

Williams Township Board of Supervisors
April 13, 2022

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

George stated there was an Executive Session held on March 30, 2022, April 6, 2022 and April 8, 2022 for Personnel and Legal Matters.

George asked Michael and Ray if he had any corrections to the Minutes of March 9, 2022. 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 13, 2022 to the Board. Ray made a motion to approve the Expense Report, March Treasurer Report and pay the bills, second by Michael. There being no comments, motion carried 3-0.

Manager's Report – Mikal submitted his report of April 13, 2022 to the Board for review.

Melody stated that the Annual Shred Event is scheduled for September 17, 2022 from 9a.m. to 11 a.m. Details will be posted on the Township website.

Public Works – Mike submitted his report for March 9, 2022 to April 13, 2022.

1. Sewer Line Video Inspection Approval – Michael made a motion to accept the quote through COSTARS from FRANC not to exceed \$22,500.00. Mike asked that we do not include the “not to exceed” language. He stated if they find a major issue then we can get it corrected at that time. Michael made a motion to accept the quote from FRANC to video the sewer lines in the amount of \$22,500.00, second by Ray. There being no comments, motion carried 3-0.

2. Approval of Four Summer PW Employees – Michael made a motion to approve the hire of four summer PW employees, second by Ray. There being no comments, motion carried 3-0.

Zoning Office – It was stated the report from the Zoning Office was received for the Boards review. There will not be a Zoning Hearing Board meeting on April 27, 2022.

Planning Commission – None

Land Preservation Report– Jim read the report for March.

Recreation Board Report – Judy gave the report for April. Judy stated a discussion took place and was approved by the Recreation Board that anyone requesting use of the fields must come to the Recreation Board, then to the Township Manager and if needed to the Board of Supervisors.

1. Approval of Recreation Director and Counselor Job Descriptions – George stated he attended the Recreation meeting wherein there was discussion regarding the job descriptions. He stated there were minor changes and boiler plate language added. Michael made a motion to approve the job descriptions provided, second by Ray. There being no comments, motion carried 3-0.

2. Approval of Director and Counselor Hiring and Hourly Rates – Michael made a motion to approve the hiring of Kari Maskalis, Director, Tyler Batdorf, Assistant Director, Clayton Washburn, Aiden Dufal, Alyssa Errico, Kaitlyn Kram, Counselors and Anderson Bastien, Alternate Counselor, together with the hourly rates of Director \$20.00/hr, Assistant Director \$15.00/hr, Counselors \$13.00/hr and new counselors \$12.50/hr, second by Ray. George stated he has to abstain because Clayton is his grandson. Ray questioned whether he should abstain because Tyler is his cousin's daughter's son. Jonathan stated that if there is a lack of a quorum, all board members could vote. He further stated the conflicts have been announced and a vote can take place. Motion carried 3-0.

Judy stated that the Recreation Board would like to purchase thirty (30) eight (8) foot tables for \$3,000.00 to be used for Community Day. Michael made a motion to amend the agenda to include the tables, second by Ray. There being no comments, motion carried 3-0.

It was stated that the tables are usually rented at a cost of \$300.00 and if purchased other people would be able to use them. Ray made a motion to purchase the tables not to exceed \$3,000.00, second by Michael. Eric Reiter commented to look at Sam's Club. There being no further comments, motion carried 3-0.

Engineer Report– Ron Madison briefly reviewed his April 8, 2022 memorandum.

1. Approval of Stormwater Reduction – 870 Texas Road – Collier's Engineering & Design is recommending the reduction of security by ninety (90) percent and retaining ten (10) percent in the amount of \$2,797.73 until the project is fully completed. Michael made the motion to approve the security reduction as stated, second by Ray. There being no comments, motion carried 3-0.

2. EAJSA Codification Changes Approval – Ron stated there are inconsistencies that should be resolved between EAJSA and the Township Sewage Rules & Regulations and is recommending that revisions be made. It was stated that it would be a combination of Ron, Jonathan and Township Staff updating the document.

Solicitor Report – Jonathan stated that the Township received notice of five properties that are going to judicial sale. He stated that Mel checked with Katie and Jenny to see if there were any tax or sewer liens on the properties. Jonathan stated that no sewer liens existed and three of the properties had a combined total of approximately \$18.00

in Township real estate taxes. He stated that he suspects it would not be worth it in attorney fees to contest the sale. Consensus of the Board is to not take action.

Old Business

1. Continued Public Hearing Street Lighting District - Ordinance 2022-2 - George stated that we have been going back and forth with a proposed lighting district. It was further stated that everyone affected in that area was notified by a letter from the Township. Jack Bedevian of 20 Westfield Drive stated he has been a resident for twenty years and is not in support of a resident paying his share of the electric for the lights. Barbara Faust of 95 Murray Drive expressed concern over her property not being a part of the Murray Subdivision, what if the resident that is going to pay the electric bill defaults on payment and the previous Board had the lights turned off and she does not understand why we are going through all of this again. George stated the Ordinance does not state that a resident will be paying for the electric. He further stated it will be determined how much will be assessed for each lot which will also include maintenance. There was a discussion regarding why the Faust's were included into the proposed district. It was stated the Faust property would not have been developed if it weren't for the Murray subdivision because the only access to their property is through the proposed lighting district. George clarified that the reason it was brought up again is because there seemed to have been some inaccurate information and felt it only fair to bring it to the for front again. It was stated that the cost per lot would appear on the tax bill if the resident decided not to make the donation. Mrs. Faust stated in her opinion she would like to see the lights turned off. Eric Reiter 50 Westfield Drive - Stated that he would still like to pay for the lights. Dana Kaas 85 Murray Drive - Stated he does not have a preference whether the lights are on or off. There was a discussion regarding an account to which the funds would be held. Jonathan stated this will be a separate fund and the money will be used for lighting and small maintenance. There was a discussion regarding the percentage of the residents in order for the district to be established. Jonathan stated that the Township can create the district by Ordinance. George closed the hearing. George made a motion to approve Ordinance 2022-2 to create a lighting district. No second, the Ordinance does not pass. Ray commented the Township is going to continue to pay for the lights.

2. Parking Lot ZO Amendment Authorization to Advertise for Public Hearing - Lehigh Valley Planning Commission and the Williams Township Planning Commission both have recommended the adoption of the Ordinance. Ray made a motion to advertise, second by Michael. There being no comments, motion carried 3-0.

3. Accessory Dwelling Ordinance Discussion & Possible Authorization to Advertise for Public Hearing - Both Planning Commission have reviewed the draft Accessory Dwelling Ordinance. The Lehigh Valley Planning Commission made a recommendation with a change but generally supports it. The Township Planning Commission is not in favor of adopting the Ordinance. Suzanne stated that the Planning Commission was concerned about having two homes on one lot and they like the way the current Ordinance stands. After a brief discussion regarding what zoning districts would be permissible, no action was taken and it was permanently removed from the agenda.

4. Alternative Energy Ordinance Amendment Authorization to Advertise - Lehigh Valley Planning Commission and the Williams Township Planning Commission both have recommended the adoption of the Ordinance. Michael made a motion to advertise for a public hearing, second by Ray. There being no comments, motion carried 3-0.

New Business

1. Approval of 2021 Audit - Ray made a motion to approve the audit, second by Michael. There being no comments, motion carried 3-0.

2. Electrical Vehicle Charging Station ZO Discussion - Jonathan informed the Board about the Electrical Vehicle Charging Stations. It was stated that Frank prepared a memorandum and wanted to see if the Township would be interested in regulating the placement of commercial charging stations in the Township. Michael asked if the districts would be specific? Jonathan stated that it would be for specific districts in the Township. George commented this would not be addressing the mechanics. Jonathan stated they would still be required to obtain an electrical permit. Jonathan stated he is seeking authorization for his office to prepare a draft Ordinance regarding the charging stations if that is the pleasure of the Board. Michael made a motion to have Jonathan's office prepare a draft Ordinance, second by Ray. There being no comments, motion carried 3-0. Suzanne stated that she has issued several permits for personal homes.

3. Approval of Custodian Job Description - Ray made a motion to approve the custodian job description, second by Michael. There being no comments, motion carried 3-0.

4. Flood Plain Manager Approval - Resolution 2022-15 - Michael made the motion to approve Suzanne, Williams Township Zoning Officer, second by Ray. There being no comments, motion carried 3-0.

5. Appointment of Kevin Wyckoff Alternate Planning Commission Member - Resolution 2022-16 - Michael made a motion to approve Resolution 2022-16, second by Michael. There being no comments, motion carried 3-0.

6. Oakleigh Knoll Phase II - Approve Development Agreement, Memorandum of Development Agreement, Amendment to Ultimate ROW Easement and Amendment to Inspection and Emergency Access Easement - Ray made the motion to approve, second by Michael. There being no comments, motion carried 3-0.

Supervisors Remarks

Michael stated that he would like to mention the courses that can be taken for Planning Commission and Zoning Hearing Board members and would hope they would take advantage of them. He congratulated Mel on Fifteen years of service with the Township. Also, wished everyone a Happy Easter.

Ray stated that if someone is going to send information to the Board that's anonymous, he is not going to act on it. He said that he would be more than happy to discuss it on the phone or through an email.

George commented he is concerned over flights from February that are bringing illegals coming across the border from Texas and Arizona into the Leigh Valley and we have no idea where these people are. He feels the Township ought to write a letter to our Senator and Representatives demanding an answer where these people are and if there are any in Williams Township. Michael feels this is something that should not be done at the Township level and feels that it should be for the State level to deal with and feels Williams Township has no business asking. He further stated that if George would like to write a letter personally to Susan Wild and the Senators, he is fine with that. Ray and George both would like the letter written. Consensus of the Board is to have Mikal prepare a letter.

Audience Comments - None

There being no further business, meeting was adjourned at 8:13 p.m.

Respectfully Submitted,

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