

**Williams Township Board of Supervisors  
September 9, 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. 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 asked Mikal if there are any public comments on agenda items. Mikal stated no. He further stated that Bob Schmidt from 30 Browns Drive emailed before the meeting regarding a log jam at the Fry Run park and if not removed could be dangerous. Mark asked if this is something the Township can take care of. Mike Strawn stated not on private property.

Mark stated an Executive Session was held on Friday, August 21, 2020 for Legal Matters, Tuesday, August 25, 2020 for Personnel Matters and September 9, 2020 for Personnel and Legal Matters.

Mark asked Ray and Michael if they had any corrections to the Minutes of August 12, 2020. There being none, Michael made a motion to approve the August 12, 2020 Minutes, second by Ray. There being no comments, motion carried 3-0.

Melody presented the Expense Report of September 9, 2020. Michael made a motion to approve the Expense Report, and pay the bills, second by Ray. There being no comments, motion carried 3-0. It was stated that the Treasurers Report for August was not available.

**Managers’ Report** – Mikal read the report for September 9, 2020

Mikal stated that notification was received from Easton Area Joint Sewer Authority that the 2019 audit has been conducted and based on the calculations the Township owes \$1,407.23. Mikal seems to feel that some of the “refunds” the Township had offered throughout the year may have contributed to this. He feels that the Township should give consideration to the adoption of a Township Refund Policy. Mark commented that he thought the Township had a standing policy that there are no refunds unless the Township gets reimbursed. Ron commented that Williams Township back in 1995 or 1998 adopted rules and regulations. Mikal commented that he has found a file and is going through that.

Mikal commented that the Meals on Wheels of the Greater Lehigh Valley has submitted the necessary paperwork asking for support in the amount of \$4,000.00. Mikal further commented that approximately 25 Township residents benefit from the service. Ray asked where we stand in the contribution line item. Mark asked if the donation

requested is for 2020 or 2021? Michael recommended that the Township contribute \$1,500.00 this year. It was the Boards consensus to contribute \$1,500.00 to the Meals on Wheels of the Greater Lehigh Valley.

Mikal commented that an email was sent to him from Mr. and Mrs. Fulton of Old Well Road regarding truck signage and will be talked about under the Public Works report.

Mikal commented that an invoice was received from the WTAA in which the Township has always paid half of the invoice. Mikal feels that this should be treated the same as any contribution and the proper paperwork should be filled out. Mark commented that his thoughts are anyone that is asking for a donation should fill out proper paperwork so that we are not discriminating. Mikal will reach out to the WTAA. Ray asked if the paperwork needs to be done for future funding or for what was handed in. Mikal commented for both. Ray commented that this is the way it has been done for the past 20 years and this is the way Jonathan wanted it. Mikal commented this is simply a recommendation to the Board. Mark commented that for atleast the last three years the Township has worked on separating the WTAA from the Township because it is a liability issue. Jonathan agreed. Mark further commented they are considered a separate entity and this request should now be considered as a donation. Michael commented that they should follow the rules and submit the appropriate paperwork.

Shredding Event will be held on September 19, 2020 from 9 a.m. to 11 a.m. at the Public Works Building. Because of COVID, there are rules that will need to be followed. They are posted on our website. Mark asked if there will be record keeping at the event this year. It was stated there will be.

**Public Works** – Mike Strawn gave the report for August 12, 2020 to September 9, 2020.

Mike stated that he received three quotes for the basin “B” liner for the Melchor Park Project and is asking for support to order the liner from JH Waters, Inc. for \$13,807.80. Since we are under a time restraint and if we cannot get the liner from JH Waters then he is looking to purchase same from LB Water in the amount of \$14,066.25. Michael made a motion to purchase the liner from JH Waters and if there is a time restraint to purchase from the next lowest bidder LB Waters for the amounts stated above, second by Ray. There being no comments, motion carried 3-0.

There was a complaint from a resident for removing the “Opposing Traffic Does Not Stop” sign on Morvale Road. Mike commented that when looking to replace the sign it was determined it was not an authorized sign and needed to be removed. Mark commented that he drove that road and really did not see a reason for opposing traffic does not stop sign. It was determined by the Board that a letter will be sent to the resident from the Township Manager.

Mike stated with the request for truck signage on Old Well Road, not sure what else can be done without a study. The truck driver was told by his employer not to use Old

Well Road, but the driver did so anyway. Ron stated that for the Township to make it enforceable by the State Police, a PennDot study would need to be done. He also believes that an engineering firm did a 4 ton weight limit study. After a brief discussion regarding signage, Mike stated he will change the signage around and see if the new sign will make a difference. Mark asked Mikal to send a letter to Mr. and Mrs. Fulton in response to their email.

Mark asked Mike what his estimate time of completion would be for the Melchor Park Project. Mike commented that the completion will depend on the weather. The whole top part is complete and as soon as the liner arrives then work will be started on the next sediment basin. The parking trail and lot will need to be paved for ADA Accessible. Michael asked if the entire parking lot needs to be paved or just spots. Mike commented the handicap spots and when they get to that point he will have figures for the board. Ron commented that he believes the base course in the top lot and the ADA area should be done and then look to see where we are with the two budgets. Mikal commented that we will need to give the park an official name as well.

**Zoning Office** - There will be a virtual Zoning Hearing Board meeting on Wednesday, September 23, 2020 at 7:00 p.m. The Following will be heard:

1. Matthew and Beth Vanselous - 1970 Morgan Hill Road - Variance

**Planning Commission Report** - None.

Alan stated that two individuals expressed interest in the alternate position on the Planning Commission. He further stated that both applicants were interviewed and after careful consideration, it is Alan's recommendation as Chairman of the Planning Commission to appoint Cindy Hall as Alternate. Jonathan stated you do need a Resolution and the Board can vote on it and then either Jonathan or Mel can prepare the Resolution. Mark made a motion to appoint Cindy Hall as Alternate for the Williams Township Planning Commission, second by Michael. There being no comments, motion carried 3-0. Mikal stated he will draft a letter to Cindy Hall of the position.

**Land Preservation Board Report** - Bob gave the report for August.

Bob asked if the Township can remove the blockage at the Frys Run Park if permission is granted by the property owner? Ron stated that he believes permission would also be needed from the County Park. Mike stated that it has always been frowned upon to use Township equipment and personnel on private property. Ron suggested contacting Fish and Boat Commission to make them aware of the dangerous situation. Mikal will contact the Fish and Boat Commission.

**Recreation Board Report** - Judy commented that the bill that was submitted for payment is for fire and theft and has always been split in half with the Township. Mike stated our buildings are already covered under the Township Insurance. Why

would the Township pay double? Judy stated it has been the same policy that was put together to save money on both sides.

Chris Shunk presented a bid at the Recreation Meeting for fixing field A in the amount of \$8,720.00. It is the Recreation Board recommendation the work be done in October or November. Ray made a motion to fix field A, second by Mark. There being no comments, motion carried 3-0.

Judy stated that Barry Batdorf sent in his resignation from the Recreation Board. Mark made a motion to accept the resignation of Barry Batdorf, second by Michael. Mark asked Mikal to send a letter on behalf of the Township to Barry. There being no further comments, motion carried 3-0.

Judy also stated that the Recreation Board voted to have Field B Municipal Park named after Ray Abert. She also thanked the Public Works Department for setting up the garage for the Recreation Board meeting.

Mark asked Ray if he accepts the offer of the field being named after him. Ray commented that he's never done anything to be recognized for it. He further read a list of names and stated he could not have done it without their help. Michael asked if we would be able to put it out for a Township vote and include it on the ballot this November. Jonathan stated that it is a nonbinding referendum and most Board of Elections do not allow that. Jonathan further stated that he believes it's too late to place on the November ballot, but perhaps could be considered for May. Michael commented that he thinks it would be a great idea to have the whole Township vote on it. Mark made a motion to approve naming Field B after Ray Abert, second by Michael. Alan commented that he feels it is a fantastic idea. There being no further comments, motion carried 2-0. Ray abstained.

#### **Landfill Committee Report - None**

**Engineer Report** - Ron Madison briefly reviewed his September 8, 2020 memorandum.

#### **Solicitor Report - None**

#### **Old Business**

**1. Public Hearing - ZO Amendment, Section 27-904.A - Ordinance 2020-5** - Mark opened the hearing. Jonathan stated this has been advertised for a public hearing and made available at the Law Library, Township building and the Express Times for review. It has been sent to both LVPC and Williams Township Planning Commission. Ray made a motion to approve Ordinance 2020-5, second by Michael. There being no comments, motion carried 3-0. Mark closed the hearing.

#### **New Business**

**1. Minimum Municipal Obligation (MMO) 2020 Approval** - Mikal stated that he is advising the Board of the Township's responsibility for the 2021 MMO in the amount of \$51,065.00. Ray made a motion to approve the MMO as stated, second by Michael. There being no comments, motion carried 3-0.

**2. 2590 S. Delaware Drive Well Waiver Approval – Resolution 2020-24** - Michael made a motion to approve the well waiver, second by Ray. There being no comments, motion carried 3-0.

### **Supervisors Remarks**

Michael stated he received a message from Representative Freeman that there is \$148,871.00 to Glendon Borough to make stormwater improvements along Berger Road. Mike commented they are talking Chrin Park driveway down to Morvale Road for the grant funding and that is all Glendon Borough, not Williams Township.

Ray the Public Works for taking care of the roads during the last storm. Ray asked what the Zoning Hearing Board Application for 1970 Morgan Hill Road was all about. Mel gave an explanation.

Mark thanked Mike for doing a nice job at Durham Road and Coffeetown with the tree. He also commented on the trimming on Wassergass Road.

Thanked Jonathan for attending and glad he is feeling well. Also thanked the professionals and staff.

### **Audience Comments** – None

There being no further business, meeting was adjourned at 8:21 p.m.

Respectfully Submitted,

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