

MINUTES
Board of Supervisors of Williams Township
Monday, September 8, 2025 @ 7:00 P.M.

The Board of Supervisors met for their regular monthly meeting. Board members: Chairman, Jack C. Schaeffer, Jr., via video teleconference; Vice-Chairman, Thomas A. Shuttlesworth; and James A. Shuttlesworth; Solicitor: Joseph Kerwin, Esq.; Secretary/Treasurer: Beth Ann Shuttlesworth; resident, Alice Lauver.

- **Minutes from August 4, 2025, Meeting & Treasurer's Report for August were approved.**

RESIDENT/PROPERTY OWNER CONCERNS:

- Resident asked if the Township had extra road material/millings that could be used to fill potholes in alleged alley behind her property. Resident also showed a picture of a dead rat on her porch; concern of garbage across the street. We will check into her concerns.

FINISHED BUSINESS:

- The Township called the Deputy Executive Director, Housing Authority of the County of Dauphin to confirm receipt of the executed Memorandum of Understanding (MOU) that the Housing Authority is responsible for maintaining streets at Laurel Hill Project. The Deputy Executive Director indicated that the MOU is with their attorneys for review.
- Submitted our application for FY2025 Dauphin County Local Share Gaming Grant in the amount of \$75,800 on September 2, 2025.
- Jack Schaeffer made a motion to apply for the PY2026 Community Development Block Grant (CDBG) for materials needed for future pipe replacement projects on North Street and Fairview Street; motion seconded by Tom Shuttlesworth.
- Signed municipal letter of support for the Dauphin County Comprehensive Plan Grant Applications to Facilitate Plan Completion.
- The Township completed installation of "No Parking" signs, as result of parking restriction study conducted by Hanover Engineering Associates, at the Williams Valley Stadium. Therefore, "road closed" barriers will no longer be utilized.

UNFINISHED BUSINESS:

- New Enterprise Stone & Lime Co., Inc., is scheduled to commence paving project of Armory Road, Umholtz St., South St., and Orange St., on or about September 29, 2025. We are meeting with the project manager next week to discuss final details. Letters of "notice of paving" will be sent to respective property owners.
- The PA Game Commission Surveyors contacted the Field & Cover employees at the Game Commission office in the Township, signifying the boundary issue is being addressed.
- National Flood Insurance Program (NFIP) Audit meeting: Board met w/PEMA officials on January 24, 2025; a follow-up meeting was held on March 7th; and second follow-up meeting was held on May 12, 2025. Awaiting results of Engineer Survey to provide to PEMA officials.
- Awaiting the formal Dauphin County Local Share Grant Agreement in the awarded amount of \$75,000.00 for 2025 paving projects.
- We received three quotes to repair the old block township garage building. Jim Shuttlesworth made a motion to accept the lowest quote of \$15,912.00, from Smucker Builders, LLC.; Tom Shuttlesworth seconded the motion.
- Electric Services for old block township garage building: Tom Shuttlesworth made a motion to accept the recommended quote from Lentz Electric, for the hybrid of MC cable & conduit; seconded by Jack Schaeffer.
- Additional guidance for unfilled ballot positions of Township Tax Collector and one Auditor.

NEW BUSINESS:

- Discussed having a diesel fuel tank installed at the new garage; Jim Shuttlesworth will contact Tevis Energy for further information.

Having no further business to discuss, motion made by Jack Schaeffer, seconded by Tom Shuttlesworth, to adjourn the meeting at approximately 7:55 P.M.