

Williams Township Land Preservation Board (LPB)

Minutes July 22, 2025

Williams Township Community Building

655 Cider Press Rd., Easton, PA 18042

Present: Ken Kodama, Tom Heilman, Lorraine Mineo, Michael Cortright, and Lori Cox; Board of Supervisor (BOS) Ray Abert; township residents

The meeting was called to order by Chairperson Ken Kodama at 7:03 PM. He called for the Pledge of Allegiance, then a review of the June 24, 2025 minutes. Mineo made a motion to approve the minutes, seconded by Heilman. The motion was approved 5-0.

Updates on Preservation Projects:

- 2022-2 (south parcel) and 2023-4 (north parcel): Kodama reported that Matt Babbitt of Heritage Conservancy (Heritage) gave him an update and said we are still waiting for the final surveys. The field work for the south parcel is wrapping up and the field work for the north parcel is completed. Regarding the Met-Ed right-of-way easement, Met-Ed informed Heritage at the end of June that they are still waiting for internal assessments. Heritage asked what can be done to expedite the process but has not yet received a response.
- 2023-3: Babbitt also gave Kodama an update for this project and said that the field work for the survey started earlier this month.

Old Business:

- Regarding the Earned Income Tax (EIT) referendum, Kodama and Mineo have been attending Preserve Williams meetings. The group is preparing brochures to mail and distribute while canvassing or at events, like the Township's fall festival. The BOS will need to review the brochure first. Mineo shared that the BOS had approved funds to mail the brochures; however, the quote for mailing was made prior to the USPS postage rate increase. As a result, the amount the BOS approved does not cover the full mailing cost. Preserve Williams has also started accepting donations, and checks can be mailed to the head of the group. Kodama has started working on a Facebook page titled "Preserve Williams." Preserve Williams has a meeting scheduled for September 18, 2025, at 7:00 PM at the Township Building for residents to learn more about the EIT.
- For the Township website, Heilman shared that he spoke with the Township Manager, who said the new website is almost complete. Heilman stated that currently on the Williams Township Land Preservation page under "Board Members," it says, "Questions for the LPB? Please email or call us," but only includes a link to email Kodama and no phone number. Heilman would like to know, when the website is redone, if the Township's office phone number can be included. He will follow up with the office.
- Mineo provided an update on contacting landowners without preservation signage for past projects. She has been able to contact some owners and is waiting to hear back regarding whether they would like a sign. Mineo obtained an open space parcel list from the Township office. She has found that some parcel numbers have been updated and no longer match across different lists. She noted that the list appears incomplete. It also lacks ownership updates, the names of all organizations involved in the preservation projects, and who is responsible for monitoring. The LPB would like to know if the Township has a process for getting updates when preserved property changes ownership, and how new owners are informed of the easements. A former LPB member had shared a list some time ago, and Heilman will search for it and share it so it can also be used for reference. The LPB would like to offer assistance to the Township office if they need it to help maintain an updated list of preserved properties. Mineo will check with the Township office about these questions.

## New Business:

- Babbitt from Heritage informed Kodama that last summer, Heritage had a discussion with a property owner who was interested in placing a conservation easement on their property through a 100% donation. There were some property encroachment concerns that needed to be addressed first. Heritage recently checked in with this property owner, who reported that they have completed a survey that found no encroachments. The owner is in the process of filing the corrected documents with the County and remains interested in the conservation easement. Heritage scheduled a site visit for July 29, 2025, and Heilman will attend. If the owner is still willing to donate the full value of the easement, approvals will be needed from both the Heritage and Township boards. This could potentially create about a 130-acre corridor of protected lands. Once the LPB gets an application from the property owner, a project number can be assigned.

Treasurer's Report: Mineo shared that she was unable to get the updated reports prior to tonight's LPB meeting and will give an update at the August LPB meeting.

Announcements: Heilman asked why the Northampton County (NORCO) Livable Landscapes Grant Program is no longer on the agenda. Kodama and Cox stated that there have been no updates from NORCO. If new information becomes available, it can be added to a future agenda for discussion.

Comments from audience: None.

The meeting was adjourned at 8:10 PM, following a motion by Heilman, seconded by Mineo. The motion was approved 5-0.

Next meeting August 26, 2025 @ 7:00 PM, Williams Township Community Building.

Submitted,

Lori Cox, Secretary