

WILLIAMS TOWNSHIP BOARD OF SUPERVISORS
Regular Meeting
September 10, 2025

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 Colby Grim, Township Manager Melody Ernst, Township Engineer Ronald Madison, Zoning Officer Suzanne Borzak, Public Works Director Michael Strawn and Township Secretary Hannah Warner.

George stated Executive Sessions were held on September 2nd and September 4th, 2025 for Personnel Matters.

George asked if there were any corrections to the Minutes of August 13, 2025. 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 10, 2025 to the Board. Ray made a motion to approve the Expense Report, August Treasurers Report, and to pay the bills, second by Michael. There being no comments, motion carried 3-0.

Manager's Report – Melody submitted her report dated September 10, 2025 to the Board for review. Melody stated a couple of items in her report she will address when we get to them on the agenda.

Public Works – Mike submitted his report dated August 13, 2025 to September 10, 2025 to the Board for review.

1. Municipal and Community Building Furnace/AC quotes – Mike briefly discussed the three different quotes for the furnace. Mike stated Pricefixer was the lowest bidder for the Municipal Building in the amount of \$18,293.00. Melody also stated that Pricefixer services the buildings now. Ray made a motion to approve the Municipal Building quote from Pricefixer in the amount of \$18,293.00, second by Michael. There being no comments, motion carried 3-0. The lowest bid for the Community Building came from Pricefixer in the amount of \$19,884.00. Michael made a motion to approve the Community Building bid from Pricefixer in the amount of \$19,884.00, second by Ray. There being no comments, motion carried 3-0.

2. Approval of quote for Asbestos' removal at 2300 Morgan Hill Road – Mike recommended that the Asbestos be removed from 2300 Morgan Hill Road (old schoolhouse). He received a quote from ACM Associates to remove the flooring and the wood subfloor in the amount of \$6,000.00. Ray made a motion to approve the Asbestos removal in the amount of \$6,000.00, and the air test in the amount of \$150.00 from ACM Associates, second by Michael. There being no comments, motion carried 3-0.

Zoning Office Report – Suzanne submitted her report for July to the Board for review. There will be a Zoning Hearing Board hearing on Wednesday, September 24, 2025.

- 1. Ashley Siedt and Just Siedt – 55 Browns Drive – Variance Relief*
- 2. L & S Management – 1005 Aspen Street – Variance Relief*
- 3. Desiree Flowers – 395 Buttermilk Road – Special Exception*

Planning Commission – The August 20, 2025 report was received by the Board for review.

- 1. 140 Cedarville Road Ratification of signing Record Plan, Development Agreement, Holding Tank Agreement and Memorandum of Development Agreement** – Ron briefly discussed the above agreements to the Board. Michael made a motion to approve the above Agreements, second by Ray. There being no comments, motion carried 3-0.
- 2. 1280 Cedarville Road – Preliminary/Final Approval – Resolution 2025-22** – Colby briefly discussed Resolution 2025-22. Ray made a motion to approve Resolution 2025-22, second by Michael. There being no comments, motion carried 3-0.
- 3. 40 Hilton Street – Preliminary Approval – Resolution 2025-23** – Colby briefly discussed Resolution 2025-23. George stated this is the warehouse project proposed for Hilton and Line Streets. Michael made a motion to approve Resolution 2025-23, second by Ray. There being no comments, motion carried 3-0.

Land Preservation Board – The August 26, 2025 report was received by the Board for review.

- 1. 2025-01 Donation of CE Property to the Township** – Ken Kodama from the Land Preservation Board stated they have a donation of property to be preserved under consideration with about 19.3 acres. He stated that the costs will be borne by the Township for approximately \$30,000.00. Michael made a motion to approve 2025-01 donation to CE property, second by Ray. There being no comments, motion carried 3-0.

Recreation Board – The September 3, 2025 report was received by the Board for review. Judy stated Fest-O-Fall will be held October 4, 2025, with no rain date.

- 1. Discussion – Aeration of Municipal Fields** – As part of the Manager's Report, Melody discussed that at the August meeting it was mentioned that the Municipal field should be dragged, aerated and rolled. Melody received a quote from TruGreen for core aeration with overseeding on all three fields at a cost of \$9,224.18. Melody contacted TruGreen regarding weed control, which was part of the original contract with TruGreen but cancelled by a previous Manager. The cost of this service would be \$247.50 for both fields. Each additional treatment would be \$247.50. Michael Strawn indicated that the fields are multi-use and not just baseball. The outfield is rolled every year, and aeration is not performed due to rolling of the fields. The consensus was to leave it up to Mike with regard to the aeration and dragging. Melody will contact TruGreen to have the weed control performed.

Engineers Report – Ron briefly reviewed his September 5, 2025 memorandum.

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

Old Business

1. Approval of Resolution – Sally Hixson – Resolution 2025-24 – Ray made a motion to approve Resolution 2025-24, honoring Sally Hixson for her 33 years of service to the Township residents various Boards and positions. Motion was second by Michael. There being no comments, motion carried 3-0. Sally thanked the Board and expressed her appreciation for the opportunity to serve.

New Business

1. Approval of 2026 Minimum Municipal Obligation (MMO) - Melody advised the Board of the Townships responsibility for the 2026 Minimum Municipal Obligation for the Pension Plan. Michael made a motion to approve the MMO for the year 2026, second by Ray. There being no comments, motion carried 3-0.

2. Approval of Draft Ordinance and Authorization to Advertise Salary of Future Supervisors – Colby briefly discussed the Draft Ordinance and Authorization to the Board. Michael made a motion to approve the Draft Ordinance and Authorization to Advertise Salary of Future Supervisors, second by Ray. There being no comments, motion carried 3-0.

Supervisors' Comments

Ray expressed to Sally Hixson that we greatly appreciate her hard work and efforts year after year and also thanked her for the many years of service. Ray stated that Fest-O-Fall will be held on October 4, 2025, and that volunteers are needed. No Rain Date.

Michael expressed his appreciation for Sally Hixson on all her help for the past 33 years.

George also wanted to thank Sally for her dedicated services with the Township.

Audience Comments - None

There being no further business, the meeting was adjourned at 7:52p.m.

Respectfully Submitted,

Hannah Warner, Twp. Secretary/Treasurer
Williams Township Board of Supervisors