Palmer Township, Northampton County

Stormwater Authority Workshop Meeting Minutes

June 10th, 2025, 2PM, Upper-Level Conference Room, 3 Weller Place

1. **Roll Call**
    - **a.** Present: Robert Blanchfield, Robert A. Lammi, Kendall M. Mitchell, Matthew Gunther, Craig Swinsburg, Scott Kistler, Jamie Paetzell, George White, Ryan Cummings, David Pyle, Luke Gibson and Zach Trexler.
    - **b.** The meeting was called to order at 2:01PM.
2. **Public Comment**
    - **a.** None at this time.
3. **New Business**
    - **a. National Water Main Cleaning – Kingwood Relining - $31,235.00**
        - **i.** Blanchfield stated that this invoice was for the Fall pipeline repair on Kingwood. Lammi made a motion to approve the payment of the invoice and Swinsburg seconded. The motion passed unanimously by voice vote.
4. **Discussion Items**
    - **a. HRG Project Updates**
        - **i. Old Nazareth Road – Progress**
            1. Gunther stated that all easement exhibits have been updated and that legal descriptions are expected within the next two weeks. He mentioned that there were three small temporary easements added due to utility pole work. He said there were some minor shifts in alignment but that nothing major was changed. Structural survey data is continuing to be accomplished. Gunther and Gibson confirmed that all updated documents/easements will need to be re-signed due to the changes that were made.
        - **ii. Wedgewood Update – Cost update/swale**
            1. Sheets presented four options for a solution to the repair of the swale. The first was a seeded grass swale with erosion matting. The second would be an in-kind replacement of the riprap. The third would be grouted riprap on the steeper slopes, and the fourth would be a concrete swale which was ultimately deemed excessive. Kistler suggested his preference would be a mow able grass solution with a reinforced geogrid. Kistler also suggested that plans should be revisited to revise the inlet configurations to increase capture capacity. White gave the Authority a heads up that a utility conflict is anticipated with an Easton Suburban water main. Blanchfield stated that the estimated cost for Phase 1 (South of Wedgewood) is $1.2-$1.4 million. Sheets stated that he expects

to deliver revised plans, easement documents, and a cost estimate by the next meeting.

iii. **Schoeneck Creek Update – WRPP/bank pin study**

1. Gunther stated that the $300,000.00 WRPP grant submission has been completed and submitted. He said there is ongoing coordination with DEP and that the feedback received so far has been positive. Gunther also stated that soil density testing was conducted to support the erosion study. Gunther said he is preparing another grant application, with this one being through the Growing Greener Grant. Blanchfield brought concerns over the easements for this project. Gibson stated that there is uncertainty whether stormwater easements transferred from the now dissolved sanitary authority. Gibson stated he would work on getting some legal clarification on this matter by coordinating with relevant partied to verify the title and obtain a new easement if necessary. Cummings stated that due to regional DEP differences and interpretation, an NPDES permit may be required for this project.

iv. **Storm Sewer Inventory Update**

1. White stated that HRG would continue coordinating with the Township and Entech on GIS updates. He said that HRG interns and staff are conducting 360-degree assessments of all municipal structures. Kistler stated that he has been satisfied with the continued collaboration on data development.

v. **Kingwood Street Status**

1. Kistler stated that inlet parging and sealing has been completed, and that road milling and paving is scheduled for this week, weather permitting. He said that minor grading and topsoil work remains. Kistler mentioned that Public Works was having some difficulties due to the contractor, H&K, rotating their foreman daily on site. The group discussed the project completion timeline and if it would be complete as per the agreement with Kobalt. Kistler said it will be a close call for them to finish within thirty days which falls on June 20th. Gibson confirmed that the five-day working period, as outlined in the MOU, began on June 5th. Kistler said the rain delayed the 5-day expiration to June 13th. Kistler noted that the recently installed riprap channels at the slope down to the bike path have significantly reduced erosion. He also noted that water flow to the basin has improved and is effectively managed. He mentioned some concerns about maintenance access to the sanitary sewer near the bike path and confirmed that the area

would remain in millings to allow for future access. Gunther stated that letters were sent to residents notifying them of restricted access due to the paving work. He said all care must be removed by 7am and that the road will be closed until Saturday.

vi. **25th Street Update**

1. Cummings stated that we are still waiting on the PennDOT Highway Occupancy Permit to be processed and approved. Gunther said that one easement has been processed so far, and that more follow-up work was needed.

vii. **Hobson Street Detention Basin Update**

1. Kistler stated that this basin presents a chronic maintenance issue due to debris and grass clippings piling up after every rain event. Cummings said the plans for this basin include a tiered system, which is intended to trap debris from smaller storms, with native meadow plantings, which are expected to slow runoff and filter clippings, as well as a trash rack at the outlet structure to reduce outlet clogging. Kistler asked what the maintenance would look like for his department, and Cummings said it would require twice-yearly mowing and minimal woody debris removal. He also stated that maintenance access paths would be included to allow for easy access to the basin. Discussion was held regarding the concrete super pad in the basin and Cummings stated it would be removed and replaced with amended soils and ripraps as needed. Kistler stated that his department frequently uses this pad as the launch point for all maintenance of the basin and suggested revising the plan to allow for the pad to remain. Cummings said he would work on it.

viii. **Capital Improvement Plan**

1. Pyle stated that as updates come in and more progress is made that all four of the PRP projects would be added to the plan. No other updates at this time.

ix. **Bethlehem Twp. Intermunicipal Agreement**

1. Gibson said he followed up with the Township Solicitor but that he has not heard anything back yet.

b. Old Nazareth Road PennVEST Resolution

i. Gunther said we received the updated cost and will be getting together with Brenda to get the resolution to the Board of Supervisors. He will also coordinate with Pyle and Mary to make sure nothing is missed.

c. PTSA/Township Management Agreement

i. Gibson said he also followed up with the Township Solicitor on this but has not heard back yet. Gunther said we need to have this agreement signed off on for PennVEST as well.

d. **Township initiated Project Assignment**

i. Lammi said he received no comments since the last workshop meeting, so this is ready to be voted on at the next Authority meeting in June.

e. **Hecktown Business Park Stormwater**

i. Gunther stated we got some concerns from residents about this and how it affects runoff in the Meadow Avenue area and what the implication would be. Gunther said as part of the Land Development process, the builders cannot increase the post development outflow, which has to remain within the existing 20%. The information on hand shows the project within those requirements. Gunther said we will keep our eyes on this as it progresses. White walked everyone through the project via maps and submitted plans. White explained that the newly created stormwater is being managed legally. He said the engineering idea behind the project is that it creates no negative or positive impacts.

f. **Stormwater Purchases Resolution**

i. Blanchfield said we provided all comments to Gibson who redistributed the Resolution. Gibson said this would allow Gunther to make purchases on behalf of the Authority for up to $10,000.00 so as not to hold up any projects or progress. Prior to spending the money, he would need to receive approval from at least one other Authority member. Farley said it will not be the final payment, only the purchase. He said the approval of the bills still needs to be voted on by the Authority. Farley said unless it is an emergency, we should stick to this method to ensure it looks good for the audit. Blanchfield said this will be on the next Agenda for approval.

g. **Township Staff Reports/Comments**

i. **Finance**

1. Blanchfield asked Gibson to clarify the recent Board of Supervisors' decision to increase the compensation for certain subcommittees. Gibson said it does not apply to your current term, but it would take effect for your next term if you were reappointed. Bellis asked if the money comes out of the Township budget or the Stormwater Authority budget, and Farley said it is back charged to the Authority.
2. Blanchfield said the monthly payment to be voted on at the next meeting is in the amount of $217,285.22. He said the HRG bill comes in at $177,992.22.

3. Blanchfield asked if everything is good to go with the Resolution with Portnoff and Farley said he believes so.

ii. **Public Works**

1. Blanchfield said the Public Works monthly bill came in at $97,707.77, which Kistler said is all from usual maintenance.

iii. **Public Services**

1. No report at this time.

iv. **Stormwater/MS4**

1. Gunther said he and Cummings set up a technical meeting to discuss details of various projects. He said he will fill the Authority in with any updates, so we don't bog these meetings down. He said he has another meeting setup to discuss where things stand with MS4 permit reporting requirements. Mitchell asked if Gunther received any stormwater plans that had been submitted by Zawarski for the Greenwood and Hartley intersection. Gunther said he did inspections on the infiltration trench. Discussion was held regarding the lots and their respective stormwater management plans.

5. **Next Meeting: Tuesday, July 8th**
6. **Adjournment**
   a. Lammi made a motion to adjourn the meeting and Swinsburg seconded the motion. The motion passed by unanimous voice vote and the meeting was adjourned at 3:19PM.