

**PLAINFIELD TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
MARCH 24, 2022**

The second regular meeting of the Plainfield Township Board of Supervisors was held on Thursday, March 24, 2022 at the Plainfield Township Municipal Building, which is located at 6292 Sullivan Trail, Nazareth, PA 18064. The meeting public notice was duly advertised in the January 4, 2022 issue of the *Express-Times* newspaper.

Chairman, Glenn Borger, called the meeting to order at 7:00 P.M. The Pledge of Allegiance was performed.

**ROLL CALL:**

The following Supervisors answered roll call: Chairman Glenn Borger, Vice-Chairman Stephen Hurni, Supervisor Jane Mellert, and Supervisor Donald Moore. Supervisor Randy Heard was excused from attending the meeting.

Also present was Township Manager Thomas Petrucci.

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

1. Discussion: Use of American Rescue Plan Act (ARPA) Funds:

Township Manager Petrucci reported that the United States Treasury has now issued the Final Rule for the use of ARPA Funds- effective April 1, 2022. The Final Rule allows municipalities to claim a standard allowance loss of tax revenue up to \$10,000,000.00 as a standard allowance, thereby expanding the potential usage of the funds above and beyond expenditures related only to mitigating the impacts of the COVID-19 pandemic. If the Board is inclined to utilize the standard allowance method, the Township need only to memorialize that decision via an approved resolution and report this action to the United States Treasury with the report that is due on April 30, 2022.

The members of the Board of Supervisors confirmed that the desired approach of the governing body is to claim the standard allowance for the entire amount of the ARPA funds allocated to Plainfield Township. Township Manager Petrucci will prepare a resolution for the consideration of the Board of Supervisors during the Wednesday, April 13, 2022 Board of Supervisors meeting.

The Board of Supervisors generally discussed the possible eligible uses of the funds. Stormwater improvements to Engler Road and a possible renovation/expansion of the Plainfield Township Municipal Building were discussed as two (2) possible options for a more narrow focus of the potential use of the funds.

*No official action was taken by the Board of Supervisors concerning this agenda item.*

2. Discussion: S.R. 33 Closures – Fire Chief Concern – Correspondence Dated March 12, 2022:

Alex Cortezzo, who is the Chief of the Plainfield Township Volunteer Fire Company, was in attendance to discuss a letter dated March 12, 2022 that he had prepared and sent out to various local municipal and state officials to express his concerns with ongoing winter maintenance issues in the area of S.R. 33 along the Blue Mountain located in both Plainfield Township and Wind Gap Borough. Specifically, the issues that are created when the lack of winter maintenance by PennDOT necessitates a closure of S.R. 33 and then traffic becomes congested in the Township and the Borough. During these occasions, State Police and Fire Police personnel are both called out to shut down S.R. 33 and detour traffic through the local roads up and over the Blue Mountain. Fire Chief Cortezzo expressed dual concerns with Fire Police volunteers having to shut down this particularly dangerous section of S.R. 33 and the lack of winter maintenance by PennDOT forces at this location.

Following discussion, the Board of Supervisors directed Township Manager Petrucci to facilitate a meeting (non-public) in the near future with the following officials in order to attempt to correct this ongoing issue before the 2022-2023 winter maintenance season:

- PennDOT District 5-0 County Maintenance Officials
- Emergency Management Coordinators (Northampton County, Plainfield, Wind Gap, Pen Argyl)
- Alex Cortezzo, Chief of Plainfield Township Volunteer Fire Company
- Jonathon Hoadley, Chief of Slate Belt Regional Police Department
- Senator Mario Scavello
- Senator Lisa Boscola
- Representative Ann Flood
- Pen Argyl Borough representative(s)
- Wind Gap Borough representative(s)
- Bushkill Township representative(s)
- Stockertown Borough representative(s)

*No official action was taken by the Board of Supervisors concerning this agenda item.*

3. Discussion: 2022 Refuse/Recycling Billing Cycle (Effective July 1, 2022 – Invoice Mailing Date of July 15, 2022); Possible Use of Refuse Fund Accumulated Balance:

Township Manager Petrucci reviewed the following information with the Board of Supervisors. The Board had previously requested the Township Manager to provide

options to possibly utilize the accumulated Refuse Fund balance, which was \$173,517.12 as of February 28, 2022.

1. The Township has a current Solid Waste/Recycling contract with J.P. Mascaro whereby the hauler bills residents directly on a quarterly basis. The contract is in effect for an initial term of three years (with two one year option renewal years if elected by the Board)- July 1, 2021 to June 30, 2024. The contract, which commenced on July 1, 2021, significantly increased (approximately 40%) the cost from the last solid waste/recycling contract, which was in effect from July 1, 2016 to June 30, 2021, due to various reasons (including increased recycling processing costs, increased labor costs, and increased administrative/operating costs, etc.).
2. Beginning July 1, 2022, J.P. Mascaro intends to invoice 2,355 residential billing units at a monthly cost of \$30.34 ( $\$30.34 \times \text{twelve months} \times 2,355 \text{ units} = \$857,408.40$  vs. \$857,446.92 or a difference of \$38.52 from the bid amount). The total annual cost to residents in 2022 will be \$364.08/\$91.02 per quarter). In 2021 the monthly cost was \$29.76 (\$357.12 annual cost/\$89.28 per quarter), so this represents an increase of approximately two percent to residents from the first year of the contract to the second year. The quarterly invoices will be sent out by J.P. Mascaro on or about July 15, 2022. The number of residential units in 2021 was 2,372.
3. **Option 1**: If approved by the Board of Supervisors, the Township could theoretically utilize the \$173,517.12 Refuse Fund balance (or a portion thereof) and make a direct payment to J.P. Mascaro in order to offset the remaining balance of the contract years for solid waste contract years two and three.
4. **Option 2**: Purchase 2,385 sixty-five gallon recycling carts for the use of residential dwelling units. The conservatively estimated cost is \$150,000.00.
5. **Option 3**: Purchase 2,385 forty-five gallon recycling carts for the use of residential dwelling units. The conservatively estimated cost is \$125,000.00.
6. **Option 4**: Purchase 2,385 thirty-five gallon recycling carts for the use of residential dwelling units. The conservatively estimated cost is \$100,000.00.
7. **Option 5**: The Board of Supervisors could designate the Refuse Fund as an uncommitted fund by resolution in accordance with GASB requirements and deposit the funds into the General Fund to be used for any municipal purpose. The Board could do the same thing and deposit the funds into the Capital Reserve Fund, the Environmental Fund, or the Recreation Fund as well.
8. **Option 6**: Another option presented by a member of the Board of Supervisors.
9. **Option 7**: A possible senior/low income resident refuse/recycling discount program, as suggested by Supervisor Mellert.
10. **Option 8**. Do nothing.

Following discussion, the Board of Supervisors directed Township Manager Petrucci to obtain additional information for the review of the governing body. Township Petrucci will provide a memorandum to the Board of Supervisors identifying all of the administrative requirements of a potential senior/low income resident refuse/recycling discount program. Additionally, Township Manager Petrucci will obtain formal COSTARS price quotations for the consideration of the Board of Supervisors to potentially purchase recycling containers for residents. This matter will be reviewed again during the April 13, 2022 regular Board of Supervisors meeting.

***No official action was taken by the Board of Supervisors concerning this agenda item.***

4. Discussion/Consideration of Approval of Drafting and Advertisement: Revision to Planning Commission Application Submission Deadline – Amendment to Chapter 22 (Subdivision and Land Development) of the Code of Ordinances:

During the Monday, March 21, 2022 Planning Commission meeting, the Planning Commission members had expressed a concern with the lack of sufficient time to review the voluminous materials that are generated by Plainfield Township staff and professional consultants related to agenda items. It was identified that the members of the Planning Commission did not receive the review letters issued by Plainfield Township staff and professional consultants until late in the day on the Friday before the meeting.

The Board of Supervisors discussed various potential options/actions to potentially remedy this problem, including extending the Planning Commission application submission deadline from the current deadline, which is twenty-one (21) days.

Supervisor Jane Mellert identified a logistical issue with the original deadline extension recommendation of the Planning Commission, which was thirty-one (31) days.

Township Manager Petrucci identified that most communities have a requirement to receive SALDO applications at least twenty-one (21) days prior to the next regularly scheduled Planning Commission meeting.

Township Manager Petrucci was directed to speak to Jeff Ott to ascertain whether or not he could commit to an earlier date to submit his professional consultant reviews to the Township. This matter will be reviewed again during the April 13, 2022 regular Board of Supervisors meeting.

***No official action was taken by the Board of Supervisors concerning this agenda item.***

5. Consideration of Approval for Next Step(s): Domestic Fowl/Poultry Ordinance:

The Board of Supervisors discussed options to attempt to bring the Backyard Chicken/Domestic Fowl/Poultry Ordinance ongoing agenda item to a conclusion. During the meeting, the members of the Board of Supervisors directed Township Manager Petrucci to send out the current versions of the following draft ordinances:

- Domesticated Poultry Ordinance
- Domesticated Fowl Nuisance Ordinance

Rather than placing this matter as an agenda item on an upcoming meeting of the Board of Supervisors, the members of the governing body will send their comments on both versions of the draft ordinances directly to Township Manager Petrucci.

**ACTION: Motion was made by Glenn Borger and seconded by Stephen Hurni to send the Domesticated Poultry and Domesticated Fowl Nuisance Ordinance to the Environmental Advisory Council.**

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

**Motion failed. Vote 2-2, with Glenn Borger and Stephen Hurni voting “yes” and Donald Moore and Jane Mellert voting “no”.**

*No official action was taken by the Board of Supervisors concerning this agenda item.*

**CITIZEN’S AGENDA/NON-AGENDA:**

It was requested that Plainfield Township replace the torn and tattered Commonwealth of Pennsylvania flag at the Plainfield Township Municipal Building.

**ADJOURNMENT:**

Having no further business to come before the Board of Supervisors, a motion was made by Stephen Hurni and seconded by Donald Moore to adjourn the meeting. The motion was approved unanimously.

The meeting adjourned at 9:38 P.M.

Respectfully submitted,

Thomas Petrucci  
Township Manager/Secretary  
Plainfield Township  
Board of Supervisors