

**Minutes**  
**Williams Township Board of Supervisors Meeting**  
**Municipal Building, One Orange Street, Williamstown, PA**  
**Monday, August 7, 2023 (7 P.M.)**

The Board of Supervisors met in regular session with the following present: Chairman Supervisor, Ronald Paul; Vice Chairman Supervisor, Thomas Shuttlesworth; Supervisor, Jack C. Schaeffer, Jr.; Solicitor, Joe Kerwin, Esquire; Secretary/Treasurer, Beth Ann Shuttlesworth; and Larry Hoke. The Minutes from July's Board Meeting and Treasurer's Report for July 2023 were approved.

**Resident/Property Owner Concerns:**

- Discussed the status of eight (8) letters sent to property owners notifying them of being in violation of the Williams Township's Property Nuisances Ordinance; specifically, with failure to maintain the grass/vegetation at a height not to exceed eight inches and the collection of various junk/debris on their property. Some owners have contacted us and are working to comply with the Ordinance. However, some have not made any contact or addressed the nuisance. Therefore, the Township will proceed to seek cost estimates to address those still in violation and will inform the owners of the cost which they will incur and receive an invoice if they do not take immediate action to comply with the Ordinance. They will have 30 days to pay any invoices.

**Unfinished Business:**

- We expect the Township's new F350 Truck to be ready for possession during August. Ron Paul will contact Gene Latta Ford and the Municipal Body Works for an update.
- The Local Share Municipal Grant application was submitted (hand-delivered) on August 4, 2023; the process will take a few months.
- We will continue to monitor the status of two streetlights that PPL needs to repair on Lenker Drive.

**New Business:**

- A motion was made by Tom Shuttlesworth, seconded by Jack Schaeffer, to proceed with having Hanover Engineering perform the "Ray Street at East Broad Street Intersection Study." Jack Schaeffer will contact Hanover Engineering to proceed with the study.
- A motion was made by Jack Schaeffer, seconded by Tom Shuttlesworth, to accept Keystone Collections Group's proposal to partner with the Township in the role of current and delinquent local services tax collector. We will disengage with our current collector, H.A. Berkheimer & Associates.
- A motion was made by Ron Paul, seconded by Tom Shuttlesworth, to grant a variance of Section 5.01.A of the Williams Township Floodplain Management Ordinance to allow placement of fill and construction of a single-family dwelling consistent with the plans submitted by the applicant of parcel # 72-007-037.
- A motion was made by Ron Paul, seconded by Jack Schaeffer, to pursue installation of "Speed Limit 25" signs on North Street. Solicitor, Joe Kerwin, will draft an Ordinance to reflect this reduction of speed limit within the Township, which may include other streets.

Being no further business to discuss, a motion was made by Ron Paul, seconded by Tom Shuttlesworth, to adjourn the meeting at approximately 7:40 PM.