

WILLIAMS TOWNSHIP BOARD OF SUPERVISORS
May 10, 2023

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 Raymond Abert, Supervisor Michael Bryant, Township Solicitor Sean Duffy, Township Engineer Ronald Madison, Public Works Director Michael Strawn, Zoning Officer Anthony Altimare, Township Manager, Mikal Sabatine and Assistant Manager Melody Ernst.

George stated that no Executive Session was held on May 4, 2023 but an Executive Session was held on May 10, 2023.

George asked Ray and Michael if they had any corrections to the Minutes of April 12, 2023. There being none, Ray made a motion to approve said minutes, second by Michael. There being no comments, motion carried 3-0.

Melody presented the Expense Report of May 10, 2023 to the Board. Michael made a motion to approve the Expense Report, April Treasurers Reports and pay the bills, second by Ray. There being no comments, motion carried 3-0.

Manager's Report - Mikal submitted his report dated May 10, 2023 to the Board for review.

Mikal stated that the Northampton County Bar Association has invited the Township to attend a lecture on Understanding the Lay of the Land presented by Joseph Zator. The cost of the program is \$75.00 per person. The consensus of the Board is to see if the Planners would like to attend and the Township would reimburse them for their attendance.

Public Works - Mike submitted his report dated April 12, 2023 to May 10, 2023 to the Board for review.

Mike informed the Board that items will be placed on Municibid and the auction will be held from May 22, 2023 to June 12, 2023. Ray asked Mike if he has heard anything from the AA with regard to the equipment. Michael asked about the brush hogging at the Stouts field.

Zoning Office Report - The report from Anthony, Zoning Officer was received for the Board Review. It was stated that there will not be a Zoning Hearing Board meeting on Wednesday, May 24, 2023.

Planning Commission - The report was received by the Board for review.

Land Preservation - The report was received by the Board for review.

Recreation Board - The report was received by the Board for review.

Engineers Report - Ron briefly reviewed his May 5, 2023 memorandum.

1. Stormwater Reduction Approval – 200 Steely Hill Road – Ron stated that all improvements are complete but not fully stabilized. Ron stated that Colliers Engineering is recommending that the security in the amount of \$41,330.03 be reduced to \$4,133.00 until the site is fully stabilized and as built plans are submitted. Ray made a motion to reduce the security to \$4,133.00, second by Michael. There being no comments motion carried 3-0.

Solicitor Report – None

Old Business

1. Roth Farm Acceptance of Public Improvements, Commencement of 18 Month Maintenance Period and Authorization to Release Financial Security Upon Payment of all Outstanding Professional Services Fees and Issuance of Approved LOC for Maintenance Period - Michael made a motion to accept completion of the public improvements, commencement of the 18 month maintenance period and the authorization to release the financial security as soon as the Solicitor has approved the financial security is received and conditioned upon payment of all outstanding professional services, second by Ray. There being no comments, motion carried 3-0.

2. Authorization to Advertise for Public Hearing - Text Amendment to the Zoning Ordinance for Self-Storage Facility – Sean stated this was brought before the Townships Planning Commission last month wherein there was a vote to recommend approval of the Ordinance, however, the motion failed. Sean stated at that meeting there was much discussion as to whether this was an appropriate use in the specific zoning district. Michael made a motion to authorize advertisement for a public hearing, second by Ray. There being no comments, motion carried 3-0.

3. Recommendation to Send Timber Harvest Draft Ordinance to LVPC/Williams Township Planning Commission – Michael made the motion to send the draft Ordinance to the Planning Commissions, second by Ray. There being no comments, motion carried 3-0.

4. Authorization to Redraft Accessory Dwelling Zoning Ordinance – George commented that the Planning Commission strongly recommended that it be separated from the timber harvest instead of putting both into one Ordinance. Michael made a motion authorize the Solicitor to redraft the Accessory Dwelling Zoning Ordinance, second by Ray. Ray asked what is the difference now from the previously drafted Ordinance that was turned down last year. It was stated that at the last Planning Commission meeting it was discussed that instead of the in-law suite being separate from the existing dwelling that it would be attached to the existing dwelling. There being no additional comments, motion carried 3-0.

New Business

1. Tax Refund Approval – 700 Texas Road – Mel stated that the refund is in the amount of \$62.18 which was an errand from the County from the original tax bill.

Michael made a motion to refund the resident of 700 Texas Road in the amount of \$62.18, second by Ray. There being no comments, motion carried 3-0.

2. Consent and Agreement – Solar Service Agreement – Public Works Facility - Mikal stated an agreement was received and sent to Jonathan for review. Jonathan made a few changes and the Solar Company accepted the changes and redrafted the agreement. The agreement needs to be signed by the Township and sent back to the Solar Company. Michael made a motion to sign the agreement, second by Ray. There being no comments, motion carried 3-0.

3. Approval for Kressman Road Survey – Mike stated that during the bridge construction it was discovered that the Township owns approximately 100 feet piece of land on the sharp corner. The Township waived the pins and monuments at that time. Mike said doing the triangulation off the telephone poles and trying to find the property pins is just not accurate. Mike asked the Boards permission to have Colliers Engineering & Design do a survey so that he can figure out where the 100-foot piece of property is located so the dead trees can be cut down and the switch back can be widened and the pipe extended. Ray made a motion to have Colliers Engineering survey the Kressman Road property in the amount of \$5,250.00, second by Michael. There being no comments, motion carried 3-0.

4. Revise or Termination of Recreation By-Laws – Upon reviewing the current laws by the Township Solicitor it was recommended that perhaps we follow the second class township code with the way the Recreation Board is structured as the best solution for the Township. A resolution would have to be prepared to explore termination or reconstruct the By-laws. Ray asked what is the difference between the resolution that was passed when the Board was formed to now? Sean stated that in terms of the second class township code as it relates to the Recreation Board is very limited. They give recommendation to the Board of Supervisors if equipment needs to be updated, a fence needs to be installed or maintenance work that needs to be done. The by-laws are not necessary, but if it is the Boards prerogative to have by-laws they can be revised as written. They are dated and the Township is not complying to them as they are written. Michael made a motion to authorize the Solicitor to draft a Resolution to dissolve the by-laws of the Recreation Board, second by George. There being no comments, motion carried 2-1. Ray opposed.

5. Authorization for Disbursement from Township 457 Retirement Account – It was stated that a former employee is requesting a withdraw of the 457 investment. Ray made a motion to authorize the withdraw, second by Michael. There being no comments, motion carried 3-0.

Supervisors Comments

Michael recognized Mel for obtaining the Administration Certificate from PSATS.

There being no further business, meeting was adjourned at 7:35 p.m.

Respectfully Submitted,

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