

**Williams Township Board of Supervisors**  
**April 8, 2020**

The monthly meeting of the Williams Township Board of Supervisors, 655 Cider Press Road, Easton, PA 18042 was held on the above date virtually on “gotomeeting.com” and called to order at 7:00 p.m. by Chairperson Mark Ernst. Mark asked the audience for a moment of silence in light of the recent COVID-19 situation. 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 gave some general housekeeping for the way the virtual meeting would be hosted. Mark stated that he will ask Mikal after a motion if there are any resident comments. The residents will also have an opportunity in the beginning of the meeting for agenda only comments as well as under audience comments. Mark asked Jonathan if he has any comments on the Chrin Agreement agenda item. Jonathan stated the Board received the Agreement in final form earlier today and the Board may approve said Agreement subject to Greg Chrin signing it. Mark stated that if residents have comments regarding Chrin to send the comments into Mikal to be heard.

Mark stated there were Executive Sessions held on March 16, March 18, March 19, March 23, March 25, April 1 and April 9 all regarding personal issues and the COVID-19 problems that we are experiencing.

Mark asked Mikal if there are any resident comments regarding agenda items. Mikal stated there are no comments at this moment.

Mark asked Ray and Michael if they had any corrections to the Minutes of March 11, 2020. There being none, Michael made a motion to approve said minutes, second by Ray. There being no comments, motion carried 3-0.

Melody presented the Expense Report of April 8, 2020 to the Board. Michael made a motion to approve the Expense Report and pay the bills, second by Ray. Ray stated he went over the bills for this past month, and expressed concern over the check for the stormwater basin work and the proposed walking trail invoice that was over \$12,000.00. He further stated that he feels this needs to start being reined in as we can't continue to go at this pace. There being no further comments, motion carried 3-0.

**Manager's Report** – Mikal submitted his report of April 8, 2020 to the Board for review.

Mikal stated that the General Primary Elections will be postponed from April 28, 2020 to June 2, 2020.

Mikal wanted to take the time to thank the residents of Williams Township for doing their part in the battle against COVID-19. We ask that you continue to follow the policies and stay home and stay safe.

Mikal stated that the DCED Audit has been completed by Riley & Co. The audit was completed in satisfaction of the audit company and is in front of the Board for review. Upon the Boards approval of the audit, the acceptance letter would need to be signed and then the audit will be forwarded to DCED. He thanked Melody for continuing to manage the Township's finances. Ray made a motion to approve the audit as it has been presented and sign the acceptance letter, second by Michael. There being no comments, motion carried 3-0.

Mikal stated that all Township meetings for the month of April have been postponed. Recycling and Brush Collection for April 11<sup>th</sup> has been postponed. The Shredding Event is rescheduled for September 19, 2020. The office is operating as usual unless otherwise posted on the Township website. The Zoning Office is temporarily closed; however, the Zoning Officer is working remotely should any resident have an emergency.

The next Board of Supervisors meeting will be held on May 13, 2020. A decision will be made prior to that date to determine if the meeting will be held in the Township building or by virtual meeting. Please check the website for the schedule of the meetings.

Mikal wished everyone a Happy Easter.

Mark asked Mikal if there are any residents that are logged onto the meeting. Mikal stated there is one individual.

**Public Works** – Mike Strawn gave the report.

**1. Award 2020 Road Paving Project** – Mike stated that one bid was received from Asphalt Maintenance Solution for the FB Modified Paving Project. He stated the bid was for \$218,481.80 and will be paid out of Liquid Fuels. Michael asked if the bid is comparable to other bids in the past. Mike stated it is pretty comparable and not out of the ordinary. Michael made a motion to accept the bid from Asphalt Maintenance Solutions in the amount of \$218,481.80, second by Ray. There being no comments, motion carried 3-0.

Mike asked for the Boards permission to hire up to four summer temps for the Public Works department to help with the mowing. The hiring would be based on the

Township Manager and the Public Works Directors recommendation to authorize the hiring. The hourly rate would be \$13.88 an hour. Ray made a motion to hire up to four temporary employees, second by Michael. There being no comments, motion carried 3-0.

**Zoning Office** – Mark stated there is no Zoning Hearing Board meeting for the month of April.

**Planning Commission Report** – None

**Land Preservation Board Report** – None

**Recreation Board Report** – None

**Landfill Committee Report** - None

**Engineer Report** – Ron Madison briefly reviewed his April 2, 2020 memorandum.

### **Solicitor Report**

**1. Authorization for Grim, Biehn & Thatcher to Represent Township for Joshua Wagner Zoning Appeal** - Jonathan stated the hearing has not been scheduled because the Applicants submitted a continuance. The resident was cited by the Zoning Office and given a Zoning Enforcement Notice in early March. The resident then filed a Zoning Hearing Board application about seven days later and filed it pro se. Jonathan thinks the resident intended to appeal the Zoning Enforcement Notice but checked the box asking for a Variance or Special Exception for a permit to operate his landscaping business from the property where he resides. Jonathan further stated that because he feels the resident intended to appeal the Zoning Enforcement Notice, he suspects the Zoning Hearing Board will allow him to amend his application at the hearing to include that and under the Municipalities Planning Code the Township has the responsibility on an appeal from the Zoning Enforcement Notice to present testimony to establish the violation. He is recommending his office attend the hearing. Michael made a motion to have Jonathan appear at the Zoning Hearing Board meeting, second by Ray. There being no comments, motion carried 3-0.

**2. Approval of Third Amendment to the Settlement Agreement with Chrin Brothers, Inc.** – Jonathan stated about a month ago the Board authorized Jonathan to send a revised Settlement Amendment to Chrin. The amended Settlement came back with two requested changes related to the parcel that would potentially be conveyed to the Township for use as a stormwater facility. The first item was they wanted to make sure if it is conveyed, that is used for stormwater and if the Township chose not to go forward with that, then it would be conveyed back to Chrin. Jonathan further stated that language was added and also stated that language was added pertaining to the private sewer line on that parcel and Chrin needing to retain an easement to access it for any repairs or maintenance. Jonathan stated the added language has been approved by Chrin’s attorney. It was further stated that once the signed Agreement is received the Township will be notified so each Board member can be scheduled to sign at their leisure. Michael made the motion to approve the Agreement subject to Greg Chrin signing same, second by Ray. Mark asked Mikal if there are any resident

comments. Mikal stated nothing at the moment. Ron stated for clarification the property adjacent to that property in question is lined up with the sanitary sewer easements. Michael asked if there is any responsibility on the Township for the private sewer line. Jonathan responded no. There being no further questions and questions from residents, motion carried 3-0.

### **Old Business**

**1. Public Hearing - Adopt Short Term Transient Rental – Ordinance 2020-3** – Mark opened the public hearing. Jonathan stated his office printing the wrong Ordinance for last month’s meeting; and therefore the correct Ordinance was advertised for public hearing this evening. Michael made a motion to approve Ordinance 2020-3, second by Ray. There being no comments, motion carried 3-0.

**2. Public Hearing – Municipal Pension – Ordinance 2020-4** – Mark opened the public hearing. Jonathan stated this was requested by the PMRS. They asked the Township to adopt this Ordinance to bring the Township into compliance with the new Federal Legislation and Treasury regulation related to Municipal pensions. This was done six to ten years ago and needs to be updated so that it complies with Federal law. Mark closed the hearing. Michael made a motion to approve Ordinance 2020-4, second by Ray. There being no comments, motion carried 3-0.

### **New Business**

**1. Ratification – Disaster Emergency Declaration in Response to the COVID-19 Emergency – Resolution 2020-15** - Mark commented that Resolution 2020-15 needs to be ratified. Jonathan stated it would be dissolved either by the Governor terminating his order or the order expiring or by action of the Board of Supervisors to terminate it prior to that. Michael made a motion to approve the ratification of Resolution 2020-15, second by Ray. There being no comments, motion carried 3-0.

### **Supervisors Remarks**

Ray hopes everyone stays healthy and to follow the rules that the medical personnel has set for us. Michael commented that he is concerned about the Township parks and the many people not complying with the Township notice that the parks are closed but to use at your own risk. He feels that the parks should be closed and locks placed where ever we can for everyone’s safety. Mark commented that he trusts that everyone will be safe and use commonsense when it comes to life as we know it now.

### **Audience Comments**

**1. Walt Henderson** – Mikal stated that an email was received from Mr. Henderson of 385 Coffeetown Road. He commented that he and his wife picked up trash along Coffeetown Road and wanted to know whether the Supervisors could consider purchasing and installing no littering signs when entering the Township. Mark asked Ron and Mike if signage would need approval or if that is something that Williams Township can simply install. Mike commented that any signs on a State Road would

need to be authorized by PennDot. For Township Roads, the no littering signs can be attached on an existing post if the Board wishes but that he also does not feel this will accomplish anything. Ron commented that he agrees with Mike, but added if you wanted it to be enforceable you would need to pass an Ordinance but without Township Police, it is very unlikely that the State Police would respond to such a complaint. Mark asked the Board if they wanted to act, or table it until next month. Michael commented that he does not believe the no littering signs will make a difference. He would like to see residents get involved with picking up trash on various roads or have the Township pick up the trash on a periodic basis. Another suggestion was to have the Scouts do it for a way of Community Services, but questioned the liability standpoint. Mike Strawn commented that the Township has 92 roads not counting the State roads. Ray commented that he and others picked up the trash on Diehl Road last year and a week later it looked as if nothing was done. He feels it would be a waste of time. Mark commented that he thinks Mr. Henderson is looking for signs to be posted when entering Williams Township like by Muellers Store and down at Morgan Hill when you see "Welcome to Williams Township". He further stated that he is sensing the general consensus is that it would be futile to post the signs. Mark asked if Mike Strawn could see how many signs would be needed and how much it would cost. Mike commented that he will contact PennDot for their thoughts. Mikal commented that PennDot has a program that would give community members the choice of hosting a location and that party would be responsible for that particular roadway. Mike commented that is PennDot Adopt a Highway Program.

Ray wanted to comment about the parks being closed. He stated that he doesn't want to see vandalism if you start to lock everything up because you want to close the parks completely. Michael feels that at the very least the signs be changed and not read "Parks closed, use at your own risk". Mark stated that he is fine with the way the signs read. He further stated he will leave it up to Mikal if he so wishes to change the verbiage.

Mikal reminded the Board that there is an executive session scheduled for tomorrow at 3:00 p.m.

Mark thanked everyone for doing an excellent job on the virtual meeting and thanked everyone that participated.

There being no further business, meeting was adjourned at 7:44 p.m.

Respectfully Submitted,

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