

Williams Township Board of Supervisors
August 14, 2019

The monthly meeting of the Williams Township Board of Supervisors, 655 Cider Press Road, Easton, PA 18042 was held on the above date and called to order at 7:00 p.m. by Chairperson Mark Ernst. Mark led the audience in the pledge to the flag. Others present were Vice Chairperson Raymond Abert, Supervisor Michael Bryant, Township Solicitor Jonathan Reiss, Township Manager Mikal Sabatine, Township Engineer Ronald Madison, Public Works Director Michael Strawn and Assistant Township Manager Melody Ernst.

Mark stated there was an Executive Session held before tonight's meeting to discuss personnel issues and there was also an Informational Meeting with a Township Resident.

Mark asked Ray and Michael if they had any corrections to the Minutes of July 10, 2019. There being none, Ray made a motion to approve said minutes, second by Michael. There being no comments, motion carried 3-0.

Melody presented the Expense Report of August 14, 2019 and the July Treasurers Report to the Board. Michael made a motion to approve the Expense Report, Treasurers Report and pay the bills, second by Ray. There being no comments, motion carried 3-0.

Manager's Report – Mikal submitted his report of August 14, 2019 to the Board for review.

Mikal stated that Meals on Wheels of the Greater Lehigh Valley has submitted the necessary information as requested by the Board for our Contribution Request. Ray asked if the meals are delivered to Williams Township residents. A motion was made by Ray to donate \$1,000.00 to the Meals on Wheels of the Greater Lehigh Valley, second by Michael. There being no comments, motion carried 3-0.

Mikal stated that a proposal was received from Brown & Brown regarding the Township renewal for Environmental Impairment (Pollution) Coverage. The cost of the premium is \$3,554.00 for the 2019-2020 coverage period and said premium did not increase from the previous year. Michael made the motion to accept the Pollution proposal in the amount of \$3,554.00, second by Ray. There being no comments, motion carried 3-0.

Mikal stated there is a pre-application meeting scheduled for August 28, 2019 at 11:10 a.m. at the NCCD office to discuss the proposed Chapter 102 construction project relative to the Industrial Drive Improvements. Mikal asked the Board who they would

like to attend. The consensus of the Board was the Township Manager and Township Engineer. If it pertains to Public Works, then Mike Strawn should also attend.

Mikal stated there is a meeting that will be held on August 20th hosted by Lehigh Valley Planning Commission for the Future LVPlan. Asked if the Board would like the professionals to review and attend the meeting. The consensus of the Board is that the Professionals do not need to attend the meeting.

Mikal commented that the Lehigh Valley Economy Corporation requested to have a guest speaker attend an informative session with the board or appear at our September 11th meeting to discuss the Made Possible Through the Lehigh Valley. The Board consensus is to watch the video.

Mikal commented that notification was received by Northampton County regarding new voting machines. The information has been posted to the Township website with a list of dates and locations where the machines will be on display for testing.

Public Works – Mike Strawn read the report for July 10, 2019 to August 14, 2019.

1. Acceptance of Thomas Pinkerton Resignation – Ray made a motion to accept the resignation of Thomas Pinkerton, second by Michael. There being no comments, motion carried 3-0.

Ray also made a motion to advertise for a new Laborer employee, second by Michael. Mike stated that there are applications on hand, is there a need to still advertise? He further stated that he currently has two summer employees that may be interested in the position. There being no further comments, motion carried 3-0.

2. Mack Truck Financing – Mike stated the truck should be ready sometime in September. Mikal stated that he conducted research with Lafayette, Embassy Bank and the Township Accounting Firm. Option 1 would be to purchase the truck outright with the monies coming from the Landfill Settlement Account. Option 2 would be to apply for a five-year lease with Lafayette Ambassador Bank at a fixed rate of 3.6%. Option 3 would be to obtain a loan from Embassy Bank for 4.5% for five years. And Option 4 would be to obtain a CD in the amount of the truck purchase and use it in conjunction with the Embassy Bank five-year loan as security. Jonathan commented that option 3 and 4 would need to be DCED approved which would take up to six weeks or longer to go through the process. After a brief discussion regarding the payment of the truck, Ray made a motion to pay for the truck outright from the Landfill Settlement account, second by Michael. George asked how much money is in the Landfill Settlement Account and further stated that money was going to be set aside to be there when the landfill closes. He stated that he opposes using the money from that account to purchase the truck. Ray withdraw his motion. It was stated that there is a substantial amount in the Money Market account and Mark asked if the lease

can be paid off early. Mark made a motion to do the lease purchase from Lafayette Ambassador Bank at a rate of 3.60% for five years, second by Michael. Mark commented that he would like to have a projection done so the Board knows what direction to take on future purchases. There being no further comments, motion carried 3-0.

3. Approval of PennDot Winter Agreement Contract – Ray made a motion to allow Mike to enter into the five-year winter agreement, second by Michael. There being no comments, motion carried 3-0.

4. PennDot Winter Agreement – Resolution 2019-21 – Ray made a motion to approve Resolution 2019-21, second by Michael. There being no comments, motion carried 3-0.

5. Approval to Sell Equipment on Muncibid – Mike commented that he would like permission from the Board to sell a Barber Greene Paver and 2002 GMC Dump Truck with plow and spreader. Michael made a motion to permit Mike to advertise those two items on Muncibid for sale, second by Ray. There being no comments, motion carried 3-0.

6. Authorize Line Painting – Mike asked permission to have approximately ten miles of double yellow center lines painted. The contract is through Lehigh Valley Coop with A-1 Traffic Control at \$0.0925 LF for an approximate cost of \$5,000.00. Mark made the motion to authorize the line painting at an approximate cost of \$5,000.00, second by Michael. There being no comments, motion carried 3-0.

Zoning Hearing Board – No report was available for July. There will not be a hearing held on August 28, 2019 due to a lack of applicants.

Planning Commission Report – Haldan read the report for July.

Land Preservation Report– Bob read the report for July.

Bob stated the Land Preservation Board asked seven surveyors for quotes regarding the Nehoda property. Two quotes were received. One in the amount of \$8,000.00 from Keystone Consulting Engineers and one from Barry Isett in the amount of \$14,500.00. The Land Preservation Board asked for permission to proceed with the Keystone Consulting Engineers proposal. Michael made a motion to proceed with Keystone Consulting Engineers not to exceed \$8,000.00 for the survey on the Nehoda property, second by Ray. There being no comments, motion carried 3-0.

Recreation Board – Judy read Thank You cards that were received from the participants of the recreation program. She further stated that Girls senior night for soccer will be held in October.

Landfill Committee Report – The August 8, 2019 report was received by the Board. Ray commented that Roger Bellis attended the Landfill Committee meeting and indicated that the first phase of the expansion has been approved. At this point they

are working on the second phase which is the technical portion. At this point Chrin has until September to answer questions and once the questions are answered, the DEP has a sixty-day time period to report back to Chrin as to whether the expansion is approved or to ask more questions. Ron stated that everything is moving forward and right now Chrin needs to respond to the deficiency letter. George commented that at the meeting it was pointed out there is also above and beyond the expansion approval a ten-year renewal application that has to be or is being made for another part of the landfill and that is the type of information that is not reaching the residents. Susan Reed commented that the Landfill Report is no longer read at the meeting as it used to be. Mark asked if the report can be posted on the Township website. Haldan commented that when he was on the Board fifteen years ago and they were negotiating the expansion it was told to the board to budget half million for problems that may arise in the future. Mike Albanese asked if there is protection after the landfill is closed.

Engineer Report– Ron Madison briefly reviewed his August 9, 2019 memorandum.

Ron commented that the new Northampton County Parks and Recreation Grants Coordinator recommended that Maser Consulting submit a time extension request for the Open Space Grant for the Melchor Tract. This extension was granted by the County until December 31, 2020.

Ron stated that the February 28, 2019 review letter on the Melchor Tract required a separate stormwater management study point for each interpreted exceptional value wetlands. In order to meet that request, Maser had to redevelop a separate stormwater management analysis for resubmission to NCCD. Ron is asking for approval for the additional engineering cost in the amount of \$10,121.25. Mark had asked Ron if he felt we were still in the cost of the budget. Ron commented that he felt it is about a ten percent increase. George commented that he feels the tentative schedule of the project would be something to place on the website. Michael made a motion to authorize the expense of \$10,121.25, second by Ray. There being no comments, motion carried 3-0.

Ron stated that they issued a request for proposal to five landscaping contracting firms for the Baseball Infield Project. Four contracting firms responded, three proposals were submitted and one replied to decline. All the RFP information and proposals was submitted with correspondence to the Board dated August 9, 2019. Maser Consulting is recommending the contract be awarded to the lowest qualified proposal firm which is Brightview Landscape Services of Allentown, PA. in the amount of \$20,575.00 which meets the public bidding threshold. Mark commented that first quoted \$23,200.00, another firm at \$37,321.00 and another at \$44,001.52. Mark further commented that Brightview's quote was dropped from \$23,200.00 to \$20,575.00. He asked how this price came down and if all three companies were

contacted. Ron stated that no proposals were received by the deadline, so Maser Consulting contacted all five firms and told them that the RFP process was going to be extended. Ron stated that all three proposals were above the threshold. After talking with the solicitor, we were told we could negotiate with the lowest qualified firm. Jonathan commented that all three proposals have to be retained for three years. Ray made a motion to award the project to Brightview in the amount of \$20,575.00, second by Mark. Michael asked if the request for proposal went through Mikal? Mikal commented it was the decision of the Board to have Maser Consulting take care of the RFP. There being no further comments, motion carried 2-1. Michael opposed.

Old Business

1. Air BnB Discussion and Authority to send to Planning Commission for Review and Comment – Jonathan stated a couple of months ago, Will in his office circulated a memorandum wherein a Pennsylvania Supreme Court case looked at definitions in a zoning ordinance to determine that short term transient rentals were not allowed in Hamilton Township. Based on Will's determination an Air BnB would only be allowed under the BnB Use in three zoning districts as a special exception. The draft stand-alone Ordinance has certain standard licensing requirements to rent property on a short terms basis and the zoning would allow in certain locations. It also defines what a short-term transient is and the parking requirements. Jonathan stated Will is finishing the review of the comprehensive update to the zoning ordinance. the zoning ordinance amendment for short term transient rentals can be placed in the comprehensive update since as the ordinance is written today the use is only allowed as a special exception bed and breakfast in three zoning districts. The consensus with the Board is to place the amendment in the comprehensive update.

2. Public Hearing – James Hullet – Agricultural Security District Application – Resolution 2019-19 – Jonathan stated the application was received from a resident in Lower Saucon Township. It was advertised for public comment (none were received) and sent to the Planning Commission, Land Preservation Board and Lehigh Valley Planning Commission. All three came back with the recommendation to include the property in the Agricultural Security Area. The property was posted and advertised. Mark opened the public hearing and asked for any public comments. No comment was offered. Mark closed the hearing. Michael made a motion to approve Resolution 2019-19, second by Ray. There being no comments, motion carried 3-0.

3. Property Maintenance Code Discussion – Mark stated that Mikal will be scheduling a public workshop on October 9, 2019 at 8:00 a.m. for the proposed adoption of the code. The purpose of the workshop is to have the code conform to Williams Township. Ray asked who will enforce the code. Mark commented that it will be the Building Code Official who will enforce it.

New Business

1. Appointment of Zoning Officer and Building Code Officer – Resolution 2019-20 – It was stated there is no conflict with the Zoning Officer and Building Code Officer as

they are not one in the same. Ray made a motion to accept Resolution 2019-20 Appointing Zoning Officer and Code Enforcement Officer, second by Michael. Linda Heindel asked what the qualifications are for the Zoning Officer. It was stated that the Zoning Officer will be in the office Monday and Wednesday. Motion carried 3-0.

2. Landfill Committee Appointment - Mark stated Brian Truppi and Ben White have both expressed interest on serving on the Landfill Committee. Ray made a motion to appoint Ben White as a member of the Landfill Committee, second by Michael. Ray commented that Mr. White took the initiative to come to the last two meetings. There being no further comments, motion carried 3-0.

Supervisors Remarks

Ray commented about investing the Landfill Settlement money into CD's. Mark commented that he would like to see the three to five-year projections so that the Board can make informed decisions.

Michael explained the reason he voted against the ballfield RFP is that he does not see a benefit in doing the infield and feels it would short the public works department and possibly take them away from other projects that may be more important.

Audience Comments

Linda Heindel - Gave an update on the PennEast Pipeline.

Michael Albanese - Spoke about the Chrinerger Park and whether or not the Board has approached Chrin to help with fixing up the park and renaming the park top Williams Township Veterans Park.

There being no further business, meeting was adjourned at 8:29 p.m.

Respectfully Submitted,

Melody A. Ernst, Asst. Manager/Secretary
Williams Township Board of Supervisors