

Williams Township Land Preservation Board (LPB)

Minutes December 23, 2025

Williams Township Community Building

655 Cider Press Rd., Easton, PA 18042

Present: Ken Kodama, Tom Heilman, Lorraine Mineo, Michael Cortright, and Lori Cox; Board of Supervisor (BOS) Ray Abert; and township residents

An executive session was held at 6:45 PM.

The meeting was called to order by Chairperson Ken Kodama at 7:00 PM. He called for the Pledge of Allegiance, then a review of the November 25, 2025 minutes. Mineo made a motion to approve the minutes, seconded by Heilman. The motion was approved 5-0.

Updates on Preservation Projects:

- 2022-2 (south parcel): Kodama reported that the closing for this project is scheduled for the end of January 2026, but we are still waiting on the final right-of-way title search documents from Met-Ed.
- 2023-4 (north parcel): Kodama reported that the closing for this project was on December 1, 2025. The next step will be to ask the land owners if they would like preservation signage, and the board discussed waiting until 2022-2 closes since both projects have the same owners.
- 2023-3: Kodama reported that the closing for this project occurred on December 18, 2025. The next step will be to ask the land owners if they would like preservation signage.
- 2025-1: Kodama reported that he did not receive any updates on this donation project. Abert shared that the property owner signed paperwork with the Township Manager and that the Board of Supervisors gave the Township Manager permission for the next step.
- 2025-2: Kodama reported that this project is still expected to be delayed until spring 2026. Matt Babbitt of Heritage Conservancy will outreach the landowner in March 2026.
- 2025-3: Kodama reported that the request for an appraisal will not be on the Board of Supervisor's agenda until their January 2026 meeting. Cox asked for clarification on whether a title search needs to be completed before the appraisal, since the Land Preservation Procedures were updated in 2024 and note that the title search occurs after the site visit but before the appraisal. Kodama said that at the end of the site visit, Babbitt of Heritage Conservancy had said that the appraisal was the next step. Kodama will clarify this with the Township Manager.

Old Business:

- Mineo is still waiting to hear back from the land owners about signage. She will also be reaching out to the landowners for the recently completed project, 2023-3.

New Business:

- LPB discussed the Williams Township Open Space Criteria Evaluation. Kodama is still working on the edits discussed at the last LPB meeting, including adjusting points, revising language for clarity, and adding back a category in which a property can earn points.

Treasurer's Report: Mineo shared that the November 2025 financial data was not yet available from the township. However, she was given the November 30, 2025 account balances: checking account \$17,856.39 and savings account \$1,496,376.21, total \$1,514,232.60. She also shared that the balance will decrease since projects recently closed.

Announcements:

- None.

Comments from audience:

- Abert shared that township residents should have received, or will be receiving, mail from Keystone regarding the Earned Income Tax increase, which will be used to fund land preservation in Williams Township.
- A resident had questions about whom to speak with regarding taxes. He wanted to know what his new taxes would be after preservation. After discussion, he felt that he had the information he needed for now.

The meeting was adjourned at 7:50 PM, following a motion by Cortright, seconded by Cox. The motion was approved 5-0.

Next meeting January 27, 2026 @ 7:00 PM, Williams Township Community Building.

Submitted,

Lori Cox, Secretary