

**MINUTES**  
**Board of Supervisors of Williams Township**  
**Monday, July 7, 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, Esq.; Secretary/Treasurer: Beth Ann Shuttlesworth; resident, Caleb Machamer.

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

**RESIDENT/PROPERTY OWNER CONCERNS:**

- Caleb Machamer informed us that the Williamstown Bicentennial Committee will be holding a "kick-off" event on August 23, 2025, at the Borough's Multi-Sports Complex.

**Correspondence:**

- Jack Schaeffer made a motion to adopt the official 2025 Dauphin County Hazard Mitigation Plan, seconded by Tom Shuttlesworth.

**FINISHED BUSINESS:**

- Invoices from Black Creek Lawn Care, LLC, and Donmoyer's Waste for services at 9603 SR 209, Williamstown, paid by the Township, will be sent to our Solicitor for further processing.
- The Township will send a copy of the Board's Meeting Minutes from June 2, 2025, with a Memorandum of Understanding to the Housing Authority of the County of Dauphin, confirming that the Housing Authority is responsible for maintaining streets at Laurel Hill.
- South Street Pipe Project: Drum Excavating, Inc., completed replacement of ten pipes.
- Sealed bids for 2025 Paving Project: Two (2) bids were received. New Enterprise Stone & Lime Co, Inc. was the lowest bid at \$118,504.00. Jack Schaeffer made a motion to accept the bid from New Enterprise Stone & Lime Co., Inc; Jim Shuttlesworth seconded the motion.
- Steve Yuslum's Masonry & Construction completed masonry work at the old concrete garage.
- Reviewed quote from Lentz Electric of \$2,500 for a 240-volt outlet at the new garage for the air compressor: Jim Shuttlesworth made a motion to accept this quote; seconded by Jack Schaeffer.
- Request to split the purchase of "rubber" mulch at the Williamstown Park with the Williamstown Borough: Tom Shuttlesworth made a motion to accept the request of \$1,050.00; Jim Shuttlesworth seconded the motion.
- Repairs/upgrades to the Township's backhoe are being addressed.

**UNFINISHED BUSINESS:**

- Property at 1101 East Market Street: Township Road crew provided lawn services to clear property; costs for services will be placed as a Municipal lien on the property. Jack Schaeffer will contact the bank's Property Maintenance office before any further lawn services.
- Update on property boundary issues with the PA Game Commission: Jack spoke to Dauphin County Land Manager for an update on status. The issue is with the Surveyor's office.
- Information on Zoning: Jim Shuttlesworth will meet with Jerry Duke on July 15, 2025.
- 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 to be held May 12, 2025. Awaiting results from the Engineer Survey to provide to PEMA officials.
- Hanover Engineer Study of Hemlock, Carl & Zimmerman Streets - parking restrictions: The Township will schedule a meeting with the Superintendent of Williams Valley School District to discuss the results of the Study, which will affect parking near the Williams Valley Stadium.
- Purchasing a trailer for transporting new equipment is tabled.

**NEW BUSINESS:**

- Gaming Grant application opened on July 1, 2025.

Having no further business to discuss, motion made by Jim Shuttlesworth, seconded by Jack Schaeffer, to adjourn the meeting at approximately 8:00 P.M.