MINUTES
Board of Supervisors of Williams Township
Monday, October 5, 2026/7:00 PM

The Board of Supervisors convened for their monthly Meeting. Attendees: Jack Schaeffer, Chairman Supervisor; Thomas Shuttlesworth, Vice-Chairman Supervisor; James Shuttlesworth, Supervisor; Beth Ann Shuttlesworth, Secretary-Treasurer; and Solicitor, Joseph Kerwin.

Meeting Minutes for September 14, 2026, and Treasurer's Report for September – Approved.
Resident/Property Owner Concerns: None reported.
Correspondence:

- Discussed Sewage Enforcement Officer (SEO) Fee Schedules for 2027 from Brian S. McFeaters and JB Environmental Services, LLC.
- Letter from Williamstown Historical Society requesting donation for Phase #3 of their restoration. Jack Schaeffer recommended a donation of $2,500. Jim Shuttlesworth made a motion to approve; seconded by Tom Shuttlesworth.
- Request for donation to Williamstown Halloween Parade Committee. Jack Schaeffer made a motion to donate $200.00; seconded by Tom Shuttlesworth.

Finished Business:

- Township's 2026 Paving Project completed on 9/23/2026; invoice paid.
- Property at 509 East Market Street – Abandoned; violation of Property Nuisances Ordinance. Jack Schaeffer signed the Municipal Lien prepared by Solicitor Joe Kerwin.
- Property at 8734 Route 209 – Abandoned; in violation of Property Nuisances Ordinance. Jack Schaeffer signed the Municipal Lien prepared by Solicitor Joe Kerwin.
- "Agreement for Sale of Real Estate" prepared by Solicitor Joe Kerwin, RE: 602 West Market Street. Motion to approve purchase of said property by Jack Schaeffer; seconded by Jim Shuttlesworth.
- Williams Township, Dauphin County, Pennsylvania, Ordinance No. 10-401: Regulating Travel Trailers; Establishing Standards for Parking, Storage, and Temporary Occupancy and Prescribing Penalties for Violations. Jack Schaeffer made a motion to adopt said Ordinance; seconded by Tom Shuttlesworth.
- Community Development Block Grant (CDBG) Program 2027 Application submitted (9/17/2026).
- Mid Penn CD *1645 closed and funds transferred to the Township's General checking account.
- DCNR Parks & Recreation Grant: Township notified Larson Design Group of approval for Engineering/Architectural Services for Park Improvement. We will attend DCNR webinar on 11/5/2026 for further instructions.

Unfinished Business:

- Awaiting payment of Dauphin County Local Share Grant for the awarded amount of $75,800.
- NFIP Audit – Stoneroad Iron & Metal. PennCore Consulting provided results of H&H Report on March 13, 2026. Report indicates that it appears that this business is not in a flood plain zone. PennCore to submit Letter of Map Change (LOMC) to FEMA.

New Business:

- Discussed Grant Opportunities for 2027-2030.
- Discussed PLGIT Account: Transfer monies from General Checking Account.
- Williamstown Area EMS e-mail seeking one member from each municipality that they serve to serve on their Board of Directors. Jack Schaeffer will serve as primary; Jim Shuttlesworth as secondary.

Motion to adjourn the meeting at 7:35 PM, by Jim Shuttlesworth; seconded Tom Shuttlesworth.