

**Williams Township Board of Supervisors
Reorganization Meeting
January 3, 2022**

The Reorganization meeting of the Williams Township Board of Supervisors, 655 Cider Press Road, Easton, PA 18042 was held on the above date. Michael Bryant led the audience in the pledge to the flag. Others present were Supervisor Raymond Abert, Supervisor George Washburn, Township Solicitor Jonathan Reiss, Township Manager Mikal Sabatine, Public Works Director Michael Strawn. Assistant Township Manager Melody Ernst was absent. Township Engineer Ronald Madison was absent from the meeting physically, but attended the meeting by telephone. A test was conducted to ensure audio was heard by the public and Mr. Madison.

Michael made a motion to appoint Jonathan as temporary Chairperson, second by Ray. There being no comments, motion carried 3-0.

Election of Officers - Jonathan asked for a motion for Chairman. Michael made a motion to nominate George Washburn as Chairman, second by Ray. There being no comments, motion carried 3-0. Jonathan then turned the meeting over to Chairman Washburn. George made a motion to appoint Michael for Vice-Chairman, second by Michael. There being no comments, motion carried 3-0. Michael made a motion to appoint Mikal Sabatine as Township Manager/Assistant Treasurer, second by George. There being no comments, motion carried 3-0. Michael made a motion to appoint Melody Ernst as Assistant Township Manager/Secretary/Treasurer, second by Ray. There being no comments, motion carried 3-0.

Professional Appointments: Solicitor - Grim, Biehn & Thatcher; Engineer Collier's Engineering & Design represented by Ronald B. Madison, P.E.; Zoning Officer - Keycodes Inspection Agency; Building Code Office, Keycodes Inspection Agency; Alternate Zoning Officer -Collier's Engineering & Design, represented by Ronald B. Madison, P.E.; Zoning Hearing Board Solicitor (fees only) - Joseph Zator, Esq.; Township Auditor - Riley and Company; Third Party Agency -Keycodes Inspection Agency; Landfill Inspectors - Joseph Black; Alternate Host Municipal Landfill Inspectors - Collier's Engineering & Design represented by Ronald B. Madison, PE, Donald F. Bowman, PE, CHMM and Vincent J. Carbone; Sewage Enforcement Officer - Joseph Black; Alternate Sewage Enforcement Officer - Tom Knoll; LST Tax Collector - Keystone Collections Group; Delinquent Tax Collectors - Keystone Collections Group & Jenny Frindt; Earned Income Tax Collector - Keystone Collections Group; Labor Solicitor - Campbell Durrant, PC; Municipal Conservation Services - Natural Lands Trust; Resource Protection & Planning - Heritage Conservancy

Ray made a motion to approve the Professional Appointments, second by Michael. There being no comments motion carried 3-0.

Board Appointments:

Planning Commission – Matthew Donovan - **Resolution 2022-07**

Recreation Board – Roberto Benevides, Jennifer Batdorf

Land Preservation Board – Robert Schmidt, Lorraine Mineo

Agricultural Security Area Committee - Dominique Koehler, Board Member

Michael made a motion to amend the agenda to include Resolution 2022-7, second by Ray. There being no comments, motion carried 3-0.

Michael made a motion to approve Resolution 2022-7 appointing Matthew Donovan member of the Planning Commission, second by Ray. There being no comments, motion carried 3-0.

Ray made a motion to appoint Roberto Benevides and Jennifer Batdorf to the Recreation Board, second by Michael. There being no comments, motion carried 3-0.

Ray made a motion to appoint Robert Schmidt and Lorraine Mineo to the Land Preservation Board, second by Michael. There being no comments, motion carried 3-0.

Michael made a motion to appoint Dominique Koehler to the Agricultural Security Area Committee, second by Ray. There being no comments, motion carried 3-0.

Resolution 2022-1 – Ray made a motion to approve Resolution 2022-1 Establishing Holidays, Secretary/Treasurer/Manager Bond Limits, Mileage Reimbursement, Board of Supervisors Meeting Dates, Staff Appointments and Professional Fee Schedules, second by Michael. There being no comments, motion carried 3-0.

Township Depositories – Michael made a motion naming Embassy Bank, Lafayette Ambassador Bank, and Pennsylvania Local Government Investment Trust (PLGIT) as Township Depositories, second by Ray. There being no comments, motion carried 3-0.

PSATS Voting Delegate – Michael made a motion to appoint Mikal Sabatine as the PSATS voting delegate, second by Ray. There being no comments, motion carried 3-0.

There being no further business, Michael made a motion to close the Re-Organizational Meeting, second by Ray. There being no comments, motion carried 3-0.

REGULAR BUSINESS MEETING

George stated there were was an Executive Session held on January 3, 2022 to discuss personnel matters.

Approval of Minutes – No minutes for approval.

Approval of Bills - No bills for approval.

Manager's Report - Mikal gave a brief report.

1. Fry's Run Watershed Donation Request - George made a motion to approve the donation request from Fry's Run Water Shed Association in the amount of \$377.00, second by Michael. There being no comments, motion carried 3-0.

Public Works Report

1. Authorization to Hire Staff - Ray made a motion to approve the hire of a Public Works employee, second by Michael. There being no comments, motion carried 3-0.
Zoning Office - There was no report for December received from the Board.

The Zoning Hearing will meet on January 26, 2022 to hear the following:

1. Jagroop Singh o/b/o Palmer Homes, LLC - 75 Hilton Street - Dimensional Variance

Ray asked Suzanne about the occupancy of 50 Hilton Street and if we can verify with Keystone to make sure the taxes from that address are coming to the Township and not to the City of Easton. Ray would like to have a workshop. George asked Mikal to set a date and time for the workshop.

Planning Commission Report - December 15, 2021 - Report was provided to the Board.

Land Preservation Board - Jim read the Report for December.

Recreation Board - No Report

Engineer Report - Ron briefly reviewed his December 29, 2021 memorandum.

1. Acceptance of Completion of 18-Month Maintenance Period for Cedar Parks Loft - Ray made a motion to close out the 18-month Maintenance period and the release of the financial security subject to payment of final statements of services rendered by the Townships consultant, second by Michael. There being no comments, motion carried 3-0.

Solicitor Report - None

Old Business

1. Identity Theft - Resolution 2022-2 - This re-adopts the current policy. Ray made a motion to approve Resolution 2022-2, second by Michael. There being no comments, motion carried 3-0.

2. Public Hearing Ordinance 2022-1 - Attorney Fees - George opened the public hearing. There being no comments from the floor or the Board, George closed the public hearing. Ray made a motion to approve Ordinance 2022-1, second by Michael. There being no comments, motion carried 3-0.

New Business

- 1. Appoint Deputy Tax Collector – Resolution 2022-3** – Michael made a motion to approve Resolution 2022-3, second by Ray. There being no comments, motion carried 3-0.
- 2. Approval of 2022 Fee Schedule – Resolution 2022-4** – Ray made a motion to approve Resolution 2022-4, second by Michael. There being no comments, motion carried 3-0.
- 3. Approval of 2020 Sewer Fee Schedule – Resolution 2022-5** – Michael made a motion to approve Resolution 2022-5, second by Ray. There being no comments, motion carried 3-0.
- 4. Well Waiver Request of Kristin and William Hughes – 710 Berger Road – Resolution 2022-6** – Michael made a motion to approve Resolution 2022-6, second by Ray. There being no comments, motion carried 3-0.
- 5. Discussion on Lighting District** – There was a draft Ordinance that was not approved by the Board. There was a petition received to have the power terminated and the lights removed. George said tonight we have a petition to have the lights turned back on by the residents. Eric Reiter stated he does have a petition as the residents are concerned about their safety and security and would like to have the lights turned back on. He stated that he is willing to pay for the cost of having the lights on. Ray asked what the feeling is of the residents that signed the petition if Mr. Reiter did not pay for the lights and it became the resident’s responsibility. Jonathan is proposing if the Board moves forward with the request for Mr. Reiter to pay, the Board authorize an advertisement for a public hearing on an Ordinance creating a lighting district. It would be created and bills would not be sent out as long as the donation was received each year. For whatever reason that the donation is not received then it would set up that the Township would be able to send out bills to the residents in the development. Comments were made by Richard Scott interested in keeping lights on and offered support in paying for the lights as well. A letter was received from Dr. Muff asking that the Township keep the lights turned off. Jonathan suggested that Mike Strawn rescind the order from Met Ed to turn the power off. Margaret Scott is for the lights being turned back on. Resident from 70 Highfield Drive asked to justify where they came up with \$80.00 a month for the lights.
- 6. Advertise Ordinance 2022-2 Lighting District** – Michael made a motion to amend the agenda to reflect the authorization to advertise a public hearing on Lighting District Ordinance 2022-2, second by Ray. There being no comments, motion carried 3-0.
Michael made a motion to advertise Ordinance 2022-2 Lighting District for a public hearing, second by Ray. There being no comments, motion carried 3-0.

Supervisors Remarks

Ray read a letter that he received from a resident regarding Turkey Hill. Ray asked if a meeting should be held with the resident and the interested parties. Jonathan recommended that when they are ready to move forward again that they ask their State Senator and State Representative to get involved with PennDOT. They have been to the Zoning Hearing Board twice and Planning Commission once with just a sketch plan.

Audience Comments - None

There being no further business, meeting was adjourned.

Respectfully Submitted,

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

Melody Ernst prepared the minutes from notes prepared by a staff member, but was not in attendance at the meeting.