

**Williams Township Board of Supervisors
September 13, 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 2:30 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; Public Works Director Michael Strawn; Township Manager Jennifer Smethers and Township Secretary Melody Ernst. Absent was Zoning Officer Richard Adams.

Mark stated Executive Sessions were held on Tuesday, September 5, 2017 and September 13, 2017 to discuss personnel matters.

Ray made a motion to approve the minutes of August 14, 2017, 2017 as presented, second by Mark. There being no comments, motion carried 2-0. George abstained.

George made a motion to approve the Expense Report of September 13, 2017, August 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 that proposals for Township Auditors were received from J. H. Williams & Co. and Riley and Company. Both proposals were reviewed by Jen and Mel and it was recommended that we stay with Riley and Company for the next three years. George made a motion to authorize Jonathan to advertise for the appointment of Riley and Company as Township Auditor, second by Ray. There being no comments, motion carried 3-0.

Jen advised the Board that an RFP for the Melchor Walking Trail was advertised and five engineering firms attended the mandatory pre-bid meeting on September 13, 2017. Proposals are due back by October 2, 2017.

Jen stated all CD's that were invested with PLGIT in the Open Space Account have at this time been rolled over to Embassy Bank per the Board's instruction. With the Boards permission, Jen and Mel would like to move the Open Space checking and savings account from PLGIT to Embassy Bank. The general consensus is to move the accounts to Embassy Bank.

Our Keystone Collections contract for LST expires the end of the year. Jen stated that if the Township were to terminate them a ninety (90) day notice must be given. It is

Jen's recommendation that we continue on with Keystone Collections. Consensus of the Board is to continue with Keystone Collections.

Mark asked Ron what happens if a bog turtle study is done and they find turtles on the Melchor property. Do we continue with the project? Ron stated they did get a hit for bog turtles for the Steely Hill/Stouts School Road culvert replacement. There have been known sightings in the Frys Run area creating a red flag for US Fish and Wildlife. If there are bog turtles most likely a screening would need to be done. It doesn't mean that the project would be cancelled but it would depend on whether they are in the vicinity and that would affect the construction period.

Public Works – Mike read the report for August 9, 2017 to September 13, 2017. Mike stated that ACS gave the Township a quote last year for the heating system and Mike will be looking to get an updated quote. He would like to include that in next year's budget depending on the quote amount.

Zoning Hearing Board – Mark announced that the Board received the report from Rich before the meeting.

Planning Commission – None

Land Preservation Board – Ron Hineline read the report for August. Ron gave an update on the Koch forestry plan. Ron also talked about the Reimbursement Agreement document and stated the Land Preservation Board has discussed the format of moving back the signing of the Agreement until after the State and County advise on their contributions to a project and re-write the agreement to be reciprocal to protect not only the landowner but also the township. Ray commented with regard to the Agreement he feels the Township should not be responsible for what the County and State does. Jonathan stated the only reason Koch had a forestry plan is because he insisted that he wanted to log the property.

Recreation Board Report – Judy gave the report for September. She stated that the Festival committee is still in need of volunteers. If interested contact Katie at the Municipal office or Jennifer Batdorf.

Landfill Advisory Committee - None

Engineer Report – Ron briefly reviewed his September 8, 2017 memorandum.

Ron stated the MS4 Stormwater mapping and digitizing of I-78 and Cedarville Road private stormwater facilities has been completed and the application is ready for signature. The permit renewal application and a \$500.00 application fee is due to PADEP by September 15, 2017. George made a motion to authorize the Township

Manager or the Township Solicitor to sign the application, second by Ray. There being no comments, motion carried 3-0.

1. Morvale Road Retaining Wall Construction 3rd Pay Reduction - Ron recommended the 3rd payment reduction in the amount of \$52,091.51 be released. He stated the retainage will be released next month. George made a motion to authorize the 3rd release in the amount of \$52,091.51 to Semmel Excavating, Inc., second by Ray. There being no comments, motion carried 3-0.

Ron stated at last month's meeting the Board authorized pilot study electrical work in the amount of \$6,000.00. Ron further stated the actual low bid came in at \$6,980.00. Ron asked for authorization to amend the motion from the previous month to include the additional \$980.00. George made a motion to amend the motion from the previous month to include the additional \$980.00 for the pilot study electrical work for a total cost of \$6,980.00, second by Ray. There being no comments, motion carried 3-0.

Solicitor Report - None

Old Business

1. Well Ordinance Discussion - Ron stated that his office is working on revisions from the Plumstead Ordinance and the SEO comments. As soon as that is complete it will be forwarded to Jonathan for review.

2. Bamboo Ordinance - Authorization for Advertisement - Jonathan stated he prepared a draft Bamboo Ordinance, circulated it to the Board and is asking for authorization to advertise said Ordinance for a public hearing. George made a motion to authorize advertisement of the Bamboo Ordinance, second by Ray. There being no comments, motion carried 3-0.

3. Oakleigh Knoll - Tabled.

4. Legislative Redistricting Resolution 2017-18 - Jonathan stated he was asked at last month's meeting to prepare a Resolution based on a request from a Township resident. He stated that other municipalities that he represents have received similar requests. The Resolution would seek the amendment of the Pennsylvania Constitution to assign the decennial task of both Legislative and Congressional redistricting to an independent citizens redistricting commission. Ray made a motion to approve Resolution 2017-18 in Support of a Citizens Commission for Legislative and Congressional Redistricting, second by Mark. Michael Bryant asked is this is an independent commission? Jonathan stated they would submit their names to the Secretary of the DPA Department of State and it would be done like a lottery. There being no further comments, motion carried 2-1. George opposed.

New Business

1. Minimum Municipal Obligation Approval – Jen stated she is advising the Board of the Township responsibility for the 2018 Minimum Municipal Obligation for the Pension Plan in the amount of \$64,345.00.

2. Shadow Vehicle Resolution 2017-17- Jonathan stated Mike Strawn asked Jonathan’s office to do research regarding regulations issued by PennDot on road side cutting. How the regulation is written, it would require a shadow vehicle behind the mower or mowers on or partially on every road that is being cut. The change in the regulation would be to change the word “and” to “or”. This requirement has put a strain on the Public Works Department. Jonathan further stated he not only drafted a Resolution for the Township but also a Resolution to NCATO for them to adopt at their October Convention to have PSATS get involved as well. If the Township Resolution is adopted it also states that a copy should be sent to the State Representative to encourage PennDot to amend their policy. George made a motion to approve Resolution 2018-18 changing the words so that a shadow vehicle would not be necessary, second by Ray. There being no comments, motion carried 3-0.

3. Ms-4 Stormwater Permit Renewal – This was acted upon under Engineer’s Report.

Supervisors Remarks –Ray stated he was contacted about a tractor trailer that was stuck on Kressman Road and wanted to know if there was anything that the Township could do to prevent that from happening again. He asked if a sign could be placed directing trucks to go to Ridge Road. Mike stated that PA Law 50 states that tractor trailers are not permitted on the road and feels we would be opening the Township up to liability.

Audience comments – None

There being no further business, meeting was adjourned at 7:39 p.m.

Respectfully Submitted,

MELODY A. ERNST, SECRETARY
Williams Township Board of Supervisors