

WILLIAMS TOWNSHIP BOARD OF SUPERVISORS
September 13, 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 and Assistant Manager Melody Ernst. Absent was Zoning Officer Anthony Altimare.

George stated that an Executive Session was held on September 13, 2023, for Personnel Matters and Potential Litigation.

George asked if there were any corrections to the Minutes of August 9, 2023. 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 September 13, 2023 to the Board. Ray made a motion to approve the Expense Report, July and August Treasurers Report and pay the bills, second by Michael. There being no comments, motion carried 3-0.

Manager's Report – Melody presented the Managers Report to the Board for review.

1. Approval to Hire Alexis McClafferty as Receptionist/Clerk – Ray made a motion, second by Michael to hire Alexis at a rate of \$18.00/hr starting on September 21, 2023. There being no comments, motion carried 3-0.

Public Works – Mike submitted his report dated July 12, 2023 to September 13, 2023 to the Board for review.

1. Approval of Quote from Odenheimer for Community Building Well – Mike commented that the quote is in the amount of \$8,134.00. It was further stated that work would start sometime in November after games are finished for the season. Michael made a motion to approve the quote from Odenheimer in the amount of \$8,134.00, second by Ray. There being no comments, motion carried 3-0.

Zoning Office Report – The report from Anthony, Zoning Officer, was received for the Boards Review. There will be a Zoning Hearing Board meeting on Wednesday, September 27, 2023 for the following:

1. Robert & Margaret Somogyi – 70 Grand View Road – Variance Relief

Planning Commission – The August 16, 2023 report was received by the Board for review.

1. Tuskes Homes 78 Tumble Creek Final Major Conservation Subdivision Resolution 2023-18 – Michael made a motion to approve Resolution 2023-18, second by Ray. There being no comments, motion carried 3-0.

2. Tuskes Homes 78 Tumble Creek Sewage Planning Module Approval Resolution 2023-19 – Michael made a motion to approve Resolution 2023-19, second by Ray. There being no comments, motion carried 3-0.

3. Glovas Browns Drive Conditional Preliminary/Final Approval Resolution 2023-20 – Michael made a motion to approve Resolution 2023-20, second by Ray. There being no comments, motion carried 3-0.

Land Preservation – Bob Schmidt gave a brief report to the Board.

1. 130 Steely Hill Road Oleksa Open Space Funding Resolution 2023-21 – Michael made a motion to approve Resolution 2023-21, second by Ray. There being no comments, motion carried 3-0.

Recreation Board – Judy gave a brief report.

Judy commented that the Athletic Association has asked for permission to have a tree lighting ceremony on December 2, 2023. They are asking for permission to put lights on the spruce tree by the building. The consensus of the Board is to allow the event. Michael asked about the liability. Sean stated they should be covered under their insurance. Ray commented that the Raubsville Basketball and Tennis courts look good.

Engineers Report - Ron briefly reviewed his September 7, 2023 memorandum.

1. Approval of Rocks and Ropes Course Security Reduction – Colliers Engineering & Design is recommending that a reduction of the Developers Improvements Agreement security be reduced from \$246,300.00 to a retained secured amount of \$55,360.65. Ray made the motion to reduce the security to \$55,360.65, second by Michael. There being no comments, motion carried 3-0.

2. 200 Steely Hill Road Stormwater Security Reduction Request – Colliers Engineering & Design is recommending a reduction of the remaining financial stormwater security in the amount of \$4,133.00 be released with conditional approval requiring a revised as-built including all requested improvements not listed on previous submission in the memo dated September 11, 2023. Michael made a motion to release the \$4,133.00 with the conditions being met first, second by Ray. There being no comments, motion carried 3-0.

Solicitor Report – The report was provided to the Board for review.

Old Business

1. Approval to Send Draft Fire Code Ordinance to LVPC and Twp Planning Commission - Sean stated that he prepared a draft Ordinance and spoke with David Shield of Keycodes. Sean further stated that the draft Ordinance is not ready for action. This has been tabled until October.

2. Approval of I-78 North Stormwater Intermunicipal Agreement w/Easton Resolution 2023-22 – Sean stated that the Township and Easton worked out an Agreement wherein Easton will take the lead with billing and there will be a shared 50/50 cost between Easton and Williams Township. Michael made a motion to approve Resolution 2023-22, second by Ray. There being no comments, motion carried 3-0.

3. Amended and Restated City of Easton Inter-Municipal Agreement Approval –

Michael made a motion to sign the Amended Agreement, second by Ray. There being no comments, motion carried 3-0.

4. Raymond Zoning Office Violation – Authorize Solicitor to Follow Through with Enforcement Action w/Zoning Officer –

Sean commented this would be if the Zoning Office is to go to a hearing. Michael made a motion to approve the Solicitor to follow through with the enforcement action with the Zoning Officer for the Raymond Chicken issue, second by Ray. There being no comments. Motion carried 3-0.

New Business

1. Bond Amount for Township Manager Resolution 2023-23 – Michael made a motion to approve Resolution 2023-23 setting the bond amount for the Township Manager, second by Ray. There being no comments, motion carried 3-0.

2. Appointment of Township Manager Resolution 2023-24 – Ray made a motion to appointment Melody Ernst, Township Manager and to have the pay be retroactive from July 18, 2023, second by Michael. It was stated that the salary would be the same as the previous manager. There being no comments, motion carried 3-0.

3. Approval of 2024 Minimum Municipal Obligation (MMO) – Mel advised the Board of the Townships responsibility for the 2024 Minimum Municipal Obligation for the Pension Plan in the amount of \$74,994.05. Ray made a motion to approve, second by Michael. There being no comments, motion carried 3-0.

4. Appointment of Robert Zelle Planning Commission Member – Ray made a motion to appoint Robert Zelle as a member of the Planning Commission, second by Michael. There being no comments, motion carried 3-0.

Supervisors Comments

The Board reminded everyone of the Fall Festival on September 30, 2023 and they congratulated Mel on the position of Township Manager.

Audience Comments

1. Arnold Vargas – Commented that he is having trouble with the developer at Oakleigh Knoll starting their machinery before 7a.m. in the morning.

2. Linda Heindel – Commented that the Veterans Memorial event is November 11th at 11a.m. She stated they are looking for members to be on the committee.

3. Nancy Ackerman – Talked about the Raubsville Park and visitors going there after dark and how neighbors are concerned. Stated that the goal is maintain safety in the park. She also talked about parking issues and will take that up with the Athletic Association.

There being no further business, meeting was adjourned at 7:50 p.m.

Respectfully Submitted,

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