

**Williams Township Board of Supervisors
Reorganization Meeting
January 3, 2023**

The Reorganization 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 Sean Duffy, Township Manager Mikal Sabatine, Township Engineer Ronald Madison, Public Works Director Michael Strawn and Assistant Township Manager Melody Ernst.

Election of Officers - George made a motion to appoint Sean as temporary Chairperson, second by Ray. There being no comments, motion carried 3-0. Ray made a motion to nominate George as Chairman, second by Michael. There being no comments, motion carried 3-0. Sean turned the meeting over to Chairman George. George made a motion to nominate Ray as Vice Chairman, second by Ray. There being no comments, motion carried 2 and Michael present. Ray made a motion to appoint Mikal as Township Manager/Assistant Treasurer, second by Michael. There being no comments, motion carried 3-0. Ray made a motion to appoint Melody as the Assistant Manager/Secretary/Finance Director/Treasurer, second by Michael. 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 - TBD

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

Sewage Enforcement Officer - Joseph Black

Alternate Sewage Enforcement Officer - Ed Powell

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

Board Appointments

Planning Commission - Frank Korpics

Zoning Hearing Board- Dawn Kaniper and Andrew Lichtenberg

Recreation Board – Bryan Haas and **1 Vacant Seat**
Land Preservation Board – **1 Vacant Seat and 1 Alternate Seat**
Appeals Board – **3 Vacant Seats**

Michael made a motion to approve the Professional Appointments as well as Frank Korpics, Andrew Lichtenberg and Bryan Haas for Board Appointments, second by Ray. Carried 3-0. Fred Mebus commented that you skipped Dawn Kaniper. Michael stated you are correct, I did not include her in my motion for Board Appointments.

Resolution 2023-1 – Michael made a motion to approve Resolution 2023-1, second by Ray. There being no comments, motion carried 3-0.

Township Depositories – Michael made a motion naming Embassy Bank, Fulton Bank and PLGIT as Township Depositories, second by Ray. There being no comments, motion carried 3-0.

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

Compensation of Mikal Sabatine, Township Manager – Resolution 2023-2 – Ray made a motion to approve Resolution 2023-2 for the Compensation of Township Manager, second by Michael. There being no further comments, motion carried 3-0.

Mikal stated that Dawn Kaniper was skipped over and didn't know if the Board realized that when they voted. Ray and George both stated that was not their intention. Ray made a motion to appoint Dawn Kaniper to the Zoning Hearing Board, second by George. There being no comments, motion carried 2 and Michael present.

There being no further business, George closed the Re-Organizational Meeting.

REGULAR BUSINESS MEETING

George stated there were no Executive Sessions held.

Mark asked Ray and Michael if they had any corrections to the Minutes of December 9, 2020 and December 27, 2023. There being none, Ray made a motion to approve said minutes, second by Michael. There being no comments, motion carried 3-0.

Michael made a motion to approve the Expense Report and to pay the bills, second by Ray. There being no comments, motion carried 3-0.

Manager's Report – Mikal submitted his report to the Board.

1. Contribution Request from LINCS – It was stated that LINCS is asking for the Township to consider a \$5,000.00 contribution. Michael made a motion to approve the

\$5,000.00 contribution, second by Ray. There being no comments, motion carried 2-0. George abstained and stated he is the president of LINCS.

Public Works – Mike Strawn gave the report for December 14, 2022 to January 3, 2023.

1. Authorization For Sale of Miscellaneous Public Works Equipment on Municibid –

Mike stated that he is looking for preapproval to advertise to sell equipment. The items are listed on Mike’s report that was given to the Board. Ray made a motion to sell equipment on municibid, second by Michael. There being no comments, motion carried 3-0.

2. Authorization for Purchase of Truck Lifts for Public Works – Mike stated he is seeking approval to purchase the truck lifts, jack stands, oil extraction system and small truck adapters. He stated that the quote he received was \$57,724.59 ARI Phoenix, Inc. Ray made a motion to purchase the truck lifts for the amount stated, second by Michael and added plus freight. There being no comments, motion carried 3-0.

Zoning Office – A report was provided to the Board for review.

There will be a Zoning Hearing Board meeting held on January 28, 2023. The following will be heard:

1. George W. Hilbert, III and Linda E. Hilbert – Stouts School Road – Special Exception

Ron stated that there was an issue with the application and he reached out to the applicant and asked them to revise the application.

Ray thanked Katie for doing the Zoning Report.

Planning Commission –

1. LV Grand Prix Ropes Course Conditional Preliminary Plan Approval - Resolution 2023-7 – Sean stated there were a couple of changes that were made. Michael made a motion to approve Resolution 2023-7, second by Ray. There being no comments, motion carried 3-0.

Land Preservation – The report for December was given to the Board.

Engineering Report – None

Solicitor Report – None

Old Business

1. Identity Theft - Resolution 2023-3 – Michael made a motion to approve Resolution 2023-3, second by Ray. There being no comments, motion carried 3-0.

New Business

- 1. Appoint Deputy Tax Collector - Resolution 2023-4** – Michael made a motion to approve Resolution 2023-4, second by Ray. There being no comments, motion carried 3-0.
- 2. Approval of 2023 Fee Schedule – Resolution 2023-5** – Ray made a motion to approve Resolution 2023-5, second by Michael. There being no comments, motion carried 3-0.
- 3. Approval of 2023 Sewer Fee Schedule - Resolution 2023-6** – Michael made a motion to approve Resolution 2023-6, second by Ray. There being no comments, motion carried 3-0.
- 4. Authorization to sign Chrin Brothers, Inc. Indemnification Agreement for the transfer of the Chrinergy Park** – Ray made a motion to sign the agreement, second by Michael. There being no comments, motion carried 3-0.

Supervisor Comments

Ray wished everyone a great and healthy 2023. Michael wished everyone a happy, safe and healthy 2023 and thanked everyone for participating.

Audience Comments

- 1. Jon Regan** – Spoke about the timber harvesting draft Ordinance and would like the Township to consider having him look over the draft and provide his comments. He stated that Mikal provided him with a copy and there are a lot of things that violate state law. It was stated by George to mark up the draft Ordinance and get a copy to the Township Manager ahead of the Planning Commission Meeting.

There being no further business, meeting was adjourned at 7:32 p.m.

Respectfully Submitted,

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