

WILLIAMS TOWNSHIP BOARD OF SUPERVISORS
Regular Meeting
April 8, 2026

The regular 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 asked if there were any corrections to the Minutes of March 11, 2026. 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 April 8, 2026 to the Board. Ray made a motion to approve the Reports, and to pay the bills, second by Michael. There being no comments, motion carried 3-0. Melody stated that the March Treasurers Report was not available.

Manager's Report – Melody submitted her report dated April 8, 2026 to the Board for review. Melody provided details for the upcoming Appreciation Dinner. The event will take place on May 21, 2026, at Yanni's Taverna Restaurant. Melody reported correspondence from Grace Industries regarding upcoming PennDOT roadwork on Raubsville Road. Work is scheduled to begin April 13, 2026, and is expected to continue until August. The information has been added to the Township website. Melody presented a request from the Recreation Board to mount two cabinets in the refreshment stand. Following a brief discussion, the Board reached a consensus to approve the installation. The Annual Shred Event will take place on May 2, 2026 from 9am-11am at the Public Works building. Lastly, PSATS Annual Conference is coming up on April 19-22. Melody Ernst, Michael Byrant, Mike Strawn, Alan Molder and Hannah Warner will be attending this year.

Public Works – Mike submitted his report dated March 11, 2026 to April 8, 2026 to the Board for review.

1. Award 2026 Road Projects – Mike stated that the Township only received one bid from AMS. Mike recommended awarding the Road Projects to AMS in the amount of \$156,370.98. Michael made a motion to approve the 2026 Road Projects bid in the amount of \$156,370.98, second by Ray. There being no comments, motion carried 3-0.

2. Approval to Hire Summer Temp (2) – After a lengthy discussion, Ray made a motion to hire three (3) summer temps, second by George. There being no further comments, motion carried 2-1, Michael opposed. Melissa Gutekunst discussed hiring the summer temps and who would be lining fields because the coaches would not have time to do it during the week. She also said that they would be willing to line the fields on the weekend. She further stated that the Athletic Association is only asking that this be done for the Williams Township leagues all other outside leagues would need to line their own fields.

Zoning Office Report – Suzanne submitted her report for March to the Board for review. The Zoning Hearing Board will meet on April 22, 2026 to hear the following:

1. Edward Days - 350 Cider Press Road - Variance

2. Joseph DiBartola - 1235 Raubsville Road - Appeal of Determination

Colby stated that the Board must decide whether the Township Solicitor and Township Engineer should attend the upcoming Zoning Hearing Board meeting for the Appeal of determination at 1235 Raubsville Road. Ray made a motion to have both professionals present, second by George. There being no further discussion, motion carried 3-0.

Ray questioned Suzanne if residents need a zoning permit to change their water heater in their house. Suzanne stated she will get the information to him this week.

Planning Commission - The March 18, 2026 report was received by the Board for review.

Land Preservation Board - The March 24, 2026 report was received by the Board for review.

1. Approval of CE property - 145 Stouts School Road - Ken Kodama stated that the Land Preservation Board is looking for approval to purchase a Conservation Easement for the property at 145 Stouts School Road, which is approximately 11 acres. Ken Kodama stated the appraisal came back for the property at \$18,000 per acre and the total for the entire project would be \$227,900. Ken furthermore stated that Heritage was willing to contribute \$2,000.00 after Matt Babitt speaks to the Board. After a brief discussion, Michael made a motion to approve Conservation Easement 2026-03, second by George. Tom Heilman noted that the project benefits local wildlife as the abutting property is already under Conservation Easement. There being no further comments, motion carried 3-0.

Recreation Board - The April 1, 2026 report was submitted to the Board for review.

1. Approval of Hire Recreation Director/Counselors - Judy stated that the Recreation Board has made a recommendation to hire Summer Recreation Director/Counselors. Ray made a motion to hire the following for summer recreation this year: Darlene Viscomi, Director at \$25.00 an hour; Abigail Sagrestano, Assistant Director at \$16.00 an hour, Madison King, Andrew Sagrestano, Jake Fretz at \$14.00 an hour, Gabrielle Vazquer, Mariah Chase, OliveMarie Staniec, Wyatt Deemer and Michael Catallo at \$13.50 an hour, second by George. There being no comments, motion carried 3-0.

2. Summer Recreation updated rules/sign in and sign out sheet - The Recreation Board submitted revised rules and regulations for the upcoming Summer Rec program to Melody. She added some revisions for the Board to consider. The Board tabled the updated rules and regulations until the May meeting.

3. Discussion about Field Lining - Judy stated that the Township has been doing it since 1966 and since the fields are the Townships they feel it should be taken care of so that everything is done properly. Mike Strawn stated that he is not saying the Township should not be responsible for doing the fields, Mike said he is saying the Public Works never lined the fields until 2008. Mike briefly talked about who was lining the fields and stated that the Township specifically hired an individual to line and drag the fields. Mike further went on to say you that it is the Bords decision if they want to pay the public works employees straight time during the work week or on the weekend time and a half to line the fields. There was a discussion regarding the length of time for ball games and the number of fields that need to be maintained and lining. Judy asked why the employees cannot line the fields when they are checking the fields on the weekends. Cheryl Sigfried asked if the Township was paying an outside person to line the fields. Ray said that his suggestion was to hire a third summer temp to line and take care of the fields. No direction was given as to who will line the fields.

Engineers Report – Ron submitted his April 8, 2026 memorandum to the Board for review.

1. Approval of Proposed Minor Subdivision for Hilton Street Property – I-78 Stormwater – Ron gave a brief overview of the expansion of the I-78 stormwater basin. In accordance with the agreement with Chrin, Chrin will give the land to the Township for the expansion. Chrin will be keeping a 20' portion of the lot. Ron submitted a proposal to the Board for the survey, deed descriptions, subdivision and possibly attending the Zoning Hearing Board. Michael made a motion to approve the costs associated with the expansion of the I-78 stormwater basin along Hilton Street, second by George. There being no further comments, motion carried 2-1. Ray opposed.

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

Old Business:

1. Public Hearing – Approval of Subdivision and Land Development Ordinance

Amendment Street Classification Map – Ordinance 2026-01 – The Public Hearing was called to order by Township Solicitor Colby Grim. Colby stated this Ordinance is to just amend street classifications. Ron has worked on the Street Classification Plan and that will be made a part of the SALDO. There were no public comments. Colby closed the hearing. Ray made a motion to approve **Ordinance 2026-01**, second by Michael. There being no comments, motion carried 3-0.

2. Fast Signs – Grant of Sanitary Sewer Line Easement – Colby stated the sanitary sewer line easement is already in existence, but the easement was never received, so this document is Fast Sign granting it to the Township. The easement was signed for tonight's meeting. However, it will need to be signed again as they signed a two-sided document, and it needs to be one sided for recording. Michael made a motion to approve sanitary sewer line easement, second by Ray. There being no comments, motion carried 3-0.

New Business

1. Authorize 2026 GIS on-Call Services – Ron gave a brief overview on the proposed GIS services. Michael made a motion to authorize the 2026 GIS on call services at a cost not to exceed \$35,000.00, second by George. There being no comments, motion carried 2-1. Ray opposed.

2. Approval of Amended Plan and Waiver Request – Chrin Landfill Land Development Plan – Chrin appeared in front of the Planning Commission for a recommendation of a plan revision and waiver request to eliminate planting along Industrial Drive due to the utilities in that specific area, lack of sun and the damage caused by snow damaging the trees during plowing. The Planning Commission recommended both waivers. Michael made a motion to accept the amended plan and waiver request, second by Ray. There being no comments, motion carried 3-0.

3. Approve Appointment of Michelle Vail – Historical Society Committee – Ray made a motion to appoint Michelle Vail as a member of the Historical Society Committee, second by Michael. There being no comments, motion carried 3-0.

4. Accept Resignation of Keith Rau – Zoning Hearing Board (Alternate) – Michael made a motion to accept resignation of Keith Rau as Alternate on Zoning Hearing Board, second by Ray. There being no comments, motion carried 3-0.

5. Approval of 2025 Audit – Melody confirmed that the audit is complete and the auditor did speak with Ray. Melody also stated that the Client Representation letter will need to be signed by the Chairman as stated in her Manager's report. Ray stated that he did speak with the Auditor and was told that the books look good. Michael made a motion to approve the 2025 Audit, second by Ray. There being no comments, motion carried 3-0.

6. Refund Tax – 795 South Delaware Drive – Melody stated the assessment amount per the February report has decreased. Michael made a motion to approve refund tax in the amount of \$13.23, second by Ray. There being no comments, motion carried 3-0.

7. Destruction of Tax Records – Resolution 2026-10 – Melody stated that the records in question are being destroyed pursuant to the guidelines established in the Municipal Records Manual. Michael made a motion to approve **Resolution 2026-10**, second by Ray. There being no comments, motion carried 3-0.

Supervisors' Comments

Audience Comments

There being no further business, the meeting was adjourned at 8:20 p.m.

Respectfully Submitted,

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