

WILLIAMS TOWNSHIP BOARD OF SUPERVISORS
Regular Meeting
September 9, 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, 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. Supervisor Michael Bryant was absent.

George asked if there were any corrections to the Minutes of August 12, 2026. Ray made a motion to approve said minutes, second by George. There being no comments, motion carried 2-0.

Melody presented the Expense Report of September 9, 2026. Ray made a motion to approve the August Treasurers Report, and to pay the bills, second by George. There being no comments, motion carried 2-0.

Manager's Report – Melody submitted her report dated September 9, 2026 to the Board for review.

Melody stated the claim for the damaged school bus flasher sign on Route 611 was submitted to the insurance company and the Township has received the funds for the damages.

Mel stated that Ray reached out to her concerning the lights at the Raubsville Park not working. After speaking with Mike Strawn, it was determined that he had disconnected the lights in 2022. After a brief discussion, it was the consensus of the Board to keep the lights disconnected.

Melody also stated in her Managers Report that she called TruGreen to cancel the seeding and aeration for this year due to the number of teams utilizing the fields into late November. The seeding and aeration will be rescheduled next year. No teams will be able to utilize the fields from September 10, 2027, through Spring of 2028.

1. Approval of Town Hall Workshop – Ken Kodoma from the Land Preservation Board has requested the meeting room be reserved for November 5, 2026 at 7pm for a Town Hall Workshop educating the Township residents on Open Space. Matt Babbitt will also be attending the meeting to help guide the residents. The LPB also asked if the Township could print the letters, and pay for the postage. No postage amount was provided at this time. George made a motion to approve the Town Hall Workshop and to print the letters and pay the postage, second by Ray. There being no comments, motion carried 2-0.

2. Pollution Policy Premium – Melody stated that Brown & Brown provided the Township our Pollution and Liability policy renewal notice. The premium decreased to \$1,718.00 from \$2,019.00 due to the oil tank removal at the community building. It is recommended to lock in the three-year premium for \$2,295.00. Ray made a motion to approve the three-year premium at \$2,295.00, second by George. There being no comments, motion carried 2-0.

Public Works – Mike submitted his report dated August 10, 2026 to September 9, 2026 to the Board for review.

1. Approval to Extend Bracalente Inc. Paving Quote – Mike stated that following a discussion with the contractor from Bracalente Inc., the current project bid will remain valid for one year, extending its expiration to August 2027. Ray made a motion to approve the bid extension through August 2027, second by George. There being no comments, motion carried 2-0.

2. Approval to Extend Seasonal Employment – Zachary Sweeney – Due to a full-time employee being deployed, Mike and Melody requested the extension of Zachary Sweeney as a temporary employee until the full-time employee returns, but no later than April 30, 2027. A motion was made by Ray, second by George. There being no comments, motion carried 2-0.

Zoning Office Report – Suzanne submitted her report for July to the Board for review. The Zoning Hearing Board will meet on September 23, 2026 to hear the following:

1. Donald Kerbaugh – 410 Buttermilk Road – Variance

2. Jeffrey Paul – 680 Berger Rd – Appeal of 5/15/26 Zoning Officer Notice or Use and Dimensional Variances – Continued

Planning Commission – The August 19, 2026 report was received by the Board for review.

Land Preservation Board – The August 25, 2026 report was received by the Board for review.

1. Additional Survey Work for Project 2025-01 – Colby stated we received a request from Cowan and Associates that they had gone out and did the survey and missed a couple poles. Cowan and Associates wanted additional money in the amount of \$850.00 to return to the property to complete the work they missed. Colby recommended not giving additional funds for the survey. Ray made a motion not to give additional money to Cowan and Associates, second by George. Tom Heilman stated it's not like we are asking them to do something in addition it is something Cowan and Associates missed. There being no comments, motion carried 2-0.

Recreation Board – The September 2, 2026 report was submitted to the Board for review.

Judy stated that Fest-O-Fall will be held on Saturday, September 26, 2026 at the Williams Township Municipal Park, starting at 3pm and ending with fireworks at dusk.

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

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

Old Business:

1. Authorization to Advertise Public Hearing for a Zoning Amendment to Rezone 900 Island Park Road - Colby stated that the matter involves rezoning and recommended authorizing for advertisement. Ray made a motion to Advertise a Public Hearing, second by George. There being no comments, motion carried 2-0.

New Business

1. Approval of 2027 Minimum Municipal Obligation (MMO) - Melody stated the MMO is an estimate of the W2 wages in 2027 of the employees covered by the pension plan. To comply with statutory requirements, this information is being shared with the Board prior to the September 30th deadline. The total estimated financial obligation for the 2027 plan year is \$88,138.80. Ray made a motion to approve the 2027 MMO, second by George. There being no comments, motion carried 2-0.

2. Authorize Solicitor to Draft an Agreement of Sale and Transfer Chrin Hilton Street Property to Williams Township - Colby stated the next three agenda items are all working in accordance with one another. Colby stated we are at the stage now where Chrin needs to transfer the property over to the Township. Once the property is transferred over to the Township. Public Works can go in and clear the site and do test pits. Ray made a motion Authorize the Solicitor to Draft an Agreement of Sale and transfer Chrin Hilton Property to Williams Township and Authorize the Execution of the Agreement of Sale by Township Manager, second by George. There being no comments, motion carried 2-0.

3. Authorization and Approval for Collier's Engineering to Complete Geotechnical Engineering in accordance with Chrin Hilton Street Property - Colby stated the next motion is to Authorize Collier's Engineering to complete the Geotechnical Engineering of Chrin Hilton Street Property in accordance with the Agreement of Sale not to exceed \$6,000.00. Ray made that motion, second by George. There being no comments, motion carried 2-0.

4. Authorization and Approval of PW to rent necessary equipment to clear site and dig test Pit on Chrin Hilton Street Property - Colby stated the last motion would be Authorization and approval of Public Works to rent the necessary equipment to clear the site and dig test Pits on Chrin Hilton Street Property with the cost not to exceed \$6,000.00. Ray made that motion to Authorize and Approve PW to rent necessary equipment to clear site and dig test Pits on Chrin Hilton Street Property not to exceed \$6,000.00, second by George. There being no comments, motion carried 2-0.

5. Lower Saucon – Revised Official Map and Ordinance Discussion - Colby stated that the Township received and reviewed the proposed materials from Lower Saucon revising their official map. Colby stated there would be no impact to Williams Township. If the Township had any objections, representatives would attend the meeting to state the objection.

6. Letter of Support Easton Emergency Squad – LSA Grant - Melody stated that the City of Easton is applying for a Local Share Account (LSA) grant to fund equipment upgrades for Easton EMS ambulance stretchers. Because Williams Township falls within the Easton EMS service territory, the upgrades would directly benefit township residents. Ms. Bamford requested a Letter of Support from the Township to accompany the grant application. The consensus of the Board was to go ahead and get a letter drafted for ambulance stretchers.

Supervisors' Comments

Audience Comments

1. Alexander Krueger – 255 Canal Road – Stated that he wants to have a discussion regarding Flock cameras. He stated there are two in the township and wanted to know who authorized them and where they are located. George requested he call Melody to discuss this issue during normal business hours.

2. Ron Madison - September 11 - Remembrance - Ron expressed his feelings with the upcoming anniversary of 9/11. He stated he was in Williams Township when the first plane hit the tower.

There being no further business, the meeting was adjourned at 7:30p.m.

Respectfully Submitted,

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