

**Williams Township Board of Supervisors  
December 11, 2019**

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 Chairperson Mark Ernst. Mark led the audience in the pledge to the flag. Others present were Vice Chairperson Raymond Abert, Supervisor Michael Bryant, Township Solicitor Jonathan Reiss, Township Manager Mikal Sabatine, Township Engineer Ronald Madison, Public Works Director Michael Strawn and Assistant Township Manager Melody Ernst.

Mark stated there was an Executive Session held December 11, 2019 to Discuss Personnel Matters.

Mark asked Ray and Michael if they had any corrections to the Minutes of November 13, 2019. There being none, Ray made a motion to approve said minutes, second by Michael. There being no comments, motion carried 3-0.

Melody presented the Expense Report of December 11, 2019 and the November Treasurers Report to the Board. Michael made a motion to approve the Expense Report, Treasurers Report and pay the bills, second by Ray. There being no comments, motion carried 3-0.

**Manager's Report** – Mikal submitted his report of December 11, 2019 to the Board for review.

Mikal stated he is seeking permission from the Board to purchase the propane tank at the Municipal Building from Amerigas who has provided a quote in the amount of \$798.20. This will allow the Township to purchase propane either on a bid basis or price basis as opposed to be locked into a contract. Michael made a motion to purchase the exiting tank from Amerigas for \$798.20 and to purchase propane on market price, second by Ray. There being no comments, motion carried 3-0.

Mikal stated that the Reorganizational meeting will be held on January 6<sup>th</sup>. He wished the Board, staff and residents a Happy Holiday Season.

**Public Works** – Mike Strawn read the report for November 13, 2019 to December 11, 2019.

Michael stated he appreciated that the Public Works installed the tax slot, making payments more secure.

**Planning Commission Report - None**

**Land Preservation Report-** Bob Schmidt read the report for November.

**Recreation Board Report - None**

**Landfill Committee -** Ray read the report for December.

**Engineer Report-** Ron Madison briefly reviewed his December 9, 2019 memorandum.

**Solicitor Report - None**

**Old Business**

**1. Approval of 2020 Budget -** Mark asked for a motion to approve the 2020 budget less the Assistant Manager and Part time position. Michael made a motion to approve the 2020 budget less the Assistant Manager and the Part Time position, second by Ray. Fred asked what the line item is for the MMO. He also asked why the various donations are no longer in the budget just a line item for contributions in the amount of \$15,000.00. Mikal gave the line item for the MMO and indicated that last year at the Boards discretion they changed the various donations to a flat contribution line. Mikal also stated that this was brought before the Board at a public meeting. Mark commented that this came to the table because of the auditors and the Township was not collecting the proper information for the contributions. There being no further comments, motion carried 3-0.

Mark made a motion to approve the Part time position in the 2020 budget, second by Michael. There being no comments, motion carried 2-0. Ray stated he abstains because the part time position involves his wife.

Michael made a motion to approve the Assistant Manager salary in the 2020 budget, second by Ray. There being no comments, motion carried 2-0. Mark stated he abstains because the Assistant Manager involves his wife.

Ray commented that there is no tax increase in the 2020 Budget.

**2. Authorize to Condemn Clear Sight Triangle Easement and Retain an Appraiser – Karen Trinchere (965 Raubsville Road)** – Jonathan stated that the Board needs to authorize the Township to hire an appraiser to condemn a sight triangle easement at 965 Raubsville Road. The appraisal needs to set a value on what the Township is condemning. Ray made a that motion, second by Michael. Bob Schmidt asked what this is for. Mark stated it is for the sight distance on the Melchor Tract. Jonathan stated it is just an easement. There being no further comment, motion carried 3-0.

**3. Find Jeffrey Strauss (Roth Farm) in Default of Developers Agreement and Make Claim on Letter of Credit** – Jonathan stated the Developers which was once called the Roth Farm Estates Major Subdivision is in default of paying the consultants professional services bills that the Township has received. Under the Development Agreement that is a default of the Agreement and allows a claim to be made on the financial security which is a Letter of Credit issued by American Bank. Jonathan recommended a motion seeking a vote to authorize the Township to make a claim on the American Bank Letter of Credit No. 1000976118 to reimburse the Township for Professional Services from outside consultants that have been received. Michael made that motion, second by Ray. There being no comments, motion carried 3-0.

**4. Marra Estate Back Taxes – Stipulation-Approve Settlement and Authorize Attorney Reiss to Sign on Township’s Behalf** – Jonathan stated that the Township approved Jonathan previously to notify the County that the Township would agree to settle back taxes that were owed to the Township from the 1990’s. The actual tax was in the amount of approximately \$83.00 less a commission that the County will charge. Jonathan is asking for authorization to sign the Settlement Agreement which was presented by the County Solicitor. Michael made that motion, second by Ray. Ray commented that it is actually costing the Township more then the agreement. Fred asked if this is for Larry Marra who has been deceased for a number of years. There being no further comments, motion carried 3-0.

**New Business:**

**1. Approval to Close the Books December 27, 2019** – Michael made a motion to close the books December 27, 2019, second by Ray. There being no comments, motion carried 3-0.

**2. Williams Township 2020-Real Estate Tax Millage Rates** - Resolution 2019-23 - Mark made a motion to approve Resolution 2019-23, second by Michael. There being no comments, motion carried 3-0.

**3. Well Permit Stream Setback Release - 820 Morvale Road - Resolution 2019-24** - Mark commented that a memorandum was received from Maser Consulting regarding the setback. Ray made a motion to approve Resolution 2019-24, second by Michael. There being no comments, motion carried 3-0.

#### **SUPERVISORS' REMARKS**

All three Supervisors wished everyone a Merry Christmas and a Happy New Year.

#### **AUDIENCE COMMENTS**

**1. Ron Hine** - Announced that the 3<sup>rd</sup> annual wreath placement will be at noon on Saturday December 14. He further stated 131 Veterans will receive wreaths. The event is rain or shine.

There being no further business, meeting was adjourned at 7:29 p.m.

Respectfully Submitted,

Melody A. Ernst, Asst. Manager/Secretary  
Williams Township Board of Supervisors