

WILLIAMS TOWNSHIP BOARD OF SUPERVISORS
Regular Meeting
September 11, 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 Vice-Chairperson Raymond Abert. Others present were Supervisor Michael Bryant, Township Solicitor Colby S. Grim, Township Manager Melody Ernst, Township Engineer Ronald Madison, Zoning Officer Suzanne Borzak, Public Works Director Michael Strawn and Township Secretary Hannah Warner. Chairperson George Washburn was absent from the meeting.

Ray stated before the meeting we will take a moment of silence for 9/11. The Pledge of Allegiance was then recited.

Ray asked if there were any corrections to the minutes of August 14, 2024. Michael made a motion to approve said minutes, second by Ray. There being no comments, motion carried 2-0.

Melody presented the Expense Report of September 11, 2024 to the Board. Michael made a motion to approve the Expense Report, August Treasurers Report and to pay the bills, second by Ray. There being no comments, motion carried 2-0.

Manager's Report – Melody submitted her report dated September 11, 2024 to the Board for review.

Melody stated the Fire Company is holding a Touch a Truck event and are looking for two Public Works employees to attend the event. After a brief discussion, the consensus of the Board is to have two employees, and two trucks attend the event on October 19, 2024.

1. Approval of Contribution Request from Meals on Wheels – Melody stated that a request was received from Meals on Wheels asking for a contribution from the Township in the amount of \$5,000.00. After a brief discussion, Michael made a motion to approve \$4,000.00 as a contribution, second by Ray. There being no comments, motion carried 2-0.

Public Works – Mike submitted his report dated August 14, 2024 to September 11, 2024 to the Board for review.

Mike stated Morvale Road was paved last week and completed. The yellow lines were scheduled to be painted Friday, September 6, but was cancelled by the company and has not yet been rescheduled.

Zoning Office Report – Suzanne submitted her report for August to the Board for Review. There will not be a Zoning Hearing Board meeting on Wednesday, September 25, 2024.

Planning Commission – The August 21, 2024, report was received by the Board for Review.

1. Recommendation for Approval of the Land Development Plan – 140 Cedarville Road – Resolution 2024-16 - Ray asked if the Recreation and Emergency Services Fees were in the Resolution. Colby mentioned that the fees in question are mentioned on page 3 of the Resolution. Michael made a motion to approve Resolution 2024-16, second by Ray. There being no comments, motion carried 2-0.

Michael Bryant asked when construction would be starting on 140 Cedarville Road. Attorney Nate Fox stated they have a few punch list items to complete, but hoping to start construction in about a month.

Land Preservation Board – The August 27, 2024 report was received by the Board for Review.

Recreation Board – The report of September 4, 2024 was received by the Board for Review. Judy stated Fest-O-Fall will be held September 28th 2024 with a rain date of September 29th 2024.

1. Field Use Request for Eastern Lehigh Valley Softball – Megan Hanebury asked to use the field for softball games and practices. It was stated that the correct insurance was submitted. Michael made a motion to approve Eastern Lehigh Valley Softball to use the softball field at Municipal Park, and to waive the fee for the lights, second by Ray. There being no comments, motion carried 2-0.

Engineers Report – Ron briefly reviewed his September 9, 2024 memorandum. Chrin is beginning Phase II expansion work on Industrial Drive on the eastern end.

1. 860 Texas Road Grading Plan Stormwater Waivers – Michael made a motion to approve the Stormwater Waivers, second by Ray. There being no comments, motion carried 2-0.

Solicitor Report - The report was provided to the Board for Review.

Old Business

1. Generator Update – Mike stated he is waiting to hear back from Co-stars on quotes.

New Business

1. Zoning Ordinance Amendment – Permits - Authorization to Advertise – Ordinance 2024- Attorney Grim stated this Ordinance is to prevent zoning permits from being issued to applicants with properties that have outstanding violation notices against them. Ray made a motion to approve the Zoning Ordinance Amendment, second by Michael. There being no comments, motion carried 2-0.

2. Approval to Authorize Emergency Operations Plan – Resolution 2024-17 – Melody stated that the Township is mandated to prepare an Emergency Operations Plan. Michael made a motion to approve the Emergency Operations Plan, second by Ray. There being no comments, motion carried 2-0.

3. Public Hearing – House Number Ordinance Amendment – Ordinance 2024-6 - The Public Hearing was called to order by Vice Chairperson Ray Abert. Attorney Grim gave an overview of the changes. Roth Healy commented about the house number ordinance. Ray stated this is

for your safety and protection. Being no further comments, the hearing was closed. A motion was made by Michael to adopt Ordinance 2024-6, second by Ray. There being no comments, motion carried 2-0.

4. Approval to Authorize the Solicitor to Draft an Amendment to MDR-Medium Density Residential Zoning district as well as certain definitions - Attorney Grim stated that the Board recently amended the Zoning Ordinance as it relates to in-law suites. However, the MDR district still allows two-family detached dwellings and apartments. He would like to suggest amendments to this district. A motion was made by Michael to Authorize the Solicitor to prepare Amendments to the MDR District and certain definitions of the zoning ordinance, second by Ray. There being no comments, motion carried 2-0.

5. Approval of Resignation for Dawn Kaniper, Zoning Hearing Board Member – Michael made a motion to approve the resignation of Dawn Kaniper, second by Ray. There being no comments, motion carried 2-0.

6. Approval of 2025 Minimum Municipal Obligation (MMO) – Melody advised the Board of the Townships responsibility for the 2025 Minimum Municipal Obligation for the Pension Plan.

Supervisors' Comments

Michael stated Fest-O-Fall will be held on September 28, 2024 and that volunteers are needed.

Audience Comments

1. Benjumea Martha Villegas – 25 Emily Court – Ms. Villegas expressed her gratitude for her Certificate of Occupancy being completed and for the help the Zoning Officer provided.
2. Roth Healy – 100 Tumble Creek Road – Mr. Healy briefly expressed his concern with the voters' drop box that was discussed at the August meeting.

There being no further business, the meeting was adjourned at 7:49p.m.

Respectfully Submitted,

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