

PLAINFIELD TOWNSHIP REORGANIZATION MEETING MINUTES



JANUARY 3, 2017 – 5:30PM

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

Presiding 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: Randy Heard, Glenn Borger, Jane Mellert, Joyce Lambert, and Stephen Hurni.

Also present were Solicitor David Backenstoe, Esq., Treasurer Katelyn Kopach and Township Manager Thomas Petrucci

NOMINATION AND ELECTION OF TEMPORARY CHAIRMAN

ACTION: Motion was made by Stephen Hurni to appoint Randy Heard as the Temporary Chairman of the Board of Supervisors. Randy Heard proceeded with the Temporary Chairman's Agenda.

TEMPORARY CHAIRMAN'S AGENDA- NOMINATION AND ELECTION OF CHAIRMAN AND ASSUMPTION OF CHAIR:

ACTION: Motion was made by Stephen Hurni and seconded by Joyce Lambert to select Randy Heard as the Chairman of the Board of Supervisors for 2017. The motion was approved. Vote 4-0-1, with Mr. Heard abstaining.

(THE 2017 CHAIRMAN, RANDY HEARD, WAS SEATED)

NOMINATION AND ELECTION OF VICE CHAIRMAN:

ACTION: Motion was made by Stephen Hurni and seconded by Randy Heard to nominate and elect Glenn Borger as the Vice Chairman of the Board of Supervisors for 2017. The motion was approved. Vote 4-0-1, with Mr. Borger abstaining.

TOWNSHIP ADMINISTRATIVE POSITIONS (APPOINTED ANNUALLY):

1. Appointment of Township Manager/Secretary –Thomas Petrucci

ACTION: Motion was made by Randy Heard and seconded by Stephen Hurni to appoint Thomas Petrucci as the Township Manager/Secretary for 2017. The motion was approved. Vote 5-0.

2. Appointment of Township Treasurer – Katelyn Kopach

ACTION: Motion was made by Jane Mellert and seconded by Joyce Lambert to appoint Katelyn Kopach as the Township Treasurer for 2017. The motion was approved. Vote 5-0.

TOWNSHIP SOLICITOR (APPOINTED ANNUALLY):

1. Appointment of Solicitor and Fees – David M. Backenstoe, Esquire

ACTION: Motion was made by Randy Heard and seconded by Stephen Hurni to appoint David M. Backenstoe, Esquire, as the Township Solicitor for 2017 at the rate of \$120.00 per hour pursuant to the letter provided by Mr. Backenstoe dated November 11, 2016. The motion was approved. Vote 5-0.

TOWNSHIP LABOR ATTORNEY (APPOINTED ANNUALLY):

1. Appointment of Labor Attorney and Fees – Neil Morris, Esquire

ACTION: Motion was made by Stephen Hurni and seconded by Randy Heard to appoint Neil Morris, Esquire, as the Township Labor Attorney for 2017 at the rate of \$315.00 per hour pursuant to the letter provided by Mr. Morris dated November 21, 2016. The motion was approved. Vote 5-0.

TOWNSHIP ENVIRONMENTAL LEGAL COUNSEL (APPOINTED ANNUALLY):

1. Appointment of Environmental Legal Counsel and Fees

ACTION: Motion was made by Glenn Borger and seconded by Jane Mellert to appoint Chris Nidel, Esquire, and John Kotsatos, Esquire as Township Environmental Legal Counsel for 2017 at the rate of \$100.00 per hour for both. The motion was approved. Vote 4-0-1, with Mr. Hurni abstaining.

TOWNSHIP ENGINEER (APPOINTED ANNUALLY):

1. Appointment of Township Engineer and Fees – Ott Consulting Inc. (Michael Kukles, P.E.)

ACTION: Motion was made by Stephen Hurni and seconded by Glenn Borger to appoint Ott Consulting, Inc. (Michael Kukles, P.E. representing) as the Township Engineer for 2017 pursuant to the 2017 Fee Schedule, as provided. The motion was approved. Vote 5-0.

TOWNSHIP ENGINEER (ALTERNATES) (APPOINTED ANNUALLY):

1. Appointment of Alternate Township Engineer and Fees for Janson Woods Subdivision – Keystone Consulting Engineers, Inc. (Kevin Harwick, P.L.S.)

ACTION: Motion was made by Stephen Hurni and seconded by Joyce Lambert to appoint Keystone Consulting, Inc. (Kevin Harwick, P.L.S representing), as the Alternate Township Engineer for 2017 for the Janson Woods Subdivision pursuant to the 2017 Fee Schedule, as provided. The motion was approved. Vote 5-0.

2. Appointment of Alternate Township Engineer and Fees for Synagro Technologies, Inc. – Hanover Engineering Associates, Inc. (Farley Fry, P.E. and Robert Lynn, P.E.)

ACTION: Motion was made by Glenn Borger and seconded by Randy Heard to appoint Hanover Engineering Associates, Inc. (Farley Fry, P.E. and Robert Lynn, P.E. representing), as the Alternate Township Engineer for 2017 for the Synagro Technologies, Inc. matter pursuant to the 2017 Fee Schedule, as provided. The motion was approved. Vote 4-0-1, with Mr. Hurni abstaining.

LANDFILL INSPECTOR AND FEES (APPOINTED ANNUALLY):

1. Primary – Christopher Taylor (Hanover Engineering Associates, Inc.)

ACTION: Motion was made by Randy Heard and seconded by Glenn Borger to appoint Christopher Taylor (Hanover Engineering Associates, Inc.), as the Primary Landfill Inspector for 2017 pursuant to the 2017 Fee Schedule, as provided. The motion was approved. Vote 5-0.

2. Alternate – Jacob Schray (Hanover Engineering Associates, Inc.)
Rates set pursuant to 2017 Fee Schedule, as provided

ACTION: Motion was made by Randy Heard and seconded by Glenn Borger to appoint Jacob Schray (Hanover Engineering Associates, Inc.), as the Alternate Landfill Inspector for 2017 pursuant to the 2017 Fee Schedule, as provided. The motion was approved. Vote 5-0.

WETLANDS/ENVIRONMENTAL CONSULTANT (APPOINTED ANNUALLY):

1. Wetlands/Environmental Consultant – Hanover Engineering Associates, Inc. – Jason E. Smith, P.W.S.

ACTION: Motion was made by Glenn Borger and seconded by Joyce Lambert to appoint Jason E, Smith, P.W.S. (Hanover Engineering Associates, Inc.), as the Wetlands/Environmental Consultant for 2017 pursuant to the 2017 Fee Schedule, as provided. The motion was approved. Vote 5-0.

ZONING HEARING BOARD (FIVE YEAR TERM):

1. Appointment of Zoning Hearing Board Member

ACTION: Motion was made by Joyce Lambert and seconded by Randy Heard to appoint Mr. Greg Szynalski to a five year term as a member of the Zoning Hearing Board. The motion was approved. Vote 5-0.

2. Appointment of Zoning Hearing Board Alternate Member(s)

ACTION: Motion was made by Stephen Hurni and seconded by Joyce Lambert to appoint Geoffrey Worthington as the Alternate Zoning Hearing Board Member for 2017 (annual appointment). The motion was approved. Vote 5-0.

ZONING OFFICER (APPOINTED ANNUALLY):

1. Appointment of Zoning Officer – John Lezoche (KeyCodes Inspection Agency)

ACTION: Motion was made by Randy Heard and seconded by Glenn Borger to appoint John Lezoche as the Zoning Officer for 2017 pursuant to the 2017 Fee Schedule as follows: \$50.00 per hour for normal working hours between 7:00AM and 5:00PM; \$70.00 per hour after 5:00PM for attendance at Planning Commission meetings and Zoning Hearings. The motion was approved. Vote 5-0.

ALTERNATE ZONING OFFICER (APPOINTED ANNUALLY):

1. Appointment of Alternate Zoning Officer – Thomas Petrucci

ACTION: Motion was made by Randy Heard and seconded by Stephen Hurni to appoint Thomas Petrucci as the Alternate Zoning Office for 2017. The motion was approved. Vote 5-0.

BUILDING CODE OFFICIAL/INSPECTOR (APPOINTED ANNUALLY):

1. Appointment of Building Code Official/Inspector – KeyCodes Inspection Agency (Rates pursuant to 2017 Fee Schedule, which includes the 5% administrative charges as set forth within the Fee Schedule)

ACTION: Motion was made by Stephen Hurni and seconded by Joyce Lambert to appoint KeyCodes Inspection Agency as the Building Official/Inspector for 2017 pursuant

to the 2017 Fee Schedule, which includes the 5% administrative charges as set forth with the Fee Schedule, as provided. The motion was approved. Vote 5-0.

ZONING HEARING BOARD SOLICITOR RATE:

1. Zoning Hearing Board Solicitor and Fees – James Zulick, Esquire

Discussion took place as to what entity of the Township is responsible for appointing the Zoning Hearing Board. Township Manager Petrucci and Solicitor Backenstoe confirmed that the Zoning Hearing Board itself appoints its own Solicitor, and that the Board of Supervisors sets the rate for the Solicitor.

ACTION: Motion was made by Stephen Hurni and seconded by Randy Heard to set the rate of the Zoning Hearing Board Solicitor for 2017 at \$120.00 per hour. The motion was approved. Vote 4-1, with Glenn Borger voting no.

PLANNING COMMISSION (FOUR YEAR TERM):

1. Appointment of Planning Commission Member

ACTION: Motion was made by Stephen Hurni and seconded by Joyce Lambert to appoint Mr. Robert Cornman to a four year term as a member of the Planning Commission. The motion did not pass. Vote 2-3, with Stephen Hurni and Joyce Lambert voting “yes” and Randy Heard, Glenn Borger and Jane Mellert voting “no”.

ACTION: Motion was made by Glenn Borger and seconded by Randy Heard to appoint Mr. Jeffrey Beaven to a four year term as a member of the Planning Commission. The motion was approved. Vote 3-2, with Randy Heard, Glenn Borger and Jane Mellert voting “yes” and Joyce Lambert and Stephen Hurni voting “no”.

PLANNING COMMISSION SECRETARY (APPOINTED ANNUALLY):

1. Appointment of Planning Commission Secretary – Joyce Lambert

ACTION: Motion was made by Stephen Hurni and seconded by Randy Heard to appoint Joyce Lambert as the Planning Commission Secretary for 2017. The motion was approved. Vote 4-0-1, with Joyce Lambert abstaining.

PLANNING COMMISSION SECRETARY RATE:

1. The Planning Commission Secretary’s rate will be set by the Elected Auditors.

RECREATION BOARD (FIVE YEAR TERM):

1. Appointment of Recreation Board Member(s)

ACTION: Motion was made by Stephen Hurni and seconded by Joyce Lambert to appoint Tony Borger to a five year term as a member of the Recreation Board. The motion was approved. Vote 4-0-1, with Glenn Borger abstaining.

VACANCY BOARD CHAIRMAN: (ONE YEAR TERM):

1. Appointment of Vacancy Board Chairman

ACTION: Motion was made by Stephen Hurni and seconded by Randy Heard to appoint Mr. Joseph Hull to a one year term as the Chairman of the Vacancy Board. The motion was approved. Vote 5-0.

PSATS STATE CONVENTION/COUNTY CONVENTION:

1. Authorization for the Board of Supervisors (up to 5) and Township Manager to attend the 2017 PSATS' Annual Education Conference April 23-26, 2017 State Convention; authorizing the reimbursement of expenses in accordance with Section 1401 of the Second Class Township Code of those officials attending the State Convention

ACTION: Motion was made by Glenn Borger and seconded by Stephen Hurni to authorize the Board of Supervisors (up to 5) and the Township Manager to attend the 2017 PSATS' Annual Education Conference April 23-26, 2017 State Convention; to authorize the reimbursement of expenses in accordance with Section 1401 of the Second Class Township Code of those officials attending the State Convention. The motion was approved. Vote 5-0.

2. Appointment of Voting Delegate to the 2017 PSATS' Annual Education Conference April 23-26, 2017 State Convention

ACTION: Motion was made by Glenn Borger and seconded by Stephen Hurni to appoint Jane Mellert as the Voting Delegate representing Plainfield Township at the 2017 PSATS' Annual Education Conference April 23-26, 2017 State Convention. The motion was approved. Vote 5-0.

3. Authorization for the Board of Supervisors (up to 5) and Township Manager to attend the 2017 County Convention; authorizing the reimbursement of expenses of those officials attending the County Convention

ACTION: Motion was made by Stephen Hurni and seconded by Joyce Lambert to the Board of Supervisors (up to 5) and Township Manager to attend the 2017 County Convention; to authorize the reimbursement of expenses of those officials attending the County Convention. The motion was approved. Vote 5-0.

TAX COLLECTOR:

1. EIT TAX COLLECTOR (PURSUANT TO ACT 32) – Keystone Collections Group – Contracted by the Northampton County Tax Collection Committee
2. Northampton County Tax Collection Committee Delegate and Alternate

ACTION: Motion was made by Stephen Hurni and seconded by Randy Heard to appoint Thomas Petrucci at the Delegate for 2017 to the Northampton County Tax Collection Committee and Katelyn Kopach as the Alternate. The motion was approved. Vote 5-0.

3. Local Service Tax Collector – Keystone Collections Group (Contracted by the Board of Supervisors)
4. Act 511 Per Capita Tax Collector – annual at will – Susan Lieberman
5. Realty Transfer Tax Collector – annual at will – Recorder of Deeds Office of Northampton County
3. Delinquent Per Capita Tax and Local Services Tax Collector – annual at will – H.A. Berkheimer, Inc.
4. Waste Disposal Business Privilege Tax Collector – annual at will – (Treasurer)

The Board of Supervisors confirmed that the above-listed Tax Collectors shall all remain as listed above for 2017.

ENVIRONMENTAL ADVISORY COUNCIL MEMBERS (THREE YEAR TERM):

1. Appointment of Environmental Advisory Council Members

ACTION: Motion was made by Randy Heard and seconded by Glenn Borger to appoint Terry Kleintop and Bruce Rabenold to three year terms as members of the Environmental Advisory Council. The motion was approved. Vote 5-0.

ENVIRONMENTAL ADVISORY COUNCIL SECRETARY (APPOINTED ANNUALLY):

1. Appointment of Environmental Advisory Council Secretary – Jane Mellert

ACTION: Motion was made by Randy Heard and seconded by Stephen Hurni to appoint Jane Mellert as the Environmental Advisory Council Secretary for 2017. The motion was approved. Vote 4-0-1, with Jane Mellert abstaining.

EAC SECRETARY’S RATE:

1. The EAC Secretary’s rate will be set by the Elected Auditors.

MISCELLANEOUS TOWNSHIP OFFICIALS (APPOINTED ANNUALLY):

1. Subdivision Administrator – Thomas Petrucci

ACTION: Motion was made by Stephen Hurni and seconded by Jane Mellert to appoint Thomas Petrucci at the Subdivision Administrator for 2017. The motion was approved. Vote 5-0.

2. Refuse Fee Collector – Katelyn Kopach

ACTION: Motion was made by Randy Heard and seconded by Glenn Borger to appoint Katelyn Kopach as the Refuse Fee Collector for 2017. The motion was approved. Vote 5-0.

3. Junkyard Administrator – John LeZoche, Zoning Officer

ACTION: Motion was made by Randy Heard and seconded by Stephen Hurni to appoint John Lezoche as the Junkyard Administrator for 2017. The motion was approved. Vote 5-0.

4. Road Foreman - Larry Sapone (pursuant to Collective Bargaining Agreement effective 01/01/2015 through 12/31/2018)

ACTION: Motion was made by Randy Heard and seconded by Stephen Hurni to appoint Larry Sapone as the Road Foreman for 2017 pursuant to Collective Bargaining Agreement effective 01/01/2015 through 12/31/2018. The motion was approved. Vote 5-0.

5. Sewage Enforcement Officer and Fee Schedule – Daniel Mantz, Ott Consulting, Inc. (SEO #03919)

ACTION: Motion was made by Randy Heard and seconded by Stephen Hurni to appoint Daniel Mantz, Ott Consulting, Inc. (SEO #03919) as the Sewage Enforcement Officer for 2017 pursuant to the 2017 Fee Schedule as provided. The motion was approved. Vote 5-0.

6. Alternate Sewage Enforcement Officers and Fee Schedule – Jeff Ott, Ott Consulting Inc (SEO #03381); Steve Sell, Ott Consulting Inc. (SEO #03842)

ACTION: Motion was made by Randy Heard and seconded by Glenn Borger to appoint Jeff Ott, Ott Consulting Inc (SEO #03381) and Steve Sell, Ott Consulting Inc. (SEO

#03842) as the Alternate Sewage Enforcement Officers for 2017 pursuant to the 2017 Fee Schedule as provided. The motion was approved. Vote 5-0.

7. Chief Administrator for Plainfield Township Police Pension Plan and Plainfield Township Non-Uniform Pension Plans – (Treasurer)

ACTION: Motion was made by Randy Heard and seconded by Joyce Lambert to appoint the Treasurer as the Chief Administrator for the Plainfield Township Non-Uniform Pension Plan. The motion was approved. Vote 5-0.

BONDS:

1. Establishing the amount of the Township Treasurer’s Bond (\$500,000.00)

ACTION: Motion was made by Joyce Lambert and seconded by Stephen Hurni to set the Township Treasurer’s Bond at \$500,000.00 for 2017. The motion was approved. Vote 5-0.

2. Establishing the amount of the Township Manager’s Bond (\$500,000.00)

ACTION: Motion was made by Randy Heard and seconded by Stephen Hurni to set the Township Manager’s Bond at \$500,000.00 for 2017. The motion was approved. Vote 5-0.

ASSOCIATION REPRESENTATIVES (APPOINTED ANNUALLY):

1. Slate Belt Council of Governments – Delegate & Alternate

ACTION: Motion was made by Randy Heard and seconded by Joyce Lambert to appoint Stephen Hurni as the Delegate to the Slate Belt Council of Governments and Jane Mellert as the Alternate. The motion was approved. Vote 3-0-2, with Stephen Hurni and Jane Mellert abstaining.

AUDITORS: (ELECTED POSITIONS) – (No action needed by the Board)

1. Matthew Glennon, Jr. – 12/31/2017
2. Barry Portz – 01/01/2020
3. Kevin Phillips – 01/01/2022

TAXES:

ACTION: Motion was made by Randy Heard and seconded by Glenn Borger to confirm the following tax rates for 2017:

1. Real Estate Tax – 6.5 Mills (**Rate set and adopted in December via Resolution**)
2. Act 511 Taxes – keep the same
3. Per Capita Tax -- \$5.00

4. Local Services Tax -- \$52.00
5. Earned Income Tax – 1.60% (Resident) (Set by Ordinance December 26, 2007)
6. Earned Income Tax – 1.00% (Non-Resident)
7. Waste Disposal Business Privilege Tax – \$.45 per ton (Trust Fund)
8. Host Municipal Fee -- \$1.00 per ton (General Fund) – Merchant’s Bank
9. Retro Fee -- \$1.65 per ton (Special Account) Merchant’s Bank

The motion was approved. Vote 5-0.

MEETING SCHEDULES:

1. Board of Supervisor’s Meetings to be the second Wednesday – 7:00pm to 10:30pm and Workshop Meetings, if necessary, the fourth Thursday from 7:00pm to 9:00pm (with the exception of Thursday, November 23, 2017) at the Plainfield Township Municipal Building, 6292 Sullivan Trail, Nazareth, PA 18064
2. Required Advertisement of Board of Supervisors Meetings and Scheduled Meetings of Appointed Boards/Committees/Commissions for 2017

ACTION: Motion was made by Randy Heard and seconded by Stephen Hurni to confirm the meeting dates pursuant to the schedule provided to the Board of Supervisors and the advertisement of the specified dates/times. The motion was approved. Vote 5-0.

DATES OF TOWNSHIP WIDE SPECIAL EVENTS ESTABLISHED BY BOARD:

1. 2017 Community Wide Yard Sale- July 7, 8 and 9, 2017 (Rain or Shine)

ACTION: Motion was made by Randy Heard and seconded by Stephen Hurni to establish the dates of the Community Wide Yard Sale for 2017 as July 7, 8, and 9, 2017 (rain or shine). The motion was approved. Vote 5-0.

2. Trick or Treat Night- Sunday, October 29, 2017 (2:00pm- 5:00pm)

ACTION: Motion was made by Stephen Hurni and seconded by Glenn Borger to establish the date/time for Trick or Treat Night for 2017 as Sunday, October 29, 2017 from 3:00PM to 5:00PM. The motion was approved. Vote 5-0.

CONFIRMATION OF PAID HOLIDAYS (NON-UNION PERSONNEL) AS PER ADOPTED PERSONNEL MANUAL:

ACTION: Motion was made by Randy Heard and seconded by Glenn Borger to confirm the following dates as paid holidays for Non-Union Personnel pursuant to the adopted Personnel Manual:

New Year's Day- January 2, 2017
Presidents' Day- February 20, 2017
Good Friday- April 14, 2017
Memorial Day- May 29, 2017
Independence Day- July 4, 2017
Labor Day- September 4, 2017
Thanksgiving Day- November 23, 2017
Day After Thanksgiving- November 24, 2017
Christmas Day- December 25, 2017

The motion was approved. Vote 5-0.

SALARIES:

1. Road Crew – pursuant to the 2015 through 2018 Collective Bargaining Agreement (CBA)

ACTION: Motion was made by Randy Heard and seconded by Glenn Borger to set the following hourly rates for the Road Department Laborers for 2017 pursuant to the 3.0% increase as provided for within the 2015 through 2018 Collective Bargaining Agreement (CBA):

- Fred Werner- \$23.36
- James Ackerman- \$22.68
- Richard Wagner- \$20.86

2. Road Foreman – pursuant to the 2015 through 2018 Collective Bargaining Agreement (CBA)

ACTION: Motion was made by Glenn Borger and Stephen Hurni to set the hourly rate for the Road Foreman, Larry Sapone, at \$26.75 for 2017 pursuant to the 3.0% increase on base wages and the additional \$1.25 received per hour for the Road Foreman (\$25.50 base rate plus \$1.25 equals \$26.75) as provided for within the 2015 through 2018 Collective Bargaining Agreement (CBA). The motion was approved. Vote 5-0.

3. Road Department – Seasonal Snow Removal with CDL

ACTION: Motion was made by Randy Heard and seconded by Jane Mellert to set the Seasonal Snow Removal with CDL employee rate at \$20.00 per hour. The motion was approved. Vote 5-0.

4. Road Department – Seasonal Snow Removal without CDL

ACTION: Motion was made by Randy Heard and seconded by Joyce Lambert to set the Seasonal Snow Removal without CDL employee rate at \$15.00 per hour. The motion was approved. Vote 5-0.

5. Road Department – Seasonal Summer Grass Mowing/Laborers

ACTION: Motion was made by Randy Heard and seconded by Stephen Hurni to set the Seasonal Summer Grass Mowing/Laborer employee rate at \$12.00 per hour. The motion was approved. Vote 5-0.

6. Zoning Officer – Pursuant to the 2017 Fee Schedule from KeyCodes Inspection Agency (Same as 2016)

ACTION: Motion was made by Randy Heard and seconded by Stephen Hurni to set the Zoning Officer compensation for 2017 pursuant to the 2017 Fee Schedule as follows: \$50.00 per hour for normal working hours between 7:00AM and 5:00PM; \$70.00 per hour after 5:00PM for attendance at Planning Commission meetings and Zoning Hearings. The motion was approved. Vote 5-0.

7. Township Manager/Secretary Salary (Exempt)

ACTION: Motion was made by Stephen Hurni and seconded by Randy Heard to set the Township Manager/Secretary Salary (Exempt Position as per the Fair Labor Standards Act) for 2017 in the amount of \$81,599.96. The motion was approved. Vote 5-0.

8. Treasurer Hourly Wage Rate (Non-Exempt); Authorization to attend all regular Board of Supervisors meetings, Budget Workshop meetings and other Special meetings as required

ACTION: Motion was made by Stephen Hurni and seconded by Joyce Lambert to set the hourly rate for the Township Treasurer for 2017 at \$17.85 per hour and to authorize the Township Treasurer to attend all regular Board of Supervisors meetings, Budget Workshop meetings and any other meetings as required. The position is entitled to overtime as per the Fair Labor Standards Act. The motion was approved. Vote 4-0-1, with Randy Heard abstaining.

9. Should a working Supervisor be appointed to any Township appointed position, their rate will be set by the Elected Auditors on January 4, 2017. These positions would be in a part-time capacity only and no benefits would be paid by the Township.

(Any newly appointed/hired full or part-time Secretary other than a Township Supervisor will have their hourly rate set by the Board of Supervisors upon appointment)

10. Mileage Allowance for Employees Using Own Vehicles – 2017 mileage rate, as set by the IRS, is \$.535 cents per mile

ACTION: Motion was made by Glenn Borger and seconded by Stephen Hurni to set the 2017 mileage reimbursement rate for Township Employees using their own vehicles at the 2017 Internal Revenue Service (IRS) rate of \$.535 cents per mile. The motion was approved. Vote 5-0.

11. Authorization of Compensation for Zoning Hearing Board Members

ACTION: Motion was made by Randy Heard and seconded by Joyce Lambert to set the 2017 compensation for Zoning Hearing Board members as \$35.00 per Zoning Hearing. The motion was approved. Vote 5-0.

12. Authorization of Compensation for Planning Commission Members

ACTION: Motion was made by Randy Heard and seconded by Joyce Lambert to set the 2017 compensation for Planning Commission members as \$35.00 per Planning Commission meeting. The motion was approved. Vote 5-0.

13. Authorization of Compensation of Planning Commission Secretary (Non-Member of Board of Supervisors only) and to attend all Planning Commission meetings

ACTION: Motion was made by Stephen Hurni and seconded by Randy Heard to authorize the Planning Commission Secretary to attend all Planning Commission meetings. The motion was approved. Vote 4-0-1, with Joyce Lambert abstaining.

14. Authorization of Compensation of Emergency Management Coordinator

ACTION: Motion was made by Randy Heard and seconded by Glenn Borger to set the 2017 compensation for the Emergency Management Coordinator as \$2,400.00 per year. The motion was approved. Vote 5-0.

SUPERVISOR LIAISON POSITIONS:

1. Slate Belt Regional Police Commissioners (Delegate and Alternate) (Two or Three Year Terms pursuant to Charter)

ACTION: Motion was made by Randy Heard and seconded by Glenn Borger to appoint Stephen Hurni as the Delegate Representative of Plainfield Township to the Slate Belt Regional Police Commission for a two year term and Jane Mellert as the Alternate Representative for a two year term. The motion was approved. Vote 3-0-2, with Stephen Hurni and Jane Mellert abstaining.

2. Road Department Liaison(s)

ACTION: Motion was made by Stephen Hurni and seconded by Randy Heard to appoint Glenn Borger as the Road Department Liaison for 2017. The motion was approved. Vote 4-0-1, with Glenn Borger abstaining.

3. Office Liaison(s)

ACTION: Motion was made by Stephen Hurni and seconded by Randy Heard to appoint Joyce Lambert and Jane Mellert as the Office Liasons for 2017. The motion was approved. Vote 3-0-2, with Joyce Lambert and Jane Mellert abstaining.

4. Financial Liaison (Board of Supervisors)

ACTION: Motion was made by Stephen Hurni and seconded by Joyce Lambert to eliminate the Financial Liaison position. The motion was approved. Vote 5-0.

5. Liaison to the Wind Gap Sewer Authority & Pen Argyl Sewer Authority

ACTION: Motion was made by Joyce Lambert and seconded by Stephen Hurni to appoint Randy Heard as the Wind Gap Sewer Authority and Pen Argyl Sewer Authority Liaison for 2017. The motion was approved. Vote 4-0-1, with Randy Heard abstaining.

6. Wind Gap Municipal Authority Ad HOC Committee

ACTION: Motion was made by Stephen Hurni and seconded by Joyce Lambert to appoint Randy Heard as a member of the Wind Gap Municipal Authority Ad HOC Committee for 2017. The motion was approved. Vote 4-0-1, with Randy Heard abstaining.

7. Farmer's Association Advisory Committee

ACTION: Motion was made by Stephen Hurni and seconded by Randy Heard to appoint Jane Mellert and Glenn Borger as the Farmer's Association Advisory Committee Plainfield Township representatives for 2017. The motion was approved. Vote 3-0-2, with Jane Mellert and Glenn Borger abstaining.

8. Emergency Services Liaison

ACTION: Motion was made by Stephen Hurni and seconded by Joyce Lambert to appoint Randy Heard as the Emergency Services Liaison for 2017. The motion was approved. Vote 4-0-1, with Randy Heard abstaining.

9. Northampton County Association of Township Officials (Delegate and Alternate)

ACTION: Motion was made by Glenn Borger and seconded by Randy Heard to appoint Thomas Petrucci as the Delegate to the Northampton County Association of Township Officials and Stephen Hurni as the Alternate. The motion was approved. Vote 5-0.

MISCELLANEOUS:

1. **Resolution #2017-01** – Resolution Adopting and Setting the 2017 Fees for Plainfield Township

ACTION: Motion was made by Stephen Hurni and seconded by Joyce Lambert to adopt **Resolution #2017-01** – Resolution Adopting and Setting the 2017 Fees for Plainfield Township as presented. The motion was approved. Vote 5-0.

2. **Resolution #2017-02** – Non-Uniform Pension Plan Resolution

ACTION: Motion was made by Randy Heard and seconded by Joyce Lambert to adopt **Resolution #2017-02** – Non-Uniform Pension Plan Resolution as presented. The motion was approved. Vote 5-0.

3. **Resolution #2017-03** – Appointment of Certified Public Accountant Firm to Conduct the 2016 Fiscal Year Audit of the Accounts of Plainfield Township and the Officers of Plainfield Township; Affixing the Compensation of Certified Public Accountant Firm

ACTION: Motion was made by Randy Heard and seconded by Stephen Hurni to adopt **Resolution #2017-03** – Appointment of Certified Public Accountant Firm to Conduct the 2016 Fiscal Year Audit of the Accounts of Plainfield Township and the Officers of Plainfield Township as presented; affix the Compensation of Certified Public Accountant Firm at \$8,600.00 for 2017. The motion was approved. Vote 5-0.

4. **Resolution #2017-04** – Resolution Designating Depositories for Township Funds

ACTION: Motion was made by Joyce Lambert and seconded by Glenn Borger to adopt **Resolution #2017-04** – Resolution Designating Depositories for Township Funds as presented. The motion was approved. Vote 5-0.

BANK ACCOUNTS:

ACTION: Motion was made by Randy Heard and seconded by Glenn Borger to confirm the following Bank Accounts of Plainfield Township:

1. General Checking, Payroll Checking, Real Estate Taxes & Environmental Fund – Merchant’s Bank
2. General Cash Management – Merchant’s Bank
3. Highway Aid Fund – Merchant’s Bank
4. Plainfield Refuse Fund – First Northern
5. Recreation Fund – Merchant’s Bank
6. Police Pension – Ameriprise
7. Employee Pension – Uninvest & Ameriprise
8. 2014 DEP Growing Greener Grant – Merchants Bank
9. 2013 DEP Growing Greener Plus – Merchants Bank

10. Cold Water Heritage Partnership – First Northern
11. Open Space – Merchant’s Bank
12. Capital Construction – Merchant’s Bank
13. Capital Reserve – Merchant’s Bank
14. Capital Reserve CD’s – ESSA Bank
15. Host Retro – Merchant’s Bank
16. Environmental CD’s – ESSA Bank
17. Open Space CD’s – ESSA Bank
18. Other Escrow Accounts – 6366 Sullivan Trail (Fire Escrow), Chandler Estates, Country Quest, East Penn Auto, Estates at Sullivan Trail, LLC, Eugene Stock Subdivision, Fields Floodplain, Fotopoulos, Gap View Partners, Green Knights (GCS Holding Tank), Green Knight Economic Development Corporation, Hope U.C.C., Jacobsburg Medical Office, Kostenbader and Pipeline Petroleum, Metrotek, Mintbrook Farms/Faust, Nolan Perin West Side Sullivan Trail, NAPER Development, PA American Water, Phase II City West Pen Argyl, R.R. Perin Maintenance Agreement, Recycling Holding Tank, Rich Roy Farms Cell Tower, Rolling Meadows, R. Perin/Sussick, RPM Recycling, Sullivan Trail Business Center, Synagro Technologies, Taco Bell, Triple Net Investments XXIV LP, Vanhorn Holding Tank, William Sparo- Holding Tank, Wind Gap Logistics Center – Merchant’s Bank
19. Business Privilege Tax (BPT) – Morgan Stanley
20. Trust Fund – Morgan Stanley

The motion was approved. Vote 5-0.

COURTESY OF THE FLOOR

No members of the audience brought anything forward to the Board of Supervisors.

ADJOURNMENT

Having no further business to come before the Board of Supervisors, motion was made by Glenn Borger to adjourn the meeting. The motion was seconded by Randy Heard. The motion was approved. Vote 5-0. The meeting adjourned at 6:30PM.