



PLAINFIELD TOWNSHIP BOARD OF SUPERVISORS AGENDA

October 12, 2022

**SPECIAL MEETING (6:00 PM-7:00 PM)
2023 BUDGET (DRAFT)**

REGULAR MEETING (7:00 PM EST)

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

- I. CALL TO ORDER – CHAIRMAN, GLENN BORGER**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL – SELMA RITTER, SECRETARY/TREASURER**

a. Board of Supervisors Roll Call

Glenn Borger, Chairman	Paul Levits, Supervisor
Donald Moore, Supervisor	Vacant, Vice-Chairman
Jane Mellert, Supervisor	David Backenstoe, Esquire, Solicitor
Sharon Pletchan, Zoning Officer	Selma Ritter, Secretary/ Treasurer
Jeff Ott, P.E., Township Engineer	

- IV. ANNOUNCEMENT –** Eight (8) Candidates applied for the two (2) vacant Board of Supervisor positions left by Randy Heard, term expires 01/01/2026, and Stephen Hurni, term expires 01/01/2024. On October 05, 2022, all eight (8) Candidates were interviewed during a special public meeting. On October 07, 2022, another special public meeting was held and the BOS appointed Paul Levits as Supervisor to fill the vacancy left by Randy Heard. A second Candidate will be considered this evening to fill the vacancy left by Stephen Hurni.

SPECIAL MEETING - 2023 PROPOSED BUDGET

V. DISCUSSION OF PROPOSED 2023 BUDGET

- a. Revenues
- b. Expenditures
- c. Donation Appeal Letters
 - i. Bushkill Stream Conservancy, \$250.00 Donation Request
 - ii. Slate Belt Heritage Center, \$150.00 Donation Request
 - iii. Peaceable Kingdom, Inc., Any Donation Amount
- d. Correspondence
 - i. Pennsylvania Department of Transportation, Notice of Estimated Allocation of Municipal Liquid Fuels and Turnback for 2023, in the Amount of \$275,081.98
 - ii. Keycodes Inspection Agency 2023 Fee Schedule-Miscellaneous Services
 - iii. David Backenstoe, Enquire 2023 Hourly Rate at \$150.00/per hour

REGULAR MEETING

VI. BOARD OF SUPERVISOR VACANCY, DUE TO *STEPHEN HURNI RESIGNATION, Term Expires 01/01/2024*

- a. *Consideration and Appointment:*
 - 1. Joseph Colosi
 - 2. Terry Kleintop
 - 3. Kenneth Fairchild
 - 4. David Johnson Sr.
 - 5. Mark Powell
 - 6. Nolan Kemmerer
 - 7. Paige Stefanelli

VII. REORGANIZATION

- a. *Consideration and Appointment:* Vice-Chairman

VIII. TREASURER — SELMA RITTER:

- a. *Consideration of Approval:*
 - September, 2022 General Fund Disbursements (***\$637,770.08***)
 - September, 2022 Capital Reserve Fund Disbursements (***\$48,439.49***)
 - September, 2022 Environmental Fund Disbursements (***\$0.00***)
 - September, 2022 Highway Aid Fund Disbursements (***\$0.00***)

- September, 2022 Host Retro Agreement Fund Disbursements (\$0.00)
- September, 2022 Open Space Fund Disbursements (\$0.00)
- September, 2022 Recreation Fund Disbursements (\$0.00)
- September, 2022 Refuse Fund Disbursements (\$100.00)

b. *Consideration of Approval:* September 2022 Treasurer's Report

IX. TOWNSHIP ENGINEER – JEFF OTT, P.E.:

a.

X. CURRENT BUSINESS:

a. *Consideration of Approval:* September 14, 2022 Regular Meeting Minutes (DRAFT) – to be provided at a future BOS meeting

b. *Consideration of Approval:* September 29, 2022 Regular Meeting Minutes (DRAFT)

c. *Consideration of Approval:* October 05, 2022 Special Meeting Minutes for BOS Candidate Interviews (DRAFT)

d. *Consideration of Approval:* October 07, 2022 Special Meeting Minutes for BOS Candidate Appointments (DRAFT)

e. *Consideration of Approval:* Receipt of Non-Uniform Pension Plan State Aid- \$36,263.16:

- 2022 Defined Benefit Minimum Municipal Obligation (MMO) amount- \$38,299.00
- Amount paid to date for 2022 Defined Benefit MMO- \$28,724.25
- Distribution to Nationwide Custodian Account- \$9,574.75
- \$26,688.41 of State Aid kept in General Fund
- Remainder of 2022 Defined Contribution MMO based on actual payroll disbursements

f. *Consideration of Approval:* Health Insurance Open Enrollment Period Approval – October 31, 2022 to November 11, 2022

g. *Consideration of Approval:* Kobalt Construction, Inc. August 2022 Pay Application No. 1, in the Amount of \$64,971.00, for the Plainfield Township Salt Storage Shed

h. *Consideration of Approval:* Kobalt Construction, Inc. September 2022 Pay Application No. 2, in the Amount of \$112,500.00, for the Plainfield Township Salt Storage Shed

i. *Consideration of Approval:* Emergency Systems Service Company Annual

Maintenance Agreement, in the Amount of \$1,096.65, Expiring One-Year From the Date Signed

- j. **Consideration of Approval:** Re-Advertisement for Administrative Assistant Position
- k. **Approval:** Transfer of American Rescue Plan Act Direct Deposit Payment into General Fund Account (Received 09/08/2022) to American Rescue Plan Act Fund: \$2,556.15
- l. **Approval:** Transfer of American Rescue Plan Act Direct Deposit Payment into General Fund Account (Received 09/09/2022) to American Rescue Plan Act Fund: \$327,180.46
- m. **Discussion:** Parking Issue(s) at Municipal Park, During Sport Events
- n. **Discussion:** 2013 Ford Explorer
- o. **Consideration of Approval:** Revised Fidelity Bank Documents, to Allow the Same Capacity to Business Online Access as the Previous Manager Had and to Update the Access Signatories
- p. **Consideration and Approval:** CRG Management Waiver Requests
- q. **Approvals:** 2021 Growing Greener Grant Funds, of \$20,000.00
 - i. Secretary to Open a New *2021 Growing Greener* Bank Account at Fidelity Bank
 - ii. Transfer of \$20,000.00 Grant Funds from Environmental Fund to New *2021 Growing Greener* Sub-Account, Within the Environmental Fund
- r. **Consideration and Approval:** General Code 2022 Code Codification, Dated 10/06/2022, for the Amount Between \$4,180.00 and \$4,975.00

XI. PREVIOUS BUSINESS:

- a. **Slate Belt Multi-Municipal Comprehensive Plan – Monthly Update**
 - i. Plan Slate Belt Multi-Municipal Comprehensive Plan (DRAFT-Received July 29, 2022)
- b. **Plainfield Township MS4/Stormwater Management Program – Monthly Briefing**
 - i. The MS4 report was submitted before the deadline of 09/30/2022.
- c. **Consideration for Advertisement:** An Ordinance 41X, Amending Chapter 27,

Part 3 (Zoning Districts and Use Regulations), Section 318 (Accessory Uses) (§27-318) to add “Raising and Keeping of Backyard Chickens and Backyard Fowl”; Amending Chapter 27, Part 2, Section 202 (Definitions) (§27-202) to add “Raising and Keeping of Backyard Chickens and Backyard Fowl”; Conflict; Severability: Repealer; Effective Date

- d. **Update:** Clean Fill Ordinance
- e. **Update:** Draft Warehouse Ordinance
 - i. The definitions have been updated.
 - ii. The draft Ordinance will need to be reviewed along with the setback information that Tom Petrucci provided.
- f. **Consideration of Approval:** Delegator for Slate Belt Regional Police Department
 - i. Permeant Replacement for Steve Hurni
- g. **Update:** Terms Expiring January 01, 2023
 - i. Environmental Advisory Council (EAC) – two vacancies.
 - ii. Zoning Hearing Board.
 - iii. Recreation Board.
- h. **Consideration of Approval:** Discussion on Use of American Rescue Plan Act (ARPA) Funds
- i. **Consideration of Approval:** Feasibility Study – Additions to Township Building (Follow-Up to Discussion on Use of American Rescue Plan Act Funds)
- j. **Update and Consideration:** Northern Tier Trail Connections
- k. **Consideration of Approval:** Huratiak Homes, LLC Land Development Waiver Request - UPDATE

XII. BOARD AND FIRE COMPANY and AMBULANCE REPORTS:

- a. Planning and Zoning Report- September, 2022
- b. Road Department Report- September, 2022
- c. Recreation Board Report- September, 2022
- d. Fire Company and Ambulance Report- September, 2022

XIII. SLATE BELT REGIONAL POLICE DEPARTMENT REPORT:

- a. Slate Belt Regional Police Department Monthly Report- September, 2022

XIV. CITIZEN’S AGENDA/NON-AGENDA (*There is a 5-minute time limit for speakers. Please state your name prior to addressing the Board of Supervisors*)*

*In addition to direct public participation during the meeting, written comments concerning any listed agenda items June be submitted to the Secretary by way of an email to treasurer@plainfieldtownship.org or via U.S. Mail C/O Secretary, Plainfield Township, 6292 Sullivan Trail, Nazareth, PA 18064.

XV. BOARD OF SUPERVISORS REPORTS:

- a. Jane Mellert
 - i. Discussion: Fall Road Inspection
 - ii. Discussion: Dead and leaning trees along the roadways and trees at the Plainfield Township Farmers Grove
 - iii. Discussion: Slate Belt Regional Police Department (SBRPD)
- b. Donald Moore
- c. Glenn Borger

XVI. SOLICITOR’S REPORT – DAVID BACKENSTOE, ESQUIRE

XVII. ADJOURNMENT