



PLAINFIELD TOWNSHIP BOARD OF SUPERVISORS AGENDA

December 14, 2022
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, Vice-Chairman
Donald Moore, Supervisor	Kenneth Fairchild, Supervisor
Jane Mellert, Supervisor	David Backenstoe, Esquire, Solicitor
Jeff Ott, P.E., Township Engineer	Selma Ritter, Secretary/ Treasurer
Sharon Pletchan, Zoning Officer	

- IV. **ANNOUNCEMENT of EXECUTIVE SESSIONS HELD:**
 - i. November 15, 2022, 8:14 p.m. - 9:14 p.m.
 - ii. November 18, 2022, 8:33 p.m. - 9:10 p.m. (after the special Board of Supervisor 2023 Budget meeting).
 - iii. November 28, 2022, 8:25 p.m. - 8:55 p.m. (after the special Board of Supervisor 2023 Budget meeting).
 - iv. December 06, 2022, 5:45 p.m. - 8:30 p.m.
 - v. December 08, 2022, 5:45 p.m. - 7:30 p.m.

All of the above referenced Executive Session were to discuss personnel, with no action taken.

V. **PRESENTATION:** Lehigh Valley Planning Commission, re: 2019 Community of Distinction Award

VI. **TREASURER — SELMA RITTER:**

- a. **Consideration of Approval:**
 - i. November 2022 General Fund Disbursements (**\$106,026.44**)
 - ii. November 2022 Capital Reserve Fund Disbursements (**\$198,216.27**)
 - iii. November 2022 Environmental Fund Disbursements (**\$00**)
 - iv. November 2022 Highway Aid Fund Disbursements (**\$0.00**)
 - v. November 2022 Host Retro Agreement Fund Disbursements (**\$00**)
 - vi. November 2022 Open Space Fund Disbursements (**\$0.00**)
 - vii. November 2022 Recreation Fund Disbursements (**\$00**)
 - viii. November 2022 Refuse Fund Disbursements (**\$00**)
- b. **Consideration of Approval:** November 2022 Treasurer’s Report

VII. **TOWNSHIP ENGINEER – JEFF OTT, P.E.:**

- a. **Consideration of Approval:** Approval of 975 Benders Church Road Lot Consolidation
- b. **Consideration of Approval:** 1131 Pleasant Drive MS4 Permit
- c. **Discussion and Consideration:** Engler Road Retaining Wall Proposal
- d. **Consideration of Approval:** Colton RV Department of Environmental Protection Bureau of Clean Water Municipal Notification of Planned Land Development for Chapter 102 Permits

VIII. **CURRENT BUSINESS:**

- a. **Consideration of Approval:** Kobalt Construction, Inc. August 2022 Pay Application No. 4, in the Amount of \$121,636.80, for the Plainfield Township Salt Storage Shed
- b. **Consideration of Approval:** October 12, 2022 BOS Special Meeting Minutes for Proposed 2023 Budget (DRAFT)
- c. **Consideration of Approval:** October 12, 2022 Regular BOS Meeting (DRAFT)
- d. **Consideration of Approval:** October 27, 2022 Regular BOS Meeting (DRAFT)
- e. **Consideration of Approval:** October 27, 2022 Special Meeting Minutes for BOS Proposed 2023 Budget (DRAFT)
- f. **Consideration of Approval:** November 09, 2022 Special Meeting Minutes for Proposed 2023 Budget (DRAFT)
- g. **Consideration of Approval:** November 15, 2022 BOS Special Meeting Minutes for Proposed 2023 Budget (DRAFT)
- h. **Consideration of Approval:** November 18, 2022 BOS Special Meeting Minutes for Proposed 2023 Budget (DRAFT)

- i. **Consideration of Approval:** November 28, 2022 BOS Special Meeting Minutes for Proposed 2023 Budget (DRAFT)
- j. **Discussion:** Correspondence from Borough of Pen Argyl, re: 2023 Slate Belt Regional Police Department Proposed Budget
- k. **Consideration of Contract Award:** 2022-2023 Bid for Regular-Grade No-Lead Gasoline, Ultra-Low Sulfur 15 PPM On-Road Diesel Fuel (No Dye) and Ultra-Low Sulfur 15 PPM Heating Fuel Oil
- l. **Consideration of Approval:** Proposed Clean-Fill Ordinance (27-323)
- m. **Consideration of Approval:** Municipal Park Improvements Project, Extension of Time to June 15, 2023
- n. **Consideration of Approval:** Conditional Offer of Employment for two (2) Temporary Part-Time Seasonal (Winter) Road Department Employees
- o. **Consideration of Approval:** Paige Stefanelli Compensation Regarding Travel Inn Legal Action
 - i. Salary: Total of 7.75 Hours at \$22.00/per hour = \$170.50
 - ii. Mileage Reimbursement: 28.4 Miles x 62.5/per mile = \$17.75
- p. **Consideration of Approval:** Paige Stefanelli Non-Uniform Pension Forfeiture, in the Amount of \$2,540.95
- q. **Consideration of Approval:** Resolution 2022-22, Transfer of Unencumbered Moneys from Multiple Township Accounts to Other Accounts within the 2022 Approved Budget and to Make Supplemental Appropriations
- r. **Discussion/Possible Official Action:** Slate Belt Regional Police Department (SBRPC) Rental Income
- s. **Discussion and Possible Official Action:** Correspondence from Zoning Officer, Sharon Pletchan, dated November 08, 2022
- t. **Approval of Advertisement:** Municipal Employee
- u. **Consideration for Approval:** Appointment of Interim Township Manager
- v. **Consideration for Approval:** Advertisement of Township Manager Position
- w. **Discussion and Consideration of Approval:** Appointment and Compensation of Township Secretary and Township Treasurer
- x. **Consideration of Approval:** Pennsylvania State Veterans' Commission Real Estate Tax Exemption for 956 Constitution Avenue, Pen Argyl
- y. **Consideration of Approval:** 2023 Plainfield Township Annual Meeting Schedule

IX. PREVIOUS BUSINESS:

- a. **Update:** Terms Expiring January 01, 2023
 - i. Environmental Advisory Council (EAC) – two vacancies.
 - ii. Zoning Hearing Board.
 - iii. Recreation Board.
- b. **Discussion:** Slate Belt Multi-Municipal Comprehensive Plan
 - i. Monthly Steering Committee Meeting Update
 - ii. Second Report from Planning Consultant
 - iv. Next steps

- c. *Update:* Act 537 Sewage Facilities Plan
- d. *Consideration of Approval* Create Resilience HUB - Nurture Nature Center Community Partnership
- e. *Consideration of Approval:* Quote for Top Soil Screener

X. BOARD AND FIRE COMPANY and AMBULANCE REPORTS:

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

XI. SLATE BELT REGIONAL POLICE DEPARTMENT REPORT:

- a. Slate Belt Regional Police Department Monthly Report- November 2022

XII. 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.

XIII. BOARD OF SUPERVISORS REPORTS:

- a. Glenn Borger
- b. Ken Fairchild
- c. Paul Levits
- d. Jane Mellert
- e. Donald Moore
 - i. Warehouse Ordinance Status Update

XIV. SOLICITOR’S REPORT – DAVID BACKENSTOE, ESQUIRE

- a. *Consideration of Approval:* Resolution 2022-23, Implementing Act 57 of 2022 Which Provides for Property Tax Penalty Waiver Provisions
- b. *Discussion and Consideration of Approval:* Walter Schlegel Agricultural Security Area Application for Parcel E8-22-4

XIV. ADJOURNMENT