

**Williams Township Board of Supervisors**  
**November 12, 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 William Oetinger, 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. There are no comments.

Mark stated an Executive Session was held on Monday, October 19, 2020 for Legal Matters, Monday, October 26, 2020 for Personnel Matters, Tuesday, November 10, 2020 and Thursday, November 12 for Legal Matters.

Mark asked Ray and Michael if they had any corrections to the Minutes of October 19, 2020. 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 November 12, 2020. Michael made a motion to approve the Expense Report, the Treasurers Reports for October and pay the bills, second by Ray. There being no comments, motion carried 3-0.

**Managers’ Report** – Mikal read the report for November 12, 2020.

Mikal stated notification was received by Susquehanna Municipal Trust regarding zero lost time days in 2019 and a report card score of 117 out of 125 points for safety and loss control and risk management. Michael asked how we get the highest score. Mikal explained we would have to formulate a safety committee which we could look at for the future.

Mikal acknowledged the Public Works Department for their entry into the PennDOT virtual innovations week. The department submitted a pipe flushing concept to assist in unclogging lines.

Mikal thanked the Administrative staff for their work on the 2021 Budget.

**Public Works** – Mike Strawn gave the report for October 14, 2020 to November 12, 2020. Mike explained he designed the pipe flushing concept to be used to flush stormwater pipes and sewer lines. He stated it gives us some recognition. Mark congratulated Mike. Ray and Michael thanked Mike for the extra time and effort.

**Zoning Office** – There will not be a Zoning Hearing Board meeting on Wednesday, November 25, 2020.

**Planning Commission Report** – Alan gave the report for October 21, 2020.

**1. Michael C. Shoop and Mary Jo Crowley – Lot Line Adjustment – Resolution 2020-29** – Mark made a motion to approve Resolution 2020-29 contingent upon the conditions set forth by the Planning Commission as well as the approval of the Lehigh Valley Planning Commission, second by Michael. There being no comments, motion carried 3-0.

**Land Preservation Board – October 27, 2020.** Bob summarized the report. It was recommended by the Land Preservation Board to adopt the Agreement of Sale that was drafted by Jonathan. Mark stated that can appear on the December Agenda.

The Land Preservation Board also recommended that the Board accept to have the appraisal done for the O'Brien property in the amount of \$2,600.00 from Indian Valley Appraisal. Mark made the motion to approve said appraisal in the amount stated, second by Ray. There being no comments, motion carried 3-0.

**Recreation Board Report** – Ray gave the report. The Recreation Board asked to have their meetings changed from the second Tuesday of each month to the first Wednesday of each month. It was asked if a light could be installed at the Chrinerger Field. Mark stated we are moving forward with the transfer and once the Township owns the fields then we can move forward with installing lighting.

**Landfill Committee Report – None**

**Engineer Report** – Ron Madison briefly reviewed his November 5, 2020 memorandum.

**Solicitor Report – None**

**Old Business**

**1. Authorization to Advertise for Public Hearing – Well Ordinance 2020-6** – Ray made a motion to advertise the Well Ordinance for a Public Hearing, second by Michael. There being no comments, motion carried 3-0.

**2. Authorization to Advertise for Public Hearing – Driveway Ordinance 2020-7** – Michael made a motion to advertise the Driveway Ordinance for a Public Hearing, second by Ray. There being no comments, motion carried 3-0.

**New Business**

**1. Chrinerger Park Subdivision Plan Waiver – 250 Berger Road – Resolution 2020-27** – Will explained the conditions in the Resolution and stated it is subject to the Maser Consulting review letter. Mark commented that it is his understanding that some of the conditions still need to be met. Ron stated there is still work that needs to be satisfied before the plan is recorded. Ray commented that to be clear we can accept this Resolution. Will stated that is correct subject to the revisions in the review letter.

Ray made a motion to accept Resolution 2020-27, second by Michael. There being no comments, motion carried 3-0.

**2. Consideration of Amendment 1 to Host Community Agreement** - It was stated that the Host Community Agreement was adopted in 2009 and this Amendment would dissolve the Landfill Committee. The Board feels that it is no longer necessary to have the Committee. The Township will still receive monthly reports from the Landfill and information will be posted on the Township website. It was further stated that Chrin has already signed the Amendment and has returned it to the Township for approval. Mark made a motion to accept the First Amendment to the Host Community Agreement, second by Michael. Ray asked if a resident or himself has a question, who do they contact. It was stated either Mikal or Tom McMonigle. There being no further questions, motion carried 3-0.

**3. Authorization to Advertise the 2021 Budget** - Mark opened it up for discussion as the Township may be at a cross road for a slight tax increase. Michael commented after looking over the final revision it seems that the Township really needs to think about a small tax increase because after this coming year the settlement money will no longer be received from Chrin. Ray commented that he has reviewed the October Treasurers Report and, in his mind, he cannot justify an increase with the kind of balance the Township is carrying. He further stated that other municipalities are holding without a tax increase. Mark commented that he has looked into raising taxes because the Township has had to tap into the reserve account. On the other hand, Mark commented that if we do not raise taxes, he would be looking at tightening our purse strings which could mean not as many donations or not do certain projects such as the ballfields. He further stated that he realizes the budget is just a projection but there are places where we can save money. He stated that being a supervisor living in the Township it is one of the hardest things to consider, especially if people are on a fixed income or do not have a job because of the pandemic. Mark asked if anyone had any comments. Mikal stated there are no comments on the screen. Mark made a motion to advertise the 2021 budget in its current state without a tax increase, second by Ray. Mark commented that he made the motion but he is also concerned that next year there will need to be a tax increase as our surplus diminishes. There being no further comments, motion carried 2-1. Michael opposed. Michael commented that after Marks comment, that is why he feels a tax increase is needed. He further stated we may be fine in 2021 but then the following year we may be looking at a full mil increase because he feels this is going to impact the Township in 2022 and we should be proactive and raise the tax a small amount this year.

**4. 150 Young Street - Well Waiver Approval - Resolution 2020-30** - Michael made a motion to approve said Resolution, second by Ray. There being no comments, motion carried 3-0.

**5. 90 Springfield Road Lot Transfer** - Will stated the applicant is on the call as well as their attorney. Joshua Daly introduced himself and stated he is the Attorney for Joni and Matthew Brobst. Attorney Daly also stated that his partner Attorney Brown has been working with Will on this matter. Will stated there are three properties in a row. If you are looking at the properties on Springfield Road on the left is 90 Springfield Road which was owned by the late Jocelyn Brobst, center is a vacate parcel of land that has been sold 2 times since 1974 on a separate deed from 90 Springfield Road as well as

100 Springfield Road. The Estate now intends to sell 90 Springfield Road and deed the middle parcel to the residual beneficiaries Joni and Matthew Brobst. This is a property that has been in the family for some time and the sale of the estate house is going to be sold to an unrelated party. Attorney Daly stated that a contract of sale has been signed and closing is the first week of December. Will stated that the beneficiaries have gone to the Northampton County Assessment office seeking to convey this middle parcel to Matthew and Joni Brobst as part of the estate settlement. However, they found out in 2016 the Board of Assessment took away the parcel ID number. In order to recognize the lot, they need a letter from the Township to do the transfer or conveyance. Will's recommendation is that the Township prepare the letter to Northampton County Board of Assessment but we subject that letter to a Declaration of Conveyance that restricts the use of the middle parcel from any use besides any residential structures on the property. With that being said, it will never be able to be used for development and will always be part of 100 Springfield Road and will require a Deed of Consolidation. That merger would have to be achieved within 6 months with a survey of the perimeter of the combined parcels. Attorney Daly asked if the letter and Declaration could be received before they have closing. Ray was talking to applicant and he is on board. Michael stated he has no reason for objection. Michael made a motion to authorize the Township Solicitors office to prepare a letter to Northampton County Board of Assessment allowing it to recognize the 16,505 square foot property located at 90 Springfield Road as its own tax map parcel number subject to a Declaration of Conveyance and subject to a Deed of Consolidation being exercised within 6 months with a survey of the perimeter, second by Ray. There being no comments, motion carried 3-0.

### **Supervisors Remarks**

Ray thanked the Veterans Day Committee for a job well done. Ray held up a sign to show everyone that was presented by the children. The Committee did a video for Veterans Day that can be viewed on YouTube.

Ray mentioned that he feels a penalty should be charged to residents who do not get permits and then are caught doing a project without one. It is done in other Municipalities and feel we should place it in our fee schedule. There was a brief discussion wherein Ray suggested that if you do not get a permit you pay double. Mark also commented on what other local communities such as the City of Allentown, City of Bethlehem and New Jersey and what fines they hand out for no permits. This is something Ray would like to act on this January.

Ray stated he was going through the minutes and he failed to bring to the Board the last pay for August for when Melody was doing her job and training Mikal in his position. Ray made a motion to pay Melody \$2,500.00 for the month of August in 2018, second by Michael. Michael stated that he agrees with Ray. There being no comments, motion carried 2-0. Mark abstained.

Michael thanked Mikal, Mel and Mike for the work on the 2021 budget.

Mark asked Mikal if there is training that needs to be done this year for the Emergency Management position that him and Don Hockman hold. Mikal stated that we have attended training and it is an ongoing process. Mark further stated that pay will be extended if both have attended training.

Mark commented every Christmas season we get together with the staff and professionals and this year because of COVID-19 we would not able to do that. Instead of a luncheon/dinner he would like the Board to consider gift cards for full time employees as a thank you. Michael stated that he feels that is a good idea to show appreciation to all of them. Ray is also on Board. Mark asked that the Board think about it and whether the Board wants to take it out of their own pocket or from the budget.

Linda Heindel stated that they received 158 hits on the YouTube video that was posted for Veterans Day. She thanked Rayanne Perry, George Washburn, Mike Strawn, Lester Race and Alan Kirby. It is a real team effort and we all did it with our hearts full of gratitude.

Mark thank Linda and everyone who made the Veterans Day program possible. Linda also thanked Ron Hinline.

Mark also thanked Will for doing a stand-up job in place of Jonathan. He stated that our Township is blessed with our professionals.

### **Audience Comments**

**1. Joni Brobst** - Thanked the Board from her and Matt for voting to help them keep the property that has been in the family for a long time.

The Board wished everyone a Happy Thanksgiving.

There being no further business, meeting was adjourned at 8:05 p.m.

Respectfully Submitted,

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