

**MINUTES**  
**Board of Supervisors of Williams Township**  
**Monday, June 2, 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: Kay Schoffstall; Alice Lauver; Caleb and Shelby Machamer.

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

**RESIDENT/PROPERTY OWNER CONCERNS:**

- Concern about status of "alley" behind parcel ID# 72-006-030. After legal review, there is no indication that this area is Township property; therefore, the Township is not required to provide maintenance.
- Concern of overgrowth of weeds/vegetation, at neighbor's property on North St. The Township will contact the owner notifying them of violation of property and motor vehicle nuisance ordinance. Areas of overgrowth near the road/culvert will be cut down by the Township.

**UNFINISHED BUSINESS:**

- South Street Pipe Project: Awaiting Drum Excavating to commence work.
- Property boundary issues with the PA Game Commission.
- Information on Zoning Ordinance – a meeting with Tri County Specialist will be scheduled.
- National Flood Insurance (NFIP) Audit meeting: Board met w/PEMA on January 24, 2025; follow-up meeting held on March 7<sup>th</sup>; and second follow-up meeting was held May 12, 2025. Awaiting results from the Engineer Survey to provide to PEMA officials.
- Paving Projects for 2025: Bid Notice was published two times in *The Citizen Standard*; sealed bids will be opened at the Board meeting on July 7, 2025.
- Hanover Engineer Study of Hemlock & Carl Street - parking restrictions: Received study and recommendations; need to request additional study of Zimmerman Street.
- Landscaping project near the new garage; tabled until Fall 2025.
- We received an estimate for clean-up services of property at 9602 SR 209, Williamstown. Jack Schaeffer made a motion to accept the estimate from Black Creek Lawn Care, LLC, seconded by Tom Shuttlesworth. We will place a Lien on the property for costs incurred.

**NEW BUSINESS:**

- The Housing Authority of the County of Dauphin provided us with a copy of the "Deed of Dedication" for Laurel Hill Project, dated 1985: Our Solicitor advised us to contact the Housing Authority to clarify that the Township does not have any responsibility to maintain the roads in that vicinity.
- The Township will proceed to provide lawn maintenance of property at 1101 East Market Street and place a Lien on the property owners for costs incurred.
- The Township will receive an estimate of costs to replace stormwater piping and paving on North Street for next year's grant application.
- The Board approved purchasing an air compressor for the new garage.
- Reviewed the estimate for masonry repairs to the old garage; Jack Schaeffer made a motion to accept an estimate of \$6,500 from Steve Yulum Masonry; seconded by Jim Shuttlesworth.
- The Board approved the request from Liberty Hose Company #1 to temporarily close North Street from Market Street and Broad Street to Division Street for the Fire Fest Parade.
- Discussed request for Handicapped parking sign at 626 Julian Street. Our Solicitor advised us that due to the limited amount of adequate parking, it is not our policy to install such signage.
- The Board approved purchase of equipment and service repairs for the Backhoe.

Having no further business to discuss, a motion was made by Jack Schaeffer, seconded by Jim Shuttlesworth, to adjourn the meeting at approximately 8:05 P.M.