

**Williams Township Board of Supervisors  
December 14, 2016**

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 Chairman Mark Ernst. Mark led the audience in the pledge to the flag. Others present were Vice Chairman Raymond Abert, Supervisor George Washburn, Township Solicitor Jonathan Reiss, Township Engineer Ronald Madison; Township Manager Jennifer Smethers, Public Works Director Michael Strawn, Zoning Officer Richard Adams and Township Secretary Melody Ernst.

Mark stated Executive Sessions were held on November 21, 2016 to discuss union negotiations and December 9, 2016 and December 14, 2016 to discuss personnel matters.

George made a motion to approve the minutes of October 12, 2016 as presented, second by Ray. There being no comments, motion carried 3-0.

George made a motion to approve the Expense Report of December 14, 2016, November Treasurers Report and to pay the bills as submitted, second by Ray. There being no comments, motion carried 3-0.

**Manager's Report**

Jen stated a quote was received from Maser Consulting for the GIS MS4 Mapping Consulting Services. Jen will be meeting with Ron and Sue from Maser to discuss the proposal and possibly using an intern from Lafayette College Engineering Department to assist with data collection and field work.

An email was received from DEP advising they are looking to schedule a public hearing on the Chrin Landfill expansion application in mid-January. When the date is confirmed the information will be posted on the Township website.

Jen met with Phil again from City Entertainment System regarding the installation of a new sound system and he is recommending a different system than what he originally proposed. He feels this updated system with different microphones will pick up sound better. Jen said the total of the original quote was \$4,792.55. In November the Board approved \$2,248.94 and with the updated proposal the difference would be \$1,944.61 for better microphones and the amplifier. He is also giving us a credit for the buyback of the old microphones. George made a motion to approve the additional spending of \$1,944.61, second by Ray. Michael Bryant asked if there is a performance warranty and if it will enhance the video sound? Ron Heinrich asked if the Board looked into the clip type microphone to get a closer sound. There being no further comments, motion carried 3-0.

A letter was received from AECOM notifying the Township that PennEast has submitted a Pennsylvania Chapter 105 Joint Permit Application for authorization of wetland and stream crossings for the Pipeline project. The letter is available for review at the Township building.

Jen and Mel are working on closing the year end, 2016 audit and preparing for the reorganization/regular meeting which will held on January 3, 2017 at 7:00 p.m.

Jen advised the Board that she is working with Kurt from Senator Boscola's Office for possibly \$80,000.00 additional funding on the Melchor tract.

**Public works** - Mike read the report for November 9, 2016 to December 14, 2016.

**1. Acceptance of Scott Gordon's Resignation** - George made a motion to accept the resignation of Scott Gordon, second by Ray with regrets. There being no comments, motion carried 3-0.

**2. Appointment of CDL Laborer** - After interviewing several candidates with Jen, Mike recommended that Thomas Pinkerton who holds a Class A license be hired as a CDL Laborer. He is also recommending Alan Molder as an alternate if a position should become available at a later date. George made a motion to hire Thomas Pinkerton as a CDL Laborer at a rate of \$21.25 per hour with Alan Molder as an alternate, second by Ray. Ron Hineline asked if this is probation or is he being hired for the new position. Mike stated his probation period is six (6) months. There being no additional comments, motion carried 3-0.

**3. Crew Lead Appointment** - Mike recommended that Daniel D'Imperio be promoted to Crew Lead. George made a motion to appoint Daniel to Crew Lead, second by Ray. There being no comments, motion carried 3-0.

Mike commented he would like to get started with the steps for the over flow parking for Gaffney Hill. Mark asked if the handrail is embedded in the prefabricated steps. Ron stated there are two (2) options, either surface or embedded. Ron recommended to start with the design, survey and shop drawings so that a firm quote can be established. General consensus of the Board is to start the project.

**Zoning Hearing Board** - Rich read the report for November 2016 and stated there will not be a Zoning Hearing Board meeting on Wednesday, December 28, 2016.

**Planning Commission** - No report

**Land Preservation Board** - Bob read the report for November.

**1. Hoffman/Morrow - Agreement of Sale for Conservation Easement** - Jonathan stated the Agreement is to purchase a Conservation Easement which consists of

approximately 20.3746 acres on Hexenkopf Road. The purchase price is \$87,138.37 which is comprised of a grant from DCNR and Northampton County and the smallest contribution from Williams Township. The settlement would be in late March. George made a motion to approve the Agreement of Sale and authorize the Chairman of the Board to sign said Agreement, second by Ray. There being no comments, motion carried 3-0.

**Recreation Board Report – None**

**Landfill Advisory Committee** – Rich read the report for December.

**Engineer Report** – Ron briefly reviewed his December 8, 2016 memorandum.

**Solicitor Report** – None

**Old Business**

**1. Public Hearing – Moving Permit Ordinance 2016-5** – Mark opened the Public Hearing. Jonathan stated that the proposed Ordinance has been advertised in the Express Times and made available for public inspection at the Express Times as well as the Township building. He stated it would amend Ordinance 1989-2 requiring applicants to include their Social Security numbers which is being required by the Earned Income Tax collector to verify people residing in the Township are paying their Earned Income Tax. George made a motion to approve Ordinance 2016-5, second by Ray. Linda Heindel stated that Social Security numbers have been violated and asked if a person had a note from the Earned Income Tax Collector that taxes are paid would they then be exempt. Jonathan stated it is aimed towards people that are moving into the Township. Michael Bryant asked how does the use of the Social Security numbers verify they have paid. Jonathan stated they tract the returns that they file. Haldan stated that Bethlehem and Allentown require a Social Security number. There being no further comments, motion carried 3-0. Mark closed the public hearing.

**2. Approval of 2017 Budget** – Mark stated this will be a three (3) part motion. Mark made a motion to accept the 2017 Budget withdrawing Melody Ernst and Judy Abert's salaries and benefits from the budget, second by George. There being no comments, motion carried 3-0. George made a motion to accept the budget with Melody Ernst's salary and benefits, second by Ray. There being no comments, motion carried 2-0. Mark abstained. Copy of the abstention is made a part of said minutes. Mark made a motion to accept the budget with Judy Abert's salary and benefits, second by George. There being no comments, motion carried 2-0. Ray abstained. Copy of the abstention is made a part of said minutes.

**3. Professional Services Agreement – Resolution 2016-22** – Jonathan stated this Resolution authorizes the Township Manager or the Chairman of the Board to sign Professional Services Agreements without need of further action at a public meeting by

the Board of Supervisors. George made a motion to approve Resolution 2016-22, second by Ray. There being no comments, motion carried 3-0.

**4. Tax Office Resolution 2016-24** - Jonathan stated if this Resolution is approved it would become effective January 1, 2018 and would terminate free office space to whomever acts as tax collector. If the Board wishes to change any compensation a Resolution must be adopted no later than February 15, 2017. There was some discussion about a part time person having office duties as well as collecting taxes or an outside company collecting the taxes. Mark asked that this be tabled until January. George made a motion to table this matter until January, second by Ray. Michael Bryant asked about charging the tax collector to use the old building on specific dates. Fred commented for security purposes do you want that person to be alone and asked about a local bank to collect taxes. There being no further comments, motion carried 3-0.

**5. Country Classics at Legacy – Sewer Dedication and Commencement of 18 month Maintenance Period** - Jonathan stated the sewer lines were videotaped and results approved by the Township engineer. Jonathan further stated a maintenance bond in the amount of \$43,341.87 has been issued for a 18 month maintenance period to cover the sanitary sewer lines which are going to be dedicated tonight, the commitment for title insurance to insure the easement to be dedicated to the township, bill of sale warranting the township will be the owner of the sewer lines and the sanitary sewer line easement have all been submitted. George made a motion to accept the completion of the sanitary sewer lines, accept dedication and commence the 18 month maintenance period effective today, second by Ray. Ron stated Country Classics was already dedicated through litigation in 2006. There being no further comments, motion carried 3-0.

**6. Rescind Resolution 2015-27 – Planning Commission Review of Land Preservation Applications** - This matter tabled till January 2017.

**7. Oakleigh Knoll – Painter Farms/Gartner** - Jonathan stated he does not have the necessary information to prepare the Development Agreement.

## **New Business**

**1. 2017 Real Estate Tax Millage Rate – Resolution 2016-23** – George made a motion to approve Resolution 2016-23 wherein the real estate millage rate will remain at 2.25 mils, second by Ray. There being no comments, motion carried 3-0.

**2. Charles & Sara Gunderman – 25 Island Court – Professional Services Agreement** – George made a motion to approve said Professional Services Agreement, second by Ray. There being no comments, motion carried 3-0.

**3. Approval to Close Books – December 23, 2017** – George made a motion to close the books as of December 23, 2016, second by Ray. There being no comments, motion carried 3-0.

**4. Roth Farm Estates** – Jeff Strauss appeared and stated that he is disputing a few of the invoices he feels he was doubled billed for. He also spoke about a catch up

meeting that he was unavailable to attend and felt it unnecessary to hold. After a brief conversation regarding the bills and missing documents, it was recommended by Mark that Jeff schedule a meeting with Jen, Jonathan, Ron and office staff to discuss the dispute at hand.

**Supervisor Remarks**

The Board wished everyone a Merry Christmas.

**Audience Comments**

1. **Linda Heindel** - Spoke about PennEast pipeline.

There being no further business, meeting was adjourned at 8:07 p.m.

Respectfully Submitted,

MELODY A. ERNST, SECRETARY  
Williams Township Board of Supervisors