

Palmer Township, Northampton County

Stormwater Authority Meeting Minutes

August 20th, 2025, 5PM, 3 Weller Pl, Lower-Level Municipal Meeting Room

1. Executive Session

- a. Blanchfield announced that no Executive Session was held but that it will remain a standing agenda item.

2. Pledge of Allegiance

3. Roll Call

- a. Present: Robert Blanchfield, Robert A. Lammi, Kendall M. Mitchell, Matthew Gunther, George White, Luke Gibson, James Farley, Rebecca Frederickson, Scott Kistler and Zach Trexler.
- b. Absent: Philip Godbout
- c. The meeting was called to order at 5:00PM.

4. Approval of Meeting Minutes from July 16th, 2025, and August 12th, 2025.

- a. Mitchell made a motion to approve the minutes from July 16th, 2025, and Lammi seconded the motion. The minutes passed unanimously by voice vote.
- b. Lammi made a motion to approve the minutes with one amendment from July 8th, 2025, and Swinsburg seconded the motion. The minutes passed unanimously by voice vote with one abstention from Gunther.

5. Public Comment, Other Communications

- a. Lori Wnek – 3630 Timberline Drive
 - i. Presented a reassessment request for her property and stated that she recently filed an appeal with the Township. Blanchfield stated that Township staff would review and evaluate any possible stormwater fee adjustment.
- b. Ruthann Cardell – Stones Crossing Road
 - i. Asked about a senior citizen discount that was brought up at a recent Board of Supervisors meeting. Blanchfield and Mitchell clarified that no such policy has been considered by the Authority and that this was likely a misunderstanding from the Township Supervisor.
 - ii. Blanchfield stated that there needs to be an emphasis on clear communication with the Board of Supervisors regarding revenue commitment and long-term plans. Gunther stated that he would provide a monthly report to the Supervisors detailing projects, costs, and progress to keep everyone informed.

6. Reports

a. Solicitor

- i. Gibson updated the Authority on the PennVEST financing stating that the Township Supervisors enacted the required debt ordinance for the Old

Nazareth Road project. He also mentioned that the Professional Services proposal was approved. Gibson confirmed that legal services for financing are reimbursable.

7. Committee Reports

a. Engineering

- i. None at this time.

b. Finance

- i. Lammi stated that the finance committee is scheduled to begin budget work next week. Farley said the 2024 audit was completed and identified some improvements to accounting practices which have already been implemented. He said that formal acceptance of the audit will be on the September agenda. Farley also said a line of credit with Embassy Bank is being arranged for flexibility. Lastly, Farley stated that PennVEST requires a dedicated non-interest account for funds and that the account for the Authority is planned to be set up for September.

8. Township Staff Comments

a. Public Works

- i. Kistler stated that the Camelot Drive emergency repair has been completed. He states that there is a failed pipe in the Lincoln Terrace Subdivision that also requires replacement where a temporary patch was recently applied. Kistler said that in the Rosemont area the sagging pipe has been identified but is not urgent, with further evaluations ongoing. Kistler stated that HRG is reviewing the Broad Street issue but that the existing pipe is likely undersized or improperly graded, meaning a larger replacement is needed.
- ii. Kistler stated that the new street sweeper was delivered, staff were trained, and the vehicle is in service. He said the Township plans to maintain two sweepers for DEP permit compliance. Lammi mentioned that the credits received from the DEP for street sweeping will be reduced, but Kistler emphasized the benefits of sediment removal. Kistler said that recent sweeper loads have been dominated by organic material such as grass clippings rather than debris.

b. Public Services

- i. None at this time.

c. MS4

- i. Gunther stated that HRG was continuing to help with the annual MS4 report that is due by the end of September. He confirmed that the report will be circulated to the Authority before submission. Gunther also confirmed that the report will most likely need Board of Supervisor approval prior to submission.

- ii. Gunther stated that he is continuing to assist residents with stormwater concerns, including an illicit discharge issue on Hickory Lane. He stated that a petroleum-based fluid was observed in soil after a storm and was reported to him by a resident. He said that DEP conducted a site visit and prepared a report but did not perform extensive soil testing. He said the cause is suspected to be an old underground heating oil line leaking through a damaged pipe. Gunther stated that the Township will be working with the Codes Department, Solicitor, and HRG to ensure the discharge complies with all ordinances. He said he will continue to provide updates moving forward.

9. Old Business

a. ONR Project Update

- i. White stated that the final easements are being prepared for submission to the Board of Supervisors, which are required for PennVEST closing. White said although already approved, the contract documents with Doli need final signatures. He stated that PennVEST has authorized the contractor to proceed with ordering materials. Gunther stated that a resident meeting is to be scheduled I September to cover detour plans, phases and project impacts.

b. Wedgewood Update

- i. White stated that the existing infrastructure is heavily clogged by leaf and bark debris, so even minor rain events overwhelm the system. He said that one of the solutions is to add a third, custom designed inlet with the design that has been accepted by all parties. He said the draft plans are under review and the final submission is expected in time for the October or November PennVEST deadline.

c. Schoeneck Creek Update

- i. White said the current issue is the most critical to resolve for the project which is the easement that must be obtained for access to the site in the Stocker Mill/bike path area. He said the current property owners are already in litigation with the Township on separate issues which require coordination with multiple parties. He said the easement is required to finalize the NPDES permit, and the project is currently in a holding pattern until the issue is resolved.

d. PRP Basin Retrofit Projects Update

- i. White said the survey work is complete and that the H&H modeling is currently underway.

e. Hobson Street Detention Basin Update

- i. White said that the preliminary plans have been submitted to the Township for review. He said the project is expected to provide PRP credits and

flood relief on 25th Street. White said the geotechnical review is currently ongoing with no major obstacles at this point.

10. New Business

a. Invoice Package Approval

- i. Blanchfield reviewed the invoice package in total amount of \$234,711. \$68,378.78 from HRG, \$15,138.00 for Salzmann & Hughes, \$80.00 for Entech Engineering, and \$151,114.22 for the Camelot Drive contractor. Lammi made a motion to approve the invoice package and Gunther seconded the motion. The motion was passed unanimously by voice vote.
- ii. Kistler stated that the quarterly charge is typically around \$100,000.00, but this quarter will come in at \$230,622.36 due to the Camelot Drive emergency repair which included costs for labor, materials, and swale work. The Authority requested clearer breakouts between daily operations and any emergency project costs.

b. Resolution to Apply for PennVEST Funding Approval

- i. Lammi made a motion to approve Resolution 2025-08-6 to apply for PennVEST funding and Mitchell seconded the motion. The motion was passed unanimously by voice vote.

c. Resolution to Borrow Approval

- i. Lammi made a motion to approve Resolution 2025-08-7 to borrow \$4,000,063.00 from PennVEST and Gunther seconded the motion. The motion was passed unanimously by voice vote.

d. Reimbursement Resolution Approval

- i. Swinsburg made a motion to approve Resolution 2025-08-8 for reimbursement and Mitchell seconded the motion. The motion was passed unanimously by voice vote.

e. Resolution to Approve Bethlehem Township Intermunicipal Agreement

- i. Lammi made a motion to approve Resolution 2025-08-9 to approve the agreement and Mitchell seconded the motion. The motion was passed unanimously by voice vote.

f. Resolution to Approve First Addendum to Management Agreement with Palmer Township

- i. Gunther made a motion to approve Resolution 2025-08-10 to approve the Addendum that was approved by the Board of Supervisors and Swinsburg seconded the motion. The motion was passed unanimously by voice vote.

11. For the Good of the Order

- a. Gunther announced that the Stormwater Authority dunk tank at Palmer Days raised \$315 in donations to the Miracle League of Northampton County.
- b. Blanchfield announced that Trexler is beginning a Master of Public Administration at Villanova University and congratulated him.

- c. Blanchfield announced that the Earth Stewards of Palmer will be holding their event, “Palmer Proud” on Saturday, August 23rd.

12. Next meeting: September 17th, 2025

13. Adjournment

- a. Mitchell made a motion to adjourn the meeting and Lammi seconded. The motion was passed unanimously by voice vote and the meeting adjourned at 6:33PM.