

MINUTES
Board of Supervisors of Williams Township
Monday, May 5, 2025 @ 7:00 P.M.

The Board of Supervisors met for their regular monthly meeting. Board members: Chairman, Jack C. Schaeffer, Jr.; Vice-Chairman, Thomas A. Shuttlesworth; and James A. Shuttlesworth; Solicitor, Joseph Kerwin; Township Secretary/Treasurer: Beth Ann Shuttlesworth; residents: Caleb Machamer, Shelby Brasher, Joe Walker and Sandra Witmer.

- Minutes from April's Board Meeting & Treasurer's Report for April were approved.

RESIDENT/PROPERTY OWNER CONCERNS:

- The Board reviewed concern about "Oak Alley" and vehicles blocking access to the alley. We need to determine ownership of the alley in order to discuss courses of action.
- The Board reviewed concern of the condition of the "alley" behind property ID: 72-006-030; site address: 589 E. Market Street. Legal review revealed no significant identification that the "alley" is Township property; therefore, the Solicitor advised the Township to not provide any further maintenance.

CORRESPONDENCE:

- Discussed e-mail from Adam Koppenhaver, Emergency Management Coordinator, regarding office needs, etc. Mr. Kerwin will follow up with Borough Council to discuss options.

UNFINISHED BUSINESS:

- South Street Pipe/Paving Project: Boxes/pipes arrived; Drum Excavating will start work soon.
- Property boundary issues with the PA Game Commission. Jack Schaeffer will follow up with the Game Commission for the results of their study.
- Information on Zoning Ordinance – Meeting with Tri County Specialist to be scheduled.
- National Flood Insurance (NFIP) Audit meeting: Board met w/PEMA on January 24, 2025; follow-up meeting held on March 7th; and 2nd follow-up meeting to be held May 12, 2025. The property under review contacted an Engineering firm to conduct a site survey. Jim Shuttlesworth will meet with the property owner to check the status of the survey prior to our next meeting.
- Paving Projects for 2025: Worksheet completed; awaiting notification of Gaming Grant.
- Preliminary search for a new backhoe; on-going.
- Engineer Study of Hemlock Street - parking restrictions from North St. to Division Street. Jack Schaeffer met with Hanover Engineering representative on April 16th to discuss the Study.
- Landscaping project near the new garage; tabled until Fall 2025

NEW BUSINESS:

- Reviewed estimate for asphalt paving at the Township's new garage: Tom Shuttlesworth made a motion to accept estimate from Miller Paving in the amount of \$7,300.00; seconded by Jim Shuttlesworth.
- Tree Trimming Service to clear roads for potential paving project: Jim Shuttlesworth made a motion to accept an estimate from Wood Wise Tree Service, LLC, in the amount of \$4,200.00; Tom Shuttlesworth seconded the motion.
- Discussion of property at 9602 SR 209, Williamstown: The Board was advised to seek sources to provide an estimate for clean-up services.
- The Board received interest in a "Stream Restoration Project" of the Wiconisco Creek area from Water Street bridge to Orange Street bridge. Jack Schaeffer will meet with interested organizations.

Having no further business to discuss, a motion was made by Jack Schaeffer, seconded by Tom Shuttlesworth, to adjourn the meeting at approximately 7:45 P.M.