

Williams Township Board of Supervisors
June 14, 2017

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 an Executive Session was held on May 18, 2017 to discuss union matters and June 14, 2017 at 6:00 p.m. and 6:30 p.m. for personnel matters.

George made a motion to approve the minutes of May 10, 2017 as presented, second by Ray. There being no comments, motion carried 3-0.

George made a motion to approve the Expense Report of June 14, 2017, May Treasurers Report and to pay the bills as submitted, second by Ray. There being no comments, motion carried 3-0.

Mark stated for anyone that is here tonight regarding the Medical Marijuana facility, this is not on the agenda and will not be discussed tonight. Jonathan stated at the Planning Commission meeting in May there was a sketch plan presented and the applicants/developer proposing the facility indicated their next step would be to put together a preliminary land development plan. The process for this is months away before it would even come before the Board of Supervisors. Mark encouraged people to follow the Township website. He further stated there will be audience comments at the end of the meeting wherein residents will be allowed five (5) minutes to make a comment.

Manager's Report

Jen stated that she and Katie met with Data Dallas Systems, Inc., UBMax from Softline Data and Muni-Link for sewer utility billing software. She explained all three companies and stated she and Katie would recommend Muni-Link. The cost for the data conversion is \$3,000.00 and there is a \$310.00 monthly support fee. George asked if this will be user friendly for us or the customers. Jen stated it would be user friendly for both. The residents will be able to access their accounts, pay bills on line or they have the option to pay by check. George made a motion to go with Muni-Link for the purchase and installation of the sewer billing software at the cost mentioned above, second by Ray. There being no comments, motion carried 3-0.

Jen stated she contacted Northampton County, Heritage Conservancy, Natural Lands Trust and Wildlands Conservancy regarding monitoring the Conservation and Agricultural Easements in the Township. After reviewing the files, it was determined three property easements are not being monitored. She further stated that Rich has volunteered to monitor the three properties. Jonathan commented that over time there will most likely be more than three properties. The Board agreed to have Rich take over the task.

Jen advised the Board that four (4) Open Space CD's have matured through PLGIT. She asked for direction as to whether the Board would like the CD's to stay with PLGIT at a net rate of 1.35% for 12 months. Mel stated that she contacted Embassy Bank and they will match the twelve month rate at 1.35%. George made a motion to move the Open Space CD's to Embassy Bank at a rate of 1.35% for twelve months, second by Ray. John Hogan commented that the Federal rates went up a quarter percent and as a suggestion asked whether the Board wanted to wait to see if the rate would change. There being no further comments, motion carried 3-0.

Jen also advised the Board that Ray has asked to look into investing the Recreation Funds and the Landfill Settlement Funds with Sandrine Glovas at Morgan Stanley. The rate offered is 1.50% for a six month CD. Jen said she is not sure what fees if any there would be. Ray stated the deadline for investing at that rate is June 24, 2017. There was discussion as to when the grant that was acquired for the Raubsville property needs to be spent to make sure we have enough in the account for costs that would start incurring. After a brief discussion regarding fees and the investment being placed into a brokers savings account it was asked that this matter be tabled. Jonathan suggested asking Ron to give a projected budget for the Raubsville property so if the Board wants to move money they can once they determine what the budget will be. Ron will provide a budgetary amount for the June meeting.

Jen told the Board that Katie has been receiving several complaints a week from residents that the Township website is not mobile-friendly. Jen has been in contact with GetPhound.com and PUMTEX Technologies inquiring about their services. John Hogan commented as to whether the township has tried to pick up websites that these companies are currently hosting. George suggested that Katie keep a log to see how many complaints we receive. He also suggested contacting both companies to try the websites they host to see how user friendly they are. Mark commented that he would not like to spend the money unless it is necessary.

Jen stated the Townships contract ends this year with the Auditor, Riley & Company. She stated that if we are to use them for 2017 the cost would be \$8,300.00. A three year contract would be \$8,200.00, \$8,400.00 and \$8,700.00. She asked the Board if they would like to stay with Riley & Company at the cost stated or if they would like

her to send an RFP out. After some discussion, the Board asked Jen to prepare and send an RFP for auditing services.

Public Works - Mike read the report for May 10, 2017 to June 14, 2017.

- 1. Accept Will Hughes Resignation as CDL Laborer** - George made a motion to accept the resignation of Will Hughes, second by Ray. There being no comments, motion carried 3-0.
- 2. Accept Appointment of Alan Molder as CDL Labor** - This position was already approved at an earlier Board of Supervisors meeting.

Mike told the Board with the new roadside cutting policy you are required to have a shadow vehicle behind the mower. After a brief discussion, the Board asked Jonathan to look into this to see if the policy would actually be required in the Township.

Mike commented that he received a flyer pertaining to the Spotted Lanternfly which is a destructive pest to agriculture and asked that this information be posted on the Township website.

Mike advised the Board that after monitoring the speeds on Coffeetown Road, it revealed that vehicles are traveling 41 mph to 62mph. George suggested passing the information on to the State Police to see if they can patrol that road more often.

Zoning Hearing Board - Rich previously submitted his report for May to the Board and stated there will not be a Zoning Hearing Board meeting on Wednesday, June 28, 2017, at 7:00 p.m.

Planning Commission - Haldan gave the report for May.

Land Preservation Board - Bob Schmidt read the report for May.

Recreation Board Report - Judy stated that Sherri Keiter will not be returning as a counselor for the summer recreation program. Devon Floyd was contacted after putting an application in and has accepted the counselor position.

Landfill Advisory Committee - Rich submitted the Report to the Board for June.

Sewer Advisory Committee Report

- 1. Sewer Advisory Committee Resolution 2017-14** - Jonathan stated he was directed by the Board last month to draft a Resolution to disband the Sewer Committee. He said if approved it would disband the committee and repeal Resolution 2010-12 which

would be effective today. George made a motion to approve Resolution 2017-14, second by George. There being no comments, motion carried 3-0.

Engineer Report – Ron briefly reviewed his June 2, 2017 memorandum. Ron commented with regard to the Church Road project, the contractor requested the Board of Supervisors allow the PPL fee of \$1,413.00 be paid as part of the Contingency Bid item budget of \$5,000.00. Ray expresses concern about paying the contractor \$1,413.00. Ron stated the plans that were part of the bid packet did not include that detail. A contract addendum was issued and it was also pointed out at the mandatory bid meeting. Generally utility lines and utility poles are considered part of the public right-of-way, however in this case PPL has a private easement and the poles are located just outside the right-of-way. George feels this should have been on the drawing and feels the Township should not have to pay.

Solicitor Report - None

Old Business

1. Approve Mutual Release - Vanic Company – Jonathan stated at the May meeting the Board terminated the contract for Morvale Road Retaining Wall Replacement which was awarded to the Vanic Company. At that time, Jonathan recommended that the Township enter into a Mutual Release which the contractor has executed. Jonathan stated a motion would need to be made to approve the Mutual Release and authorize the Chairman to sign same. George made that motion, second by Ray. There being no comments, motion carried 3-0.

New Business

1. Approval of 2016 Audit – George made a motion to approve the 2016 Audit, second by Ray. There being no comments, motion carried 3-0.

2. Well Ordinance Discussion – Jonathan stated a number of years ago he and the Township engineer at the time suggested an amendment to the well ordinance to include pumping tests for new wells and at that time the Board tabled the matter. At the April Planning Commission meeting several residents expressed concerns regarding their wells after a sketch plan was reviewed for a medical marijuana grower operation. Jonathan suggested that he and the Township engineer look at the Ordinance again to possibly amend the Well Ordinance. The proposed Ordinance would require pumping tests for new wells for major subdivisions with 6 lots or more and for any commercial or industrial land development matters. Community wells could also be included in the Ordinance. He explained the financial security, tests and monitoring of the surrounding wells and that a Township Hydrogeologist would review the results and may require a well guarantee agreement which would remain in existence for a period of time after the last certificate of occupancy is issued. Ray asked if this would protect the home owners that are already there. Mark asked if the expense would be the developers and not the home owners and if a release would need

to be signed from the existing homeowner to perform the work. George commented that there should be a change to protect the surrounding properties. After discussing the questions, the Board asked Jonathan to provide them with a copy of Plumstead Township's Well Ordinance.. This matter is tabled until July. John Hogan expressed concern for protecting the residents of the township.

Supervisor Remarks

The Board thanked the Memorial Committee for their hard work.

Audience Comments

1. **Maureen Hofschild** - Asked if there will be zoning changes for the medical marijuana facility in that area. Asked if the property in question is owned by a private resident and they are leasing it out.
2. **Sara Tsioukas** - Expressed concern for the properties bordering the proposed project and their wells, sink holes, increase in traffic, deliveries and property values.
3. **Carol Dietrich-Soffera** - Expressed concerns about break-ins to homes, increase of traffic, wells and the safety for their kids and the buses.
4. **Linda Heindel** - Spoke about the Memorial Day program and thanked everyone that helped. She also spoke about the pipeline.
5. **John Hogan** - Expressed concern about the medical marijuana facility and the effect it will have on property values, resident wells, increase in traffic and noise pollution. He asked the Board to think about the people they represent.

There being no further business, meeting was adjourned at 8:27 p.m.

Respectfully Submitted,

MELODY A. ERNST, SECRETARY
Williams Township Board of Supervisors