

The Multi-Municipal Comprehensive Plan for the SLATE BELT

June 6, 2024 – 7 PM, Steering Committee Meeting

Steering Committee Attendees:

Bangor:	Stephen Reider, Marissa Donnelly
East Bangor:	Jason Huggan
Pen Argyl:	Robin Zmoda, Tyler Kemp
Plainfield:	Terri Kleintop
Portland:	Lance Prator, Stephanie Steele, Heather Fischer
Roseto:	Cathy Martino, Carl Renna
Upper Mount Bethel:	Dave Friedman, Judy Henckel
Washington:	Absent
Wind Gap:	Wesley Smith

Members of the Public in Attendance:

Jane Mellert – Plainfield Township
Millie Beahn – Plainfield Township

Planning Partners in Attendance:

Becky Bradley – Lehigh Valley Planning Commission

Roll Call

Ms. Bradley called roll. Terri Kleintop, Plainfield Township joined the meeting shortly after attendance was called.

Minutes from the March 7, 2024, Meeting

Ms. Zmoda called for a motion to approve the minutes from the March 7, 2024, meeting. Mr. Kemp made the motion to approve the minutes. Mr. Renna seconded the motion. Ms. Bradley took a roll call vote, and the motion passed with Mr. Kleintop abstaining.

Old Business

1. **Grow NORCO Grant Application for the Zoning and Official Map Project Update**

Ms. Bradley noted that the Grow NORCO grant application was submitted on time to the County of Northampton. Copies of the application were distributed to the Committee and members of the community participating. Ms. Bradley requested that those that did not send a W9 form to Joey Dotta, LVPC Community and Regional Planner, please complete and sign a copy. Copies of the W9 were distributed to those that needed them.

2. Intermunicipal Cooperative Agreement

Ms. Bradley said Matthew Deschler, East Bangor Solicitor, provided comments on the draft Intermunicipal Agreement have been included in the document. Gary Asteak, LVPC Solicitor reviewed Solicitor Deschler's comments prior to revision and agreed that they provide clarity. A revised document will be distributed to the steering committee.

3. Follow-up with Plainfield and Lower Mount Bethel Townships

Ms. Zmoda notified the steering committee that she had spoken with Jennifer Smethers, Lower Mount Bethel Township Manager, about staying in the Plan Slate Belt Multimunicipal Comprehensive Plan. Ms. Zmoda reported that Ms. Smethers had noted that they were unsure

June 6, 2024

for some time and would not like to return to the effort. Based on Ms. Zmoda's information from her conversation with the Lower Mount Bethel Manager the draft multimunicipal comprehensive plan would need to be edited. Ms. Bradley mentioned that she had asked LVPC Solicitor Asteak that the entire public review and comment period would need to occur again, as Lower Mount Bethel's withdrawal from the planning effort constitutes a significant change. Ms. Bradley reviewed calendars for June through November which outlined the revision, municipal planning commission, 45-day review and comment and possible adoption timelines. Ms. Zmoda asked that an agenda item for the new Vice Chair, since Lower Mount Bethel has left the planning effort be added to the July agenda.

Ms. Bradley said that she, Ms. Zmoda and Mr. Friedman had met with Paige Stefanelli, Manager of Plainfield Township, and several Supervisors to review the Plan Slate Belt multimunicipal planning effort and distribute materials. Ms. Zmoda and Ms. Bradley also attended A Supervisors meeting on April 10th. Significant dialogue occurred at the Supervisors Meeting and included Solicitor Backenstoe. A general sense that the Township would remain in the effort and that new representatives for former steering committee members Moore and Mellert would be selected. Mr. Kleintop, as Plainfield Township's remaining representative whether Plainfield intended to remain in the effort or not. Ms. Bradley noted that she had received two names, Mr. Itterly and Mr. Field, former Plainfield Township Manager Stefanelli to join the committee. This is a general indication that a desire to participate remains. Ms. Kleintop asked about the address of comments on the draft plan from last year. A discussion occurred. Mr. Kleintop gave Ms. Zmoda a copy of letters from August 31, 2023, September 15, 2023, and a memorandum from October 25, 2023 (attached to minutes). All three documents had previously been distributed to the Committee and discussed. Mr. Kleintop was wondering if the items in the letters and memorandum were addressed.

Additional discussion on the public meeting, 45-day review and comment period, public hearing and adoption process ensued. A summary of the requirements of the Pennsylvania Municipalities Planning Code was referenced by Ms. Bradley. Scheduling of municipal planning commission meetings after Lower Mount Bethel Township is removed from the draft plan was discussed and follow-up with individual communities to schedule was noted. A revised draft will be distributed to the steering prior to the next meeting.

New Business

1. Next Meeting

Ms. Bradley mentioned that the next Steering Committee meeting would fall on July 4th if the first Thursday methodology continued to be followed. This overlaps with Independence Day. The potential to hold the meeting on Wednesday, July 3rd or Thursday, July 11th, 2024, was discussed. Mr. Reider made a motion to hold the next Plan Slate Belt Steering Committee on Wednesday, July 3rd, 2024, at 7 PM at the Pen Argyl Borough Municipal Building, 11 North Robinson Avenue, Pen Argyl, PA 18072. Ms. Martino seconded the motion, which passed unanimously.

Courtesy of the Floor

1. General Issues and Opportunities Discussion

- Known Plan Activity in Slate Belt Communities (March-May 2024)
Ms. Bradley briefly discussed the projects listed in the activity log.

2. Municipal Updates

- Several community updates were provided, including a meeting on ambulance service and a managing freight traffic presentation in Upper Mount Bethel. Mt. Kleintop noted that a major change in the CRG development project may occur.

Adjourn

Ms. Zmoda called for a motion to adjourn the meeting. Mr. Freidman made a motion to adjourn. Mr. Reider seconded the motion. Ms. Bradley took a roll call vote on the motion, which passed unanimously.

Attachments

- March 7, 2024, Steering Committee Meeting Minutes
- Northampton County Grow NORCO Grant Application Copy
- Tentative Plan Adoption Process and Meeting Schedule
- Pennsylvania Municipalities Planning Code Comprehensive Plan Adoption Process Reference Document
- Slate Belt Communities' Activity Log (March-May 2024)
- Plainfield Township Correspondence (presented by Mr. Kleintop to Ms. Zmoda during the meeting)

Minutes prepared and respectfully transmitted by the LVPC.