

**Williams Township Board of Supervisors**  
**July 14, 2021**

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. Others present were Vice Chairperson Michael Bryant, Supervisor Raymond Abert, Township Solicitor Jonathan Reiss, Township Manager Mikal Sabatine, Township Engineer Ronald Madison and Assistant Township Manager Melody Ernst. Absent was Public Works Director Michael Strawn.

Mark stated there were Executive Sessions held on June 22, 2021 and July 9, 2021 for personnel matters.

Mark asked Ray and Michael if they had any corrections to the Minutes of June 9, 2021. 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 July 14, 2021 together with 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.

Mel advised the Board that she received an email from Pride Abstract regarding a transfer tax that was collected in December 2020. It was brought to the Abstracts attention sometime after the closing that the buyer and seller are related and should have not paid the realty transfer tax. The residents are asking for their money to be refunded. The abstract company reached out the school district and has not had a response. They also reached out to the State and are waiting for a reply back from them. It was the Board consensus to wait and see how the State responds to them. Mel will send an email to the Abstract Company with the Board decision.

**Manager's Report** – Mikal submitted his report of July 14, 2021 to the Board for review.

Mikal stated he received a request from the Wilson Warrior Football Mother's Club asking if the Township would be in sponsoring a hole in the Warrior Football golf outing in the amount of \$100.00. Ray made a motion to approve the donation for \$100.00, second by Michael. There being no comments, motion carried 3-0.

Mikal stated that we are currently polling residents to see what type of interest exists in "push notifications" for our residents. It was stated to date, no responses have been received.

Mikal advised the Board a memorandum from County Executive Lamont McClure was received requesting the renewal of our commitment to the County to participate as part of the Urban County designation for a three year qualification period. This enables the Township to apply for grants through the County but excludes us from

applying through the State for Community Development Block Grant of CDBG. Williams Township has participated in this program for the past several years. Mark made a motion to re-sign the Agreement for another three years, second by Michael. There being no comments, motion carried 3-0.

Mikal informed the Board that the 2020 Local Share Account Grant from the Commonwealth of PA has been awarded to Williams Township in the amount of \$13,280.00. It was further stated that Mikal and Mike applied for the grant and it will be used to combine the two water storage tanks at the Public Works Building.

Mikal stated that he has received correspondence from Frank Nester of JNFN Properties, LLC. regarding the parking issues on Centre Street. He is asking for consideration for a no loading zone or a no parking zone that would be located on Centre Street across from his business. There was a brief discussion and the consensus of the Board is to have the Zoning Officer and the Township Engineer look at it and to make a recommendation at the August Board meeting. Mikal will respond to Mr. Nester that a decision will be made in the near future.

Mark asked Mikal if the Fire Company received the correspondence of the Never Forget Walk that the Township received. Mikal stated he is unaware, but will check with the Fire Company.

Public Works - Report for June 9, 2021 to July 14, 2021.

Mikal stated that we received a quote from Telco in the amount of \$2,300.00 for the three traffic lights serviced in the Township. This is a Preventive Maintenance Service. It was asked if additional lights are added will they be covered. It was stated that the cost will go up to reflect the additional lights. Michael made a motion to accept the Preventive Maintenance Service, second by Ray. There being no comments, motion carried 3-0.

**Zoning Office** - Mark stated the Report from the Zoning Office was received for the Boards review. Suzanne commented that she has been seeing a number of Enforcement issues in the Township.

Mark commented that there will be a Zoning Hearing Board meeting on July 28, 2021 to hear the following:

1. TH Minit Markets, LLC - 15-155 Morgan Hill Road - Dimensional Variances
2. Chris Fluck - 210 Wassergass Road - Special Exception
3. Robert Rafinski - 470 Gaffney Hill Road - Variance Relief
4. Michael Farrell - 180 Deemer Road - Dimensional Variance

**Planning Commission** – Alan Kirby gave the report. He stated that the Planners looked at the SALDO revisions for the cluster mailboxes and cleaned some verbiage for stormwater drainage. They recommended that it go before the Board of Supervisors.

**Land Preservation Report**– Jim Williams read the report for June. Jim thanked Mikal for setting up the Basic Parliamentary Procedures for Local Government training session that was held today. Mark asked Jim if it is required to have Laura Baird at every meeting. Jim stated that she does not need to be at every meeting only when needed.

Mark introduced Commander Brandon Horlacher of the PA State Police. He stated that he is here tonight to just introduce himself and to have an open line of communication. Mark thanked the Commander for a job well done. Michael asked if there is a schedule for when they patrol in the Township. Commander Horlacher stated they do not disclose it, but a unit is always assigned to the Williams Township. He further supplied recent numbers for reactive and proactive calls. The Board thanked Commander Horlacher for attending the meeting.

**Recreation Board Report** – Judy gave the report. She went over the recreation program and the number of kids that have been attending each week. Judy stated that LV Revolution baseball team would like to use the Chrin field if they have all the correct and current paperwork into the Township and to Chrin. The Recreation Board asked the Supervisors to waive the field fee. Mark made a motion to waive the fees for the use of the Chrin field, second by Ray. Mikal stated that at this time, they do not meet the current request of the Insurance Company to provide the abuse and molestation insurance. It was stated that they can use the field as long as the required insurance is submitted. Motion carried.

Judy stated that Jack Keiter asked for permission for the Wilson Youth Soccer to use the park field from August through November 15<sup>th</sup>. He also asked for permission to use the Chrin Field in October. It was stated they will do their own lining. There was a brief discussion regarding the use of the lights at no charge. Ray made a motion to allow the use of the fields for the soccer program with no charge, second by Mark. There being now further comments, motion carried 3-0.

Judy commented there was an incident in the grass parking lot area after a Connie Mack game. She stated that the Recreation Board would like to send a formal letter to the AA making sure they understand the field use rules. Michael commented that he thought they were using the field for fireworks. It was stated by Judy that Kevin would draft a letter. Jonathan recommended that the letter come from the Township Manager because this is a violation of park rules and regulations. He further stated with due respect, the committee is an advisory committee. Kevin commented he suggested that the letter come from the Township Manager at their meeting but there was a disagreement with that. Mark commented that he is fine with Kevin drafting the letter and the Township Manager reviewing it and signing it. It was discussed that

there needs to be repercussions if this happens again. Kevin Sweeney commented that this group is associated with the AA.

**Engineer Report**– Ron Madison briefly reviewed his July 9, 2021 memorandum. Ron thanked the Board for giving them the pleasure of serving the Township the past five years.

Ron stated that Mike has brought up concerns of Diehl Road and continuing accidents on the curves. Ron asked for the Boards permission to investigate the situation and give a recommendation to the Board for possibly increased signage at 25mph to encourage motorists to slow down. Michael asked if this is going to require a traffic study. Ron stated just an investigation and recommendation from his office. Mark asked what the cost would be. Ron stated less than \$500.00. Mark made a motion to have Ron prepare a recommendation not to exceed \$500.00, second by Michael. There being no comments, motion carried 3-0.

Mark thanked Ron for his five years of service and stated that he has saved the Township a considerable amount of money. Michael also thanked Ron. Ray asked where does the Township stand with the Chrin Park. Ron stated that they are waiting for Chrin to submit to the County to close out the NPDES permit.

### **Old Business**

**1. Continued Public Hearing – Lighting District Ordinance** – Mark opened the Public Hearing. Mark announced that letters were sent out to the residents and two responses were received to turn the light off. Mark indicated anyone that wants to speak to come to the podium. Residents of 90 Highfield Drive and 60 Highfield Drive both commented to turn the lights off. There were no further comments. Mark closed the public hearing. Mark made a motion to terminate the street lights and have them removed, second by Michael. There being no comments, motion carried 3-0.

**2. Public Hearing – Emergency Response Ordinance** – Jonathan stated approximately two years ago there was an oil spill on Young Street and the cost of the response by the DEP and the County Emergency Services was placed on the Township. The Township took on the expense in the amount of approximately \$7,000.00 for remediating the oil and was unable to recover the costs. Attorney Oettinger from Jonathan’s office has recommended changes to the Ordinance and if the amendment is adopted, it would enable the Township to recover costs. Mark closed the public hearing. Michael made a motion to approve Ordinance 2021-1, second by Ray. There being no comments, motion carried 3-0.

**3. WTAA Lease Agreement Approval** – Mikal stated the Agreement was signed by the WTAA and now needs the Boards approval and signature. Mark made a motion to approve the Agreement between WTAA and Williams Township, second by Ray. There being no comments, motion carried 3-0.

**4. Authorization to Advertise for a Public Hearing Cluster Mailboxes SALDO Amendment Ordinance** – Mark made a motion to advertise the Cluster Mailboxes SALDO Amendment for a public hearing, second by Michael. There being no comments, motion carried 3-0.

**5. Authorization to Advertise Alternative Energy ZO Amendment Ordinance** – It was stated that it should be sent to both Planning Commissions and not to advertise at this time. Jonathan stated that Attorney Oettinger from his office had a few questions for the Board that he put in an email. Jonathan asked what zoning district would the Board like to permit the off-site consumption wind/solar uses? Do you want to permit it as an conditional use or a Special Exception? And the last question, would the Board like to keep the accessory on-site consumption wind/solar uses in all zoning districts? Mark stated in his opinion he would like to see it by Special Exception because it would go before the Zoning Hearing Board and they can set reasonable restrictions. Jonathan explained that on site would be your own building and you have excess capacity that you sell back at different times of the day and off site which is a field of solar panels that produce energy that are going into the grid. There was a discussion as to which zoning district would be appropriate, agricultural where you usually have large lots or rural or dense areas. Barbara Faust stated that they received information about two years ago in the mail regarding solar fields placed on their land. Mark stated he would not have a problem with Commercial/Light Industrial and Agricultural and keep it out of residential as well as having it be a Special Exception. Alan Kirby stated he would hate to see a solar farm out where so much land is protected. Ray asked if it can be light commercial and keep it out of farmland completely. The consensus of the Board is to make it a Special Exception. Jonathan will make the provisions and will send it to the Township to be placed on the next Planning Commission agenda.

**6. Approval of the Employee Manual** – Michael made a motion to approve the manual, second by Ray. There being no comments, motion carried 3-0.

**7. Bonuses for Michael Strawn and Mikal Sabatine** – Mark commented this October when we do the budget, he is recommending that the budget include the average of the last three years of call outs and checking on the Township for Mike Strawn. He further stated that salaries have to be adjusted. Mark went over the averages of overtime for the last three years and made a motion to give Mike a \$5,000.00 bonus, second by Michael. George Washburn commented he would strongly suggest that rather than count on a bonus every year the salary should be reviewed and adjusted. There being no further comments, motion carried 2-0. Ray opposed.

Mark stated that during the year of COVID, Mikal hosted 55 meetings and would like to see the Township compensate him for his extra time. Michael stated that based on the amount of time spent hosting and preparing for the meetings, he is recommending a \$3,000.00 bonus. Michael made a motion to approve a \$3,000.00 bonus to Mikal, second by Mark. Jennifer Batdorf commented isn't the preparation for the meetings done during salary working time. She further stated this is taxpayers money when many have a loss of income. She asked that the Board consider those things. George Washburn commented didn't we give bonuses to Mikal and Mel earlier this year for COVID because they worked from home? Mark commented that the bonuses that were given at that time was because the entire Township crew was sent home for two weeks. Jennifer Batdorf commented that there are some of us that are face to face with COVID patients and got nothing extra. Mark asked Jonathan if the Township does not do the bonus and he feels like giving bonuses, from his personal funds, to the employees is that unethical. Jonathan stated he would need to research that. There was discussion

on how the employees get the same percentage across the board and not merit raises because some feel it's not fair. Alan Kirby stated that he works with both Mikal and Mike and stated he qualifies them as exceptional employees and you want to keep your exceptional employees. He further stated that he trusts the Supervisors that they would make the correct decision whether those bonuses are required or not. There being no further comments, motion failed 1-2. Mark and Ray opposed.

### **New Business**

**1. Authorize to Advertise Parking Ordinance** - Jonathan stated he was asked to revise the no parking revisions specifically around Congressional and Turnbury Drive. There are specific areas where there were problems. Mikal commented it was also to address the business concerns that were being expressed for weddings and special festivities. Jonathan stated if you authorize this tonight it will appear on the August agenda for a public hearing. Ray made a motion to advertise for a public hearing, second by Michael. There being no comments, motion carried 3-0.

### **Supervisors Remarks**

Ray asked Jonathan about the memo that was sent to the Board with reference to the City of Philadelphia. He discussed the waivers they had to sign and the City stating they were not responsible. Wanted to know why we have to fill out waivers if we have insurance and if we are subject to a suit. Jonathan explained that case was specific to the sovereign immunity and it is still worth having the waivers signed. Ray stated that the away teams do not sign waivers, so who are we protecting. Jonathan stated you are protecting the Township.

Michael thanked Sean Gresh who stated the proceedings for the Breiner property. He further stated that he has had phone calls from residents thanking the Township for cleaning up the mess. He also thanked Mikal and Suzanne for the amount of work they put in helping to clean the property up.

There being no further business, meeting was adjourned at 8:34 p.m.

Respectfully Submitted,

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