

**Williams Township Board of Supervisors
Reorganization Meeting
January 6, 2020**

The Reorganization 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, Secretary Melody Ernst.

Mark made a motion to appoint Jonathan as temporary Chairperson, second by Ray. There being no comments, motion carried 3-0.

Election of Officers - Jonathan asked for a motion for Chairman. Ray made a motion to nominate Mark Ernst as Chairman, second by Michael. There being no comments, motion carried 3-0. Jonathan then turned the meeting over to Chairman Ernst. Michael made a motion to appoint Ray for Vice-Chairman, second by Mark. There being no comments, motion carried 3-0. Ray made a motion to appoint Mikal Sabatine as Township Manager/Assistant Treasurer, second by Michael. There being no comments, motion carried 3-0. Ray made a motion to appoint Melody Ernst as Assistant Township Manager/Secretary/Treasurer, second by Michael. There being no comments, motion carried 2-0. Mark Abstained.

Professional Appointments: Solicitor - Grim, Biehn & Thatcher; Engineer Maser Consulting P.A. represented by Ronald B. Madison, P.E.; Zoning Officer - Keycodes Inspection Agency; Building Code Office, Keycodes Inspection Agency; Alternate Zoning Officer - Maser Consulting, P.A., represented by Ronald B. Madison, P.E.; Zoning Hearing Board Solicitor (fees only) - Joseph Zator, Esq.; Township Auditor - Riley and Company; Third Party Agency - Keycodes Inspection Agency; Landfill Inspectors - Joseph Black; Alternate Host Municipal Landfill Inspectors - Maser Consulting, P.A. represented by Ronald B. Madison, PE, Donald F. Bowman, PE, CHMM and Vincent J. Carbone; Sewage Enforcement Officer - Joseph Black; Alternate Sewage Enforcement Officer - Tom Knoll; LST Tax Collector - Keystone Collections Group; Delinquent Tax Collectors - Keystone Collections Group & Jenny Frindt; Earned Income Tax Collector - Keystone Collections Group; Labor Solicitor - Campbell Durrant, PC; Municipal Conservation Services - Natural Lands Trust; Resource Protection & Planning - Heritage Conservancy

Michael made a motion to approve the Professional Appointments, second by Ray. There being no comments motion carried 3-0.

Board Appointments:

Planning Commission – (Alan Kirby)

Planning Commission – (Michael Munch)

Appointment of Michael Munch and Alan Kirby to Planning Commission

Member – **Resolution 2020-7** - Michael made a motion to adopt Resolution 2020-7 to appoint Alan Kirby and Michael Munch as members of the Planning Commission, second by Ray. There being no comments, motion carried 3-0.

Recreation Board – (Judy Abert) and (Greg Washburn) – Michael made a motion to accept Judy Abert and Greg Washburn to the Recreation Board, second by Ray. There being no comments, motion carried 3-0.

Vacancy Board – (Terry Lee) – Ray made a motion to appoint Terry Lee to the Vacancy Board, second by Michael. There being no comments, motion carried.

Landfill Committee (Thomas Schuyler) – Michael made a motion to appoint Thomas Schuyler to the Landfill Committee, second by Ray. There being no comments, motion carried 2-1. Mark opposed

Zoning Hearing Board (Eric Jones)

Appointment of Eric Jones to Zoning Hearing Board – **Resolution 2020-9** – Ray made a motion to adopt Resolution 2020-9, second by Michael. There being no comments, motion carried 3-0. Michael asked Jonathan if someone holds a position on the Zoning Hearing Board can they also serve as a member on another Committee. Jonathan stated that is not allowed.

Land Preservation Board – (Richard Reppert) – Mark asked Polly Clark if she would be interested as a member instead of an alternate. Polly stated that she is happy to stay on the Board as an Alternate. Michael stated that the Resolution for the members on Land Preservation does not state that you need to be a resident in the Township or own property in the Township in order to serve on the Board. Feels that the Township ought to change the Resolution to state the member should reside in the Township. Michael made a motion to appoint Rick Reppert to the Land Preservation Board until such time as someone expresses interest in serving to fill the position, second by Ray. Mark feels the Resolution should be changed as well. Ray commented that the Recreation Ordinance be looked at too. There being no other comments motion carried 3-0.

Resolution 2020-1 – Mark asked for a motion. Michael made a motion to approve Resolution 2020-1 Establishing Holidays, Secretary/Treasurer/Manager Bond Limits, Mileage Reimbursement, Board of Supervisors Meeting Dates, Staff Appointments and Professional Fee Schedules, second by Ray. There being no comments, motion carried 3-0.

Township Depositories –Michael made a motion naming Embassy Bank, Lafayette Ambassador Bank, BB&T, and Pennsylvania Local Government Investment Trust (PLGIT)

as Township Depositories, second by Ray. There being no comments, motion carried 3-0.

PSATS Voting Delegate – Michael made a motion to appoint Mikal Sabatine as the PSATS voting delegate, second by Ray. There being no comments, motion carried 3-0.

Compensation of Mikal Sabatine, Township Manager – Resolution 2020-2 – Mark made a motion to approve Resolution 2020-2 for the Compensation of Township Manager, second by Ray. Michael commented that in an Executive Session it was talked about to combine two versions of their discussion into one. Jonathan commented that he believed that was done and everyone was okay with the version that was circulated. Mark commented that the Resolution stipulates what the Board expects and stated that it seems as if Michael wanted to be more specific. Mark further commented that Jonathan stated anything more, the Board can meet in an Executive Session to discuss. There being no further comments, motion carried 2-1. Ray opposed.

There being no further business, Mark closed the Re-Organizational Meeting.

REGULAR BUSINESS MEETING

Mark stated there were no Executive Sessions held.

Mark asked Ray and Michael if they had any corrections to the Minutes of December 11, 2019. There being none, Michael made a motion to approve said minutes, second by Ray. There being no comments, motion carried 3-0.

Melody presented the Expense Report of January 6, 2020 to the Board. The Treasurers Report for December was not available. Ray made a motion to approve the Expense Report and pay the bills, second by Michael. There being no comments, motion carried 3-0.

Manager's Report

Mikal gave a brief report.

Mikal stated that he has had no responses from the letters that were sent to local farmers with regard to the Agricultural Security Commission. It was asked what happens if no responses are received. Jonathan stated that you have not had the commission so you can continue having the Land Preservation Board to act in that matter. However, it is his recommendation that you continue to try and find people to serve.

Public Works Report

Mike commented that there was a fatal fire in Raubsville and the Fire Company was able to draw water from the water tank that was installed at the Public Works Building.

Ray had questions about the line painting on Old Well Road, Morvale Road and Diehl Road. He stated that he has been receiving complaints and asked if they could be scheduled. Mike stated the line painting was scheduled, however with the rain and the cold weather freeze it dropped the ground temperature below 50 degrees and the line painting could not be done. Mike stated that as soon as spring is here than those roads will be painted. Ray asked since the Township has a state contract for snow plowing, is there anyway we can work together for them to paint the Township roads? Mike stated that PennDot has an agility program that you have to be approved to get into. Mark asked if there is anything that can be placed temporarily until the lines are painted, so that there is caution around corner. When it gets foggy the visibility is limited. Mike stated that technically by regulations none of the Township Roads meet the specifications that they are required. George stated that he agrees with Ray. When traveling Morvale Road, sometimes is a guessing game.

Zoning Hearing Board – The report from December was received and accepted by the Board. Mark stated that there will not be a Zoning Hearing Board meeting on January 22, 2020.

Planning Commission Report – No Report

Land Preservation Board – Bob read the Report for December

Recreation Board – No Report

Landfill Committee – No Report

Engineer Report - Ron briefly reviewed his January 3, 2020 memorandum.

Ray asked Ron if the work on the Melchor Tract project is all caught up. Ron stated that all the resubmissions to PA DEP and the County Conservation were made in December. We are going to be submitting by the end of January to PennDOT whether we have the easement or not. Ray asked if the project will be able to start in the spring or summer. Ron stated that will depend on the different agencies.

Solicitor Report

1. Public Hearing – Wms. Twp. Comprehensive Zoning Ordinance 2020-1 -

Jonathan stated this has been worked on for several years and was reviewed previously at a public meeting and tabled. It was sent to the Lehigh Valley Planning Commission and the Township Planning Commission for review and comment. Comments were received, but the Board decided to move forward with the Ordinance as drafted. The Ordinance also includes the wireless facilities update that Cohen Law Group prepared as well as some provisions for the transient rental. It's been advertised in the Express Times and made available for review at the Express Times, Law Library and Township

Municipal Building. Mark opened the Public Hearing. There were no public comments. Ray made a motion to accept Ordinance 2020-1, second by Michael. Motion carried 3-0. Mark closed the meeting.

Old Business

1. Identity Theft – Resolution 2020-3 – Jonathan stated this re-adopts the current policy. Michael made a motion to approve Resolution 2020-3, second by Ray. There being no comments, motion carried 3-0.

New Business

1. Appoint Deputy Tax Collector – Resolution 2020-4 – Michael made a motion to approve Resolution 2020-4, second by Ray. There being no comments, motion carried 3-0.

2. Approval of 2020 Fee Schedule – Resolution 2020-5 – Ray made a motion to approve Resolution 2020-5, second by Michael. There being no comments, motion carried 3-0.

3. Approval of 2020 Sewer Fee Schedule – Resolution 2020-6 – Michael made a motion to approve Resolution 2020-6, second by Ray. There being no comments, motion carried 3-0.

4. Appointment of Michael Munch and Alan Kirby to Planning Commission Member – Resolution 2020-7 – This matter was addressed during the Re-Organizational meeting.

5. Resolution Adopting Wireless Communications Facilities Design Manual – Resolution 2020-8 – Jonathan stated this was prepared by Cohen Law Group as well when they prepared the Wireless Facilities update to bring the Zoning Ordinance into compliance with State and Federal law. He further stated by adopting the Resolution the Township will have set forth the aesthetics criteria for design of wireless facilities in the Township so the providers know what type of aesthetics you would want to see. Michael made a motion to approve Resolution 2020-8, second by Ray. There being no further comments, motion carried 3-0.

6. Appointment of Eric Jones to Zoning Hearing Board – Resolution 2020-9 – This matter was address during the Re-organizational meeting.

Supervisors Remarks

Ray wished everyone a Happy, Healthy New Year. Michael thanked all the residents for coming out to the meetings. He thanked the volunteers and various committees and the administration for a good year. He was happy to see that the security is in place at the Municipal Building. Thanked Mark for handling the Union Negotiations. He also wished everyone a Happy New Year.

Audience Comments

1. **Polly Clark** - Thanked Melody for referring her to PennDot because of trash that was dumped near her home. She also wants to thank Bob Freeman. Mark added that Representative Freeman has been a huge asset to the township. It was asked that a letter be sent to Representative Freeman thanking him.
2. **Linda Heindel** - Wanted to also say thank you regarding the trash along the road. She also wanted to give an update on the Pipeline.
3. **Bob Schmidt** - Asked about the logging on the Regan property on Saylor's Lane and who from the Township is making sure that he is following the Forestry Management Plan?
4. **George Washburn** - Commented there was an article in the paper this week about New York and their connections to the water to the Lehigh River. He further stated that perhaps this is something that the Township would like to look into.

Bob Schmidt stated the Army Core of Engineers is doing a study and they are having a meeting this Thursday in White Haven. Bob further stated that New York State has to release a certain amount of water if the salt backs up to close to Philadelphia's Water Treatment Plant. They want to instead of releasing water out of their reservoirs in New York to have water relation rights for the Francis Water Dam down the Lehigh to keep the salt levels maintained at that location. The Board asked Ron to look into it.

There being no further business, meeting was adjourned at 7:50 p.m.

Respectfully Submitted,

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