

Williams Township Board of Supervisors
October 11, 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; Public Works Director Michael Strawn; Zoning Officer Richard Adams; Township Manager Jennifer Smethers and Township Secretary Melody Ernst.

Jonathan announced an Executive Session was held tonight at 6:30 p.m. to discuss potential litigation matter.

George made a motion to approve the minutes of September 13, 2017, 2017 as presented, second by Ray. There being no comments, motion carried 3-0.

George made a motion to approve the Expense Report of October 11, 2017, September Treasurers Report and to pay the bills as submitted, second by Ray. There being no comments, motion carried 3-0.

Manager's Report

Jen completed a webinar on Nixle, an emergency and community notification system. Residents can sign up for service and receive text messages which would be a cost of \$3,500.00 for the Township. Or, they may sign up for text messages and phone call notifications at a cost of \$4,500.00 a year to the Township. Nixle requires a three year contract. Mark asked if the Township were to try it for one year and decided to cancel, is the Township locked into the three year contract? Eileen Schmidt said it can be used when you cancel a Township meeting. Jen stated that cancellations do get posted on the Township website but with Nixle a notification would be sent out immediately to those that have signed up. George feels we can do the same thing with the Township email blast. Ray would like to see if the Township could get it for a one year period. George suggested placing this on the Township website and sending out an email blast to see how many residents would be interested in signing up for notifications.

1. Melchor Tract Engineering Proposals - Jen stated three bids were received for the Melchor tract walking trail project. A spreadsheet was provided to the Board showing the breakdown of the bid prices. Ray expressed his concern regarding add-ons in the one bid. George expressed his concern with the low bid because of opportunities for extras. Mark asked Jen with the three that submitted a bid proposal did each meet the specific criteria and fulfill the RFP in whole? Jen stated that Maser addressed every issue in the RFP. URDC and Baker addressed everything but left out a price for the

Highway Occupancy Permit. There was discussion regarding the existing Highway Occupancy Permit and whether they would need to obtain a new one. Mark asked Ron if they expect any extras be added to their proposal of \$70,600.00. Ron talked about the phases of the project for design, permitted use, bidding and cost and materials. He stated that the price of \$10,000.00 for construction and administration is Masers best estimate based on the size of the project. Ron stated that if there is work that the Public Works department could do that would save the Township some money. George made a motion to accept the Maser Consulting proposal in the amount of \$70,600.00, second by Ray. Michael Bryant asked if Maser Consulting does the work is it a conflict of interest? Jonathan stated that no they could have done the project without going through the RFP process. There being no further comments, motion carried 3-0.

Public Works – Mike read the report for September 13, 2017 to October 11, 2017

Zoning Hearing Board - Rich previously submitted his report for September to the Board and stated there will be a Zoning Hearing Board meeting on Wednesday, October 25, 2017, at 7:00 p.m. for the following:

1. THOMAS AND SEAN GURO - 105 YOUNG STREET - ZONING RELIEF

Rich asked if the Township wanted to oppose the variance relief for the hearing. After speaking with the Township Engineer and the Sewage Enforcement Officer they both feel there are some issues with the lot on Young Street. After a brief discussion regarding the lot he asked the Board if they would like any of the Township professionals there. Ron stated the issues of the property are the setbacks from the stream. Board's consensus is to have Ron attend the meeting on October 25, 2017. It was stated Ron is not taking a position if the township opposes it just that there are safety concerns.

Planning Commission – Haldan gave the report for September 20, 2017.

1. Ernst Minor Subdivision – Resolution 2017-19 – Mark turned the meeting over to Ray. Greg Knoll engineer for the applicant was present and stated this subdivision is a permitted use in an agricultural district. The engineers review letter was received and applicant plans on complying with that. Mr. Knoll also stated he was able to review the Resolution and his client is prepared to sign that tonight or seek conditional approval. Jonathan stated the Resolution is conditional upon the Township Engineer and the Sewage Enforcement review letters and includes the payment of the parks, recreation and open plan fees. The payment of the emergency services fees is in the Resolution but should be removed. Jonathan further stated Resolution 2003-30 which created the emergency services fee upon which fee assessed is based on a request by an applicant for waivers. This application does not include any requested waivers and

therefore there should not be any fees in lieu thereof. George made a motion to approve Resolution 2017-19 with sub paragraph 1.c stricken regarding payment of emergency services fees, second by Ray. There being no comments, motion carried 2-0. Mark abstained.

Land Preservation Board – Bob Schmidt read the report for September.

Recreation Board Report – Judy gave the report for October.

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

Engineer Report – Ron briefly reviewed his October 5, 2017 memorandum.

Ron stated that he submitted the recommended revisions to the draft well ordinance to the Board for review. The Board is looking to protect the residents surrounding a large water use facility. There was a brief discussion regarding the gallon use, security, testing and neighbor wells being monitored. Ron stated that the revisions will be made and he will re-submit it to the Board for review.

1. Morvale Road Retaining Wall Construction Close out and Final Payment – Ron stated he is looking for approval for the final pay request of the retainage payment in the amount of \$9,299.02 to Semmel Excavating, Inc. George made a motion to release the final payment to Semmel Excavating in the amount of \$9,299.02, second by Ray. There being no comments, motion carried 3-0.

2. Cedar Park Pump Station Pilot Study Update – Ron stated the submersible pump is performing well and the Township can anticipate a recommendation to purchase the pump through Co-Stars at the November meeting. Ron further stated the air mixer is working but not as efficiently as expected. Ron is recommending that the air mixer be removed and replaced with another mixer that works slightly different. Ron asked the Board for permission to purchase a new air mixer through Co-Stars with a 90 day free trial period at a cost of \$2,980.00. George made a motion to purchase the air mixer through Co-Stars at a cost of \$2,980.00, second by Ray. There being no comments, motion carried 3-0.

Solicitor Report – None

Old Business

1. Public Hearing – Bamboo Ordinance 2017-4 – Mark opened the public hearing. Jonathan stated this Ordinance was previously reviewed by the Board and has been advertised in the Express Times and made available at the Township building for public review. Jonathan explained the Ordinance would help control the problem that the Township has been experiencing in and off the right of way with bamboo obstruction in the roadway. It will also help the Township with enforcement of problem bamboo sites and help with neighbor to neighbor related issues. Mark closed

the hearing. George made a motion to approve Ordinance 2017-4, second by Ray. There being no comments, motion carried 3-0. It was recommended that the Ordinance be sent to the people with the bamboo issues.

2. Oakleigh Knoll - This matter is tabled.

3. Well Ordinance Discussion - Was handled under Engineers Report.

New Business - None

Supervisor Remarks - Ray commented the people have been in contact with him with having problems hearing the meeting and wanted to know if the camera can be added to the speakers. Jen will contact City Entertainment. George commented that everyone seemed to have a great time at the Fest O' Fall and thanked Jennifer Batdorf and everyone involved for doing a great job of organizing. Mark thanked Ron and Jonathan for all they do for the Township and how they highlight everything that is new.

Audience comments - None

There being no further business, meeting was adjourned at 8:01 p.m.

Respectfully Submitted,

MELODY A. ERNST, SECRETARY
Williams Township Board of Supervisors