

**WILLIAMS TOWNSHIP BOARD OF SUPERVISORS**  
**Regular Meeting**  
**April 10, 2024**

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 George Washburn. Others present were Vice Chairperson Raymond Abert, Supervisor Michael Bryant, Township Solicitor Jonathan J. Reiss, Township Manager Melody Ernst, Township Engineer Ronald Madison, Zoning Officer Suzanne Borzak, Public Works Director Michael Strawn, and Township Secretary Hannah Warner.

George stated that an Executive Session was held on April 10, 2024 for Legal Matters.

George asked if there were any corrections to the Minutes of March 13, 2024. 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 April 10, 2024 to the Board. Michael made a motion to approve the Expense Report, March Treasurers Report and to pay the bills, second by Ray. There being no comments, motion carried 3-0.

**Manager's Report** – Melody submitted her report dated April 10, 2024 to the Board for review.

**1. Approval of Contribution Request from LINCS** – Michael made a motion to approve LINCS contribution in the amount of \$5,000.00, second by Ray. Motion carried 2-0. George abstained. George signed a conflict-of-interest paper that is made apart of the minutes.

Melody stated she received an email from Heritage Conservancy regarding a “Preserved Land” sign for the Oleska property. Heritage is willing to pay half of the sign. Melody asked the Board for a consensus that moving forward the sign format would be the same as pervious signs for preserved properties by the Township and Heritage Conservancy with the commitment to paying half. The consensus of the Board is to move forward with “Preserved Land” sign for the Oleska Property.

Melody received a letter from Tax Collector, Jenny Frindt asking for an increase of \$1.00 per each bill collected. This request must be submitted to the Board prior to November of the prior year when an election will be held. If the increase is approved, it would start with the tax year 2026.

**Public Works** – Mike submitted his report dated March 13, 2024 to April 10, 2024 to the Board for review. Mike briefly updated the Board on the addition.

**1. Award 2024 Road Projects** – Mike stated that Asphalt Maintenance Solutions (AMS) was the only bidder for the project. The bid for seal cost is in the amount of \$108,646.56 and the FB Modified in the amount of \$231,644.01 for a total project cost of \$340,290.57. Ray made a

motion to award the 2024 Road Project to Asphalt Maintenance Solutions in the amount of \$340,290.57, second by Michael. There being no comments, motion carried 3-0.

**Zoning Office Report** - None

There will not be a Zoning Hearing Board meeting on Wednesday, April 24, 2024.

**Planning Commission** - The March 20, 2024, report was received by the Board for Review.

**Land Preservation Board** - The March 26, 2024, report was received by the Board for Review.

**1. Approval to Authorize Closing on 130 Steely Hill Rd Conservation Easement - Resolution 2024-11** - Michael made a motion to approve Resolution 2024-11, second by Ray. There being no comments, motion carried 3-0.

**Recreation Board** - The report of May 1, 2024 was received by the Board for Review.

**1. Approval of Summer Recreation Director and Counselors** - Judy stated that the Recreation board is recommending the following individuals, Darlene Viscomi, Director, Alyssa Errico, Assistant Director, Harrison Bailey III, Every Errico, Madeline Werkeiser, Brian Samayoa, Luca Wilson, and Madison King, Counselors. Ray made a motion to hire Summer Recreation Director and Counselors, second by Michael. There being no comments, motion carried 3-0.

**2. Approval of Summer Recreation Director/Counselor Hourly Wages** - Judy stated that the recommendation of the Recreation Board is to keep the wages the same as 2023. Ray made a motion to approve the Summer Recreation Director/Counselor Hourly Wages in the same amount as 2023, second by Michael. There being no comments, motion carried 3-0.

**3. 55-Foot Bases for Field A** - WTAA is purchasing the bases and will be installing them with the Boards approval. Michael made a motion to approve WTAA purchasing the bases and installing them on the 55-foot bases for Field A, second by Ray. There being no comments, motion carried 3-0.

**4. Decision for Charging Outside Organizations** - Judy stated that the Recreation Board is recommending that any organization outside of WTAA be charged \$50.00 per team for field use and \$100.00 per team if they use the lights. Ray clarified that the charge would not apply to the Wilson Area Soccer Association and Wilson Area School District which includes children from Williams Township. George made a motion to approve the recommendations of the Recreation Board, second by Michael. There being no comments, motion carried 3-0.

**5. Recommendation to Name Recreation Building after Paul Hagenbuch, Founder Wms Athletic Association** - Judy stated it was discussed at the Recreation Board meeting to recommend dedication of the field house to Paul Hagenbuch, the founder of the WTAA. A plaque would be purchased and paid for by WTAA. Ray made a motion to name the Recreation Building after Paul Hagenbach, second by Michael. There being no comments, motion carried 3-0.

**Engineers Report** - Ron briefly reviewed his April 5, 2024 memorandum.

**Solicitor Report** - None

## Old Business

- 1. Morgan Hill Golf Course Amusement Tax Agreement Approval** – Jonathan stated this should be struck from the agenda. The agreement from when the Golf Course was built has been located and provided to the Township. Jonathan recommends an audit should be performed to ensure that the golf course is paying the appropriate amount of tax.
- 2. Ordinance 2024-1 – Authorization for GBT to make a change to the Ordinance and send to PC/LVPC for review. Authorize for advertisement once review period has expired.** Jonathan stated when the Ordinance was prepared by his office, there was a typographical error. This is to fix the error and have it resubmitted to the Planning Commission for review and comment. Once the Planning Commissions have reviewed, then it would be advertised. Grim, Biehn & Thatcher will not charge for the time expended on the revised Ordinance and will reimburse the Township for the advertisement. Michael made a motion to approve the change to the Ordinance and to authorize advertisement, second by Ray. There being no comments, motion carried 3-0.

## New Business

- 1. Approval for 2023 Audit** – Michael made motion to approve 2023 Audit, second by Ray. There being no comments, motion carried 3-0.
- 2. Resignation Approval of Anthony Altimare, Zoning Officer** – Michael made a motion to approve the resignation of Anthony, second by Ray. There being no comments, motion carried 3-0.
- 3. Approve Appointment of Keycodes Inspection Agency as Zoning Officer** – Michael made a motion to approve Keycodes Inspection Agency as Zoning Officer, second by Ray. There being no comments, motion carried 3-0.
- 4. Approval of Road Sight Distance Waiver Request for 440 Kichline Road** – The driveway that is proposed on Kichline Road does not have enough sight distance coming north down the hill. The Duka's are requesting a waiver from the sight distance requirement to the north that is created by the 55MPH default speed on Kichline Road. Ray made a motion to approve the waiver as long as the homeowners sign a Hold Harmless Agreement, second by Michael. Doug Seipt 1445 Raubsville Road - stated this a Township Road so why does it fall under PennDOT's sight regulations. There being no further comments, motion carried 3-0.

**Supervisors' Comments** – None

**Audience Comments** – None

There being no further business, the meeting was adjourned at 8:39 p.m.

Respectfully Submitted,

Hannah Warner, Twp. Secretary/Assistant Treasurer  
Williams Township Board of Supervisors