

Township Manager, Tom Petrucci noted there was only one bid received which was from Asphalt Maintenance Solutions, LLC for the Mud Run Road FB-Modified Project. The bid received is tabulated as follows:

Item Number	Approximate Quantities	Units	Description	Unit Price	Total
1.	2,098	Tons	FB-Modified Bituminous Wearing Course, 2.5” Depth, 300 lbs./SY	\$99.65	\$209,065.70
2.	1,049	Tons	FB-Modified Bituminous Leveling Course, 1.25” Depth, 150 lbs./SY	\$98.85	\$103,693.65
				<b>TOTAL</b>	<b>\$312,759.35</b>

Mr. Petrucci stated that the project pricing is slightly higher than what was originally estimated likely due to the fact that the Township bid the project out by the ton as opposed to the square yard (13,975 square yards total). However, bidding the project out by the ton allows the Township to only pay for what is put down. The contractor also indicated that the FB-Modified product does not require as much material as Superpave asphalt material to be placed down on the ground to get the compacted 2.5” depth. Mr.

Petrucci anticipates the final total billed cost of the project to be considerably less than \$312,759.35; however, due to the condition of the road, more material may be needed to complete the project.

Mr. Petrucci added that the contractor also recommends a double chip seal the following year after the project has been completed.

**ACTION: Motion was made by Chairman, Randy Heard, and seconded by Stephen Hurni to award the bid contract to Asphalt Maintenance Solutions, LLC in the amount of \$312,759.35. 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. Review/Consideration of Proposals Received: Request for Proposals (RFP) for Plainfield Township Act 537 Official Plan Update:

Township Manager, Tom Petrucci, noted that he received proposals from four (4) firms regarding Plainfield Township Act 537 Official Plan Update. The following chart memorializes the proposals received.

*Plainfield Township Act 537 Official Plan Update - Township Manager Review of Submitted Proposals*

Proposing Firm Name	Complete Proposal Y/N	Non-Collusion Affidavit Y/N	Total Proposed/ Estimated Project Hours	Total Project Cost (\$)	Subcontractors (As Applicable)
BCM Engineers (A Division of ATC Group Services, LLC)	Y	Y	750	\$87,402.00	None
SSM Group (Spotts, Stevens and McCoy)	Y	Y	776	\$93,900.00	None
Entech Engineering, Inc.	Y	Y	1,102	\$102,750.00	Ott Consulting, Inc.
Hanover Engineering Associates, Inc.	Y	Y	1,418	\$141,384.00	None

Mr. Petrucci noted that he has many questions regarding the proposals and recommended that the Board hold interviews with the four firms before a contract is awarded. Due to the time constraints, putting together a committee would be feasible in order to interview the firms. Jane Mellert and Joyce Lambert stated that they are available to be on the committee in addition to Mr. Petrucci.

Mr. Petrucci requested if there were any additional questions other than what has already been previously identified.

The Board discussed Stockertown Borough connecting to Forks Township Sewer Plant. Mr. Petrucci noted that his understanding is that Stockertown Borough will be installing a pipe large enough in the event that Plainfield Township would want to connect to the sewer at a later date. He added that due to the current sewer malfunctions in the area of Sullivan Trail and Belfast, this may be beneficial for the Township to have as another option. The project would cost approximately \$6,000,000.00 to \$7,000,000.00.

Chairman, Randy Heard, stated that he has an issue with the end result in terms of condemning properties if their sewer system can no longer function. Mr. Borger added that if the property owner is not able to install a system, nor a sand mound, or the system ultimately fails, then there is no other choice but to condemn the properties. Township Engineer, Mike Kukles, noted that the original Act 537 Plan was done over 40 years ago. However, on the plan, the Belfast area was notated as an area to receive public sewer services.

Resident, Millie Beahn, added that there were many concerned citizens back then that fought the placement of public sewer in this area. Mr. Petrucci noted that with respect to the Act 537 Plan Update, the goal is not to install public sewer within Plainfield Township. This matter is something that can be addressed in the plan, however, there are many items within the plan update that must be addressed. He added that this plan is something that needs to be updated every 10 years.

The only suggestion was that a large enough pipe could be installed if the Township were to ever connect to the sewer plant within the future. This hook-up would only be for specific areas in the Township. Ms. Beahn noted that there are too many agencies involved in this plan including the Department of Environmental Protection (DEP) and they are attempting to take control of the entire situation. Mr. Petrucci added that the plan is not about condemning properties because their septic is malfunctioning. This option was simply to plan for the future in order to eliminate any issues that may arise in the future with respect to septic systems.

Mr. Borger added that if a resident's system were to fail and a new system is not feasible due to their lot size, their home would be condemned, they will not be able to live there anymore. However, if there was public sewer available, this is one way that condemning the property could be avoided. At this time, no vote was necessary.

4. Consideration of Approval of Resolution #2019-11: Dirt, Gravel and Low Volume Roads Program for Long Road – Option 1; Option 2 (Northampton County Conservation District)- Application Due May 7, 2019:

Mr. Petrucci noted that two residents inquired late last year whether the Township would consider paving Long Road. Long Road is not in any condition to be paved at this time without first conducting significant base/stormwater work. The roadway is situated along a stream that has beds and banks, and it experiences significant instances of erosion and stormwater runoff during most rainfall events.

Township Manager, Tom Petrucci, and Township Engineer, Mike Kukles attended a meeting with NCCD personnel, as well as representatives from the Penn State Center for Dirt and Gravel Road Studies. There are two options to remediate the current condition of the roadway. Additionally, there is approximately \$200,000.00 in funding available through the Dirt, Gravel, and Low Volume Road Maintenance Program which is administered by the NCCD. The following two options are identified as follows:

1. Option 1 (Road Base and Drainage Improvements)
2. Option 2 (Road Abandonment and Streambank Restoration)

The following chart memorializes the approximate costs for each option.

**Long Road Option 1 (Road Base and Drainage Improvements) Preliminary Cost Estimate (prepared by Township Manager)\***  
*Estimate Assumes All Work to be Conducted by Plainfield Township Local Force Account Labor*

Material	Unit Price	Unit of Measurement	Quantity	Total Price
2A Stone for 4,444 square yards of fill at a 12" depth	\$13.00	Tons	2,667	\$34,671.00
18" x 20' HDPE Crosspipes	\$250.00	Each	9	\$2,250.00
24' x 20' HDPE Stream Crossing	\$400.00	Each	1	\$400.00
Precast Concrete Endwalls	\$700.00	Each	10	\$7,000.00
Precast Concrete Headwalls	\$1,900.00	Each	10	\$19,000.00
6" Underdrain	\$6.00	Linear Feet	1,000	\$6,000.00
Precast Concrete Box Culvert and Wingwalls 5' x 24'	\$120,000.00	Lump Sum	1	\$120,000.00
Demolition of Existing Crosspipes/Stream Crossings	\$2,500.00	Lump Sum	1	\$2,500.00
Geotextile Fabric	\$30.00	Square Yard	100	\$3,000.00
Seeding/Mulching	\$40.00	Square Yard	150	\$6,000.00
Erosion and Sedimentation Control	\$15,000.00	Lump Sum	1	\$15,000.00
Permitting (Chapter 105- PA DEP)	\$40,000.00	Lump Sum	1	\$40,000.00

<b>Total</b>	<b>\$255,821.00</b>
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**Long Road Option 2 (Road Abandonment and Streambank Restoration) Cost Estimate (prepared by Township Manager)\***  
*Estimate Assumes All Work to be Conducted by Contracted Force Account Labor*

Material	Unit Price	Unit of Measurement	Quantity	Total Price
Streambank Restoration (1,900 linear feet)	\$250.00	Linear Feet	1,900	\$475,000.00
Installation of Two (2) Cul-de-Sacs (6,500 square yards each)	\$15.00	Square Yards	13,000	\$195,000.00
Demolition of Existing Crosspipes/Stream Crossings	\$7,500.00	Lump Sum	1	\$7,500.00
Permitting (Chapter 105- PA DEP)	\$40,000.00	Lump Sum	1	\$40,000.00

<b>Total</b>	<b>\$717,500.00</b>
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*\*All estimated costs would need to be reviewed by the Township Engineer prior to the submission of a grant to the Northampton County Conservation District. These cost estimates are provided at this time as a general decision-making guide in order to determine whether the Board of Supervisors are in favor of submitting a grant to the Northampton Conservation District.*

Mr. Petrucci added that there would be efforts made to prepare Long Road to be paved at a later date. He added that based on previous conversations with residents in that area, they are not in agreement with option #2. Based on the feedback from residents and approximate cost for the project, Mr. Petrucci recommended the Board to move forward with option #1.

The Board was supportive of moving forward with option #1. Mr. Petrucci will submit a grant application to Northampton County Conservation District for the Dirt, Gravel, and Low Volume Road Maintenance Grant Program to conduct a road base and drainage improvements to Long Road.

**ACTION: Motion was made by Stephen Hurni and seconded by Chairman, Randy Heard, to approve Resolution #2019-11. *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:**

*Millie Beahn*- Ms. Beahn noted that there are a few trees off of Heitzman Road that may come down during a storm event. Mr. Petrucci noted that there is a new policy that has been put in place where the Township can now address those issues with trees if the tree is within the Township right-of-way. Mr. Petrucci will look into this issue.

*Wanda Gruber*- Ms. Gruber stated that she was disappointed in the street sweeper that came in through on Oak Tree Lane. She stated that it created a lot of dust of where she was working and that they went around the same area approximately five (5) times.

#### **BOARD OF SUPERVISORS REPORTS:**

1. *Glenn Borger, Vice Chairman*- No Report
2. *Joyce Lambert*- No Report

*Jane Mellert*- Ms. Mellert attended the EMS and Fire Seminar at the PSATS Conference. She noted that she has a better understanding of how important it is to have emergency personnel. Due to external factors, the current cost of EMS vehicles are approximately \$300,000.00.

Ms. Mellert added that she was copied on a letter from Lower Mount Bethel Township Manager Ms. Jennifer Smethers. She noted that Ms. Smethers' made many valid points of concerns. Ms. Mellert requested that Mr. Petrucci construct a letter stating the comments that the Board is in agreement with which should include the following:

- Plainfield Township is inclined to support an extension to complete the overall Slate Belt Multi-Municipal Plan project if the need for an extension is determined necessary throughout the planning process. However, the Advisory Committee should endeavor to deliver the project on schedule at the outset of the project. Additionally, the Township concurs with the expressed sentiment of Lower Mount Bethel Township officials that it would be prudent to forward out the Slate Belt Rising proposal/grant award documentation to the Advisory Committee as a whole for reference.
- Plainfield Township would support a weighted system of voting based on a proportionate share formula that equitably factors in the population and/or land area (square mileage) of each participating community. Additional discussion concerning this point should take place during the May 1<sup>st</sup> Advisory Committee meeting.
- Plainfield Township concurs with the following recommendation of Lower Mount Bethel Township: “Agenda items should be provided to the municipalities at least two weeks prior to each Steering Committee meeting as this will allow time for research and review by the Boards of each municipality as well as their various committees and stakeholders.”
- Plainfield Township has expressed no specific preference as to whether an impartial mediator/backup system or a Chair/Vice Chair system is utilized in order to run the meetings. In the event that a Chair/Vice Chair system is selected by the Advisory Committee as the collective preferred method of running the meetings, the Intermunicipal Agreement should include language that clearly indicates that the individuals selected as the Chair and Vice Chair have no additional authority over any other members of the Advisory Committee other than to facilitate running the Advisory Committee meetings in an efficient manner.
- The Plainfield Township governing body is committed to working collaboratively with all of the Slate Belt communities in order to develop a Multi-Municipal Comprehensive Plan that clearly delineates a regional strategic plan, develops an overall community vision, and outlines implementable goals for the Slate Belt region to achieve. In accordance with the need for the communities to collectively work together to complete this project successfully, Plainfield Township does not believe that participating communities should enter into the early stages of the project with the mindset that they can simply withdraw from the project at a later date. However, the Township recognizes that even the most well-planned initiatives may experience unanticipated occurrences. Accordingly, the Township would support a financial penalty (to be determined by the Committee as a whole) imposed on those municipalities that subsequently elect to withdraw from the project early or fail to adopt the Multi-Municipal Comprehensive Plan in accordance with the requirements of

the Municipalities Planning Code. As with the proportionate voting share topic, discussion on this item should occur during the May 1<sup>st</sup>, 2019 Advisory Committee meeting.

Mr. Petrucci will write up the letter commenting on the points discussed by the Board.

3. **Stephen Hurni-** Mr. Hurni noted that the Slate Belt COG has met with a new Executive Director and she will be on a three (3) month trial basis. He noted that while he was at PSATS, he met the Governor. Additionally, Green Knights Economic Development Corporation is back into the grant process. Mr. Hurni stated that the mortgage will soon be paid off which will leave extra funds for scholarships and grants.

4. **Randy Heard, Chairman-** No Report

**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 8:27 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 Stefanelli, under the direction of the Township Manager/Secretary.*