

**Williams Township Board of Supervisors
December 27, 2022**

A special 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 8:00 a.m. by Chairperson George Washburn. Others present were Vice Chairperson Michael Bryant, Supervisor Raymond Abert, Township Manager Mikal Sabatine and Assistant Township Manager Melody Ernst and Public Works Director Michael Strawn.

Old Business

1. Approval of 2023 Budget - Michael made a motion to approve the 2023 budget, second by Ray. There being no comments, motion carried 3-0.

New Business

1. Real Estate Millage Rate – Resolution 2022-36 - Michael made a motion to approve Resolution 2022-36, second by Ray. There being no comments, motion carried 3-0.

2. Approval of Revised Position Profile for Township Assistant Manager, Finance Director, Secretary and Treasurer - Mike made a motion to approve said position profile, second by Ray. Ray commented that he does not feel that the information that was received is apples to apples. He would have liked to see comparisons from Municipalities more our size like Moore and Plainfield Townships. After a brief discussion George stated this is just a description of what the responsibilities are. There being no further comments, motion carried 2-1. Ray opposed.

3. Approval of new Position Profile for Part Time Clerk - Ray made a motion to approve the position profile, second by Michael. Michael asked if the Part Time Clerk is not here than another person would still have that responsibility. Mikal stated that that position virtually duplicates the Administrative Assistant position. There being no further comments, motion carried 3-0.

4. Appointment of Polly Clark to Land Preservation Board as Alternate - Michael made a motion for that appointment, second by Ray. There being no comments, motion carried 3-0.

5. Approval of Colliers Engineering MS4 Proposal - This proposal would be for the Stormwater project with the City of Easton. Ray made a motion to approve the proposal from Collier’s Engineering & Design in the amount of \$47,500.00, second by Michael. There being no comments, motion carried 3-0.

6. Approval of Gannet Fleming MS4 Proposal - Michael made a motion to approve said proposal in the amount of \$7,200.00, second by Ray. It was stated that the two proposals for the project gets split 50/50 between Williams Township and the City of Easton. There being no further comments, motion carried 3-0.

Supervisors Remarks

Ray and Michael wished everyone a Happy New Year.

George commented that there were a lot of power outages that can be attributed to dead ash trees. He would like to see a letter sent to the Township residents informing them of their responsibility and liability to dead ash trees that cause power outages. He would like to address this at the next meeting. After a brief discussion, the consensus of the Board is to send a letter to the residents.

Audience Comments

1. Fred Mebus - Commented that he is finally glad to see the Assistant Manager being recognized.

There being no further business, meeting was adjourned at 8:16 a.m.

Respectfully Submitted,

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