

**WILLIAMS TOWNSHIP BOARD OF SUPERVISORS
REGULAR BUSINESS MEETING
February 11, 2026
7:00 P.M.**

ANNOUNCEMENT OF EXECUTIVE SESSIONS

APPROVAL OF MINUTES – JANUARY 5, 2026, JANUARY 15, 2026 & JANUARY 30, 2026

APPROVAL OF BILLS/TREASURERS REPORT DECEMBER AND JANUARY

MANAGER’S REPORT

DIRECTOR OF PUBLIC WORKS REPORT

1. Approval to Advertise for 2026 Road Projects
2. Approval of Quotes for Roof at 2300 Morgan Hill Road

ZONING OFFICE REPORT January 2026

There will be a Zoning Hearing Board Meeting on Wednesday, February 25, 2026

1. 180 Sunnyside Road - Special Exception
2. 100 Pine Valley Terrace - Special Exception

PLANNING COMMISSION REPORT – None

LAND PRESERVATION BOARD REPORT – January 27, 2026

RECREATION BOARD REPORT – January 7, 2026 and February 4, 2026

1. Approval for Wilson Youth Soccer to use Chinergy Field
2. Approval for Bethlehem Steal to use Township Fields
3. Approval for Diamond Club to use Township Fields

ENGINEER REPORT

1. Approval of 580 Cider Press Road – Stormwater Agreement
2. Oakleigh Knoll Major Subdivision Phase 1 – Security Reduction Request #6
3. Oakleigh Knoll Major Subdivision Phase 2 – Security Reduction Request #4

SOLICITOR REPORT

OLD BUSINESS:

1. Addendum to Agreement of Sale for Conservation Easement at 2145 Morgan Hill Road

NEW BUSINESS:

1. Authorization to Advertise Street Classification Map - **Ordinance 2026-01**

SUPERVISORS’ REMARKS

AUDIENCE COMMENTS

Please note that this meeting is being audio/video recorded and will be made available on the Township website.
Public questions and comments must be made during the meeting at the microphone.

WILLIAMS TOWNSHIP BOARD OF SUPERVISORS
Reorganization Meeting
January 5, 2026

The reorganization meeting of the Williams Township Board of Supervisors, 655 Cider Press Road, Easton, PA 18042 was held on the above date and called to order at 7:00 p.m. by Chairperson George Washburn. Others present were Vice Chairperson Raymond Abert, Supervisor Michael Bryant, Township Solicitor Colby Grim, Township Manager Melody Ernst, Township Engineer Ronald Madison, Zoning Officer Suzanne Borzak, Public Works Director Michael Strawn and Township Secretary Hannah Warner.

Election of Officers - George made a motion to appoint Colby as temporary Chairperson, second by Ray. There being no comment, motion carried 3-0. Ray made a motion to nominate George as Chairperson, second by Michael. There being no comments, motion carried 3-0. Colby turned the meeting over to Chairman George. Michael made a motion to nominate Ray as Vice Chairman, second by George. There being no comments, motion carried 3-0. Ray made a motion to appoint Melody as Manager/Assistant Treasurer, second by Michael. There being no comments, motion carried 3-0. Michael made a motion to appoint Hannah as the Township Secretary/Treasurer, second by Ray. There being no comments, motion carried 3-0.

Professional Appointments

Solicitor - Grim, Biehn & Thatcher

Engineer - Collier's Engineering & Design represented by Ronald B. Madison, P.E.

Zoning Officer - Suzanne Borzak

Building Code Office, Keycodes Inspection Agency

Alternate Zoning Officer - Collier's Engineering & Design, represented by Ronald B. Madison, P.E.

Zoning Hearing Board Solicitor (fees only) - Joseph Zator, Esq.; Township

Auditor - Riley and Company

Third Party Agency - Keycodes Inspection Agency

Landfill Inspectors - Joseph Black Alternate Host Municipal Landfill Inspector

Sewage Enforcement Officer - Joseph Black

Alternate Sewage Enforcement Officer - Ed Powell

LST Tax Collector - Keystone Collections Group

Delinquent Tax Collectors - Keystone Collections Group & Jenny Frindt

Earned Income Tax Collector - Keystone Collections Group

Labor Solicitor - Campbell Durrant, PC

Municipal Conservation Services - Natural Lands Trust

Resource Protection & Planning - Heritage Conservancy

Michael made the motion to approve the Professional Appointments, second by Ray. There being no comments, motion carried 3-0.

Board Appointments

Planning Commission – **Robert Zelle**
Land Preservation Board – **Kenneth Kodama**
Recreation Board – **Jack Keiter**
Appeals Board – **1 Vacant Seats**

Ray made a motion to approve the Board Appointments, second by Michael. There being no comments, motion carried 3-0.

Resolution 2026-1 – Ray made a motion to approve Resolution 2026-1, second by Michael. There being no comments, motion carried 3-0.

Township Depositories – Michael made a motion naming Embassy Bank, Fulton Bank and PLGIT as Township Depositories, second by Ray. There being no comments, motion carried 3-0.

PSATS Voting Delegate – Ray made a motion to appoint Melody Ernst as the PSATS voting delegate, second by Michael. There being no comments, motion carried 3-0.

Compensation of Melody Ernst, Township Manager – Resolution 2026-2 – Ray made a motion to approve Resolution 2026-2 for the Compensation of Township Manager, second by Michael. There being no comments, motion carried 3-0.

There being no further business, George closed the Re-Organization Meeting at 7:07pm.

REGULAR BUSINESS MEETING

Executive Session was held on January 5, 2026 for Personnel Matters.

George asked if there were any corrections to the Minutes of December 10, 2025 and December 18, 2025. Michael made a motion to approve said minutes, second by Ray. There being no comments, motion carried 3-0.

Melody presented the Expense Report of January 5, 2026 and the Treasurer's Report for November to the Board. Michael made a motion to approve the Reports, and to pay the bills, second by Ray. There being no comments, motion carried 3-0.

Manager's Report – Melody submitted her report dated January 5, 2026 to the Board for review.

Melody stated that the Shredding Event is scheduled for May 2, 2026 this year.

Public Works – Mike submitted his report dated December 10, 2025, to January 5, 2026 to the Board for review.

Mike reported that the radio antenna installation at the old shop has been completed. He also mentioned that the lights on the football field have all been replaced except for one which has a ground issue.

Zoning Office Report – Suzanne submitted her report for December to the Board for review. There will not be a Zoning Hearing Board meeting on Wednesday, January 28, 2026.

Planning Commission – None

Land Preservation Board – The December 23, 2025 report was received by the Board for review.

1. Recommendation of LPB to order Title Search/Appraisal for Project 2025-03 – Ray made a motion to approve the order of a Title Search/Appraisal for Project 2025-03, second by Michael. There being no comments, motion carried 3-0.

Recreation Board –None

Engineers Report – Ron submitted his January 5, 2026 memorandum to the Board for review.

Solicitor Report – The report was provided to the Board for review.

Old Business

1. Identity Theft – Resolution 2026-3 – Colby referenced the yearly Resolution with no new changes since last year. Michael made a motion to approve Identity Theft Resolution 2026-3, second by Ray. There being no comments, motion carried 3-0.

New Business

1. Appoint Deputy Tax Collector – Resolution 2026-4 - Michael made a motion to appoint Deputy Tax Collector Resolution 2026-4, second by Ray. There being no comments, motion carried 3-0.

2. Approval of 2026 Fee Schedule – Resolution 2026-5 – Michael made a motion to approve Resolution 2026-5, second by Ray. There being no comments, motion carried 3-0.

3. Approval of 2026 Sewer Fee Schedule – Resolution 2026-6 - Michael made a motion to approve Resolution 2025-6, second by Ray. There being no comments, motion carried 3-0.

4. Approval of On-Lot Sewage System Fee Schedule – Resolution 2026-7 - Ray made a motion to approve Resolution 2026-7, second by Michael. There being no comments, motion carried 3-0.

5. Approval of Longevity Pay Revision in Employee Handbook – Melody stated that the Longevity amounts changed and had to be updated in the Employee handbook. Ray made a motion to approve Longevity Pay Revision, second by Michael. There being no comments, motion carried 3-0.

6. Authorization to have Solicitor Draft a Street Classification Ordinance – Ron gave a brief explanation on the Street Classification Ordinance. Michael made a motion to have Solicitor Draft a Street Classification Ordinance, second by Ray. There being no comments, motion carried 3-0.

7. Approval of Recommendation for Administrative Bonuses – Melody recommended providing bonuses to the Administrative Staff in recognition of their hard work and behind-

the-scenes contributions. Michael made a motion to approve a \$1,000.00 bonus for each administrative staff, second by Ray. There being no comments, motion carried 3-0.

Colby stated that the Board would need to amend the agenda for the approval of resignation of Nurit Baron on Land Preservation Board. Michael made a motion to amend the agenda, second by Ray. There being no further comments, motion carried 3-0.

Approval of Resignation of Nurit Baron on Land Preservation Board – Michael made a motion to approve resignation of Nurit Baron on Land Preservation Board, second by Ray. There being no comments, motion carried 3-0.

8. Approval of Nurit Baron as Alternate on Planning Commission Board - Resolution 2026-8 – Michael made a motion to approve Resolution 2026-8, second by Ray. There being no comments, motion carried 3-0.

9. Approval of Matthew Little as Alternate on Land Preservation Board – Ray made a motion to approve Matthew Little as Alternate on Land Preservation Board, second by Michael. There being no comments, motion carried 3-0.

10. Approval of Open Space Criteria Evaluation Revision – Melody stated that there were only two minor changes to the Open Space Criteria. Michael made a motion to approve the Open Space Criteria Evaluation Revision, second by Ray. There being no comments, motion carried 3-0.

Supervisors' Comments

Ray wished everyone a Healthy and Happy 2026.

Michael thanked the Township staff and Public Works employees as well as the Township professionals for a great 2025.

George wished everyone a Happy New Year and thanked the staff for all their hard work.

Audience Comments

There being no further business, the meeting was adjourned at 7:25 p.m.

Respectfully Submitted,

Hannah Warner, Twp. Secretary/Treasurer
Williams Township Board of Supervisors

Williams Township Board of Supervisors - Special Meeting
January 15, 2026

A special meeting of the Williams Township Board of Supervisors, 655 Cider Press Road, Easton, PA 18042 was held on the above date and called to order at 1:00 p.m. by Chairperson George Washburn. Others present were Vice-Chairperson Raymond Abert, Supervisor Michael Bryant, Township Solicitor Colby Grim, Township Manager Melody Ernst, Public Works Director Mike Strawn, and Township Secretary Hannah Warner.

Call to Order

New Business

1. Lease Purchase Agreement for Equipment

George stated this is for the purchase of an International HV507 Plow Truck. Mike stated this was approved at the December meeting in 2024. Melody stated that the loan rate is 4.5% through American Capital Financial Services with a semi-annual payment of \$22,846.52 for 5 years. Ray made a motion to approve the American Capital Financial Services Bank with a semi-annual payment of \$22,846.52 and a rate of 4.5%, second Michael. There was a brief discussion regarding the payment of \$22,846.52 being paid at time of pickup or holding off six months and paying \$23,343.43 semi-annual for the lifetime of the loan. There being no further questions, motion carried 3-0.

2. Amend the Agenda for PMHIC Agreement. George made a motion to amend the agenda, second by Ray. There being no comments, motion carried 3-0.

PMHIC Agreement Amendments - Melody stated that PMHIC is asking PMHIC members to vote either in favor or not on a proposed amendment for the PMHIC membership agreement. The primary change formalizes improper termination fee that would only apply to members that do not complete their required three-year term or leave the Cooperative without providing the required notice that already outlines in the agreement. Members that fulfill their commitment to PMHIC and comply with the existing notice requirements would not be impacted by this agreement. Michael made a motion to approve the proposed amendments to the PMHIC agreement, second by Ray. There being no comments, motion carried 3-0.

3. Amend the Agenda for Old Well Road Donation Property to be surveyed. Ray made a motion to amend the agenda, second by Michael. There being no comments, motion carried 3-0.

Old Well Road Donation Property – Survey Approval - Melody stated that the Old Well property donated to the Township needs to have a survey conducted. The survey would be conducted by Valley Trust Services in the amount of \$1,200.00. Michael made

a motion to approve the surveying of the Old Well property not to exceed \$1,200.00, second by Ray. There being no comments, motion carried 3-0.

Supervisors Comments

Ray asked Mike about the status of the F550 truck that was ordered.

Michael stated that he would like, if possible, to have Special Meetings either early in the mornings, or later in the day.

Audience Comments - None

There being no comments, the meeting was adjourned at 1:17 p.m.

Respectfully submitted,

Hannah Warner, Township Secretary
Williams Township Board of Supervisors

**Williams Township Board of Supervisors - Special Meeting
January 30, 2026**

A special meeting of the Williams Township Board of Supervisors, 655 Cider Press Road, Easton, PA 18042 was held on the above date and called to order at 8:00 a.m. by Vice-Chairperson Raymond Abert. Others present were Supervisor Michael Bryant, Township Solicitor Colby Grim, Township Manager Melody Ernst, and Township Secretary Hannah Warner. George Washburn was absent.

Call to Order

New Business

1. Addendum to Agreement of Sale for Conservation Easement at 2145 Morgan Hill Road - Colby stated that the previous agreement be amended from October 31, 2025 to on or before February 13, 2026. This extension is contingent upon the satisfaction of two outstanding loans and the resolution of Met-Ed easements. Michael made a motion to approve the Addendum to the Agreement of Sale for the property with the revised date and contingencies, second by Ray. There being no comments, motion carried 2-0.

2. Met - Ed Easements - Colby stated this would be authorization to execute the joinder of the Conservation Easement. Michael made a motion to authorize and execute the joinder of the Conservation Easement, second by Ray. There being no comments, motion carried 2-0.

Supervisors Comments - None

Audience Comments - None

There being no comments, the meeting was adjourned at 8:05 a.m.

Respectfully submitted,

Hannah Warner, Township Secretary
Williams Township Board of Supervisors

MONTHLY SUPERVISOR'S MEETING

February 11, 2026

MANAGER'S REPORT

GENERAL BUSINESS:

On January 13, 2026, I registered Mike Strawn, Alan Molder, Hannah Warner, Michael Bryant and myself for the PSATS Conference which will be held in Hershey on April 19, 2026 to April 22, 2026.

Correspondence was received together with a Williams Township Fire Company Command Staff List from Fire Chief, Alan Molder. A copy of which is attached.

Alexis has placed the Historical Society Committee interest on the website. Letters of Interest should be sent to the Township Manager.

Jim Martin has contacted me regarding a proposed America 250 event for the Township. He has reached out to the Williams Township Fire Company/Auxiliary and they have approved to allow a Williams Township Historical Tent and to have a special appearance by General George Washington at the Fire Company's April 25th annual Food Truck/Craft Fair/Tricky Tray Fund Raiser. I am just looking for the Boards consensus to hold the event on April 25, 2026.

The Township received the Cable Franchise from Service Electric in the amount of \$24,949.34 for 2025.

Riley and Company, Township Auditors, have requested documents from the Township to start the 2025 Audit. Hannah and I just finished uploaded the documents this week.

Vacancies are available on the Appeals Board and the Historical Committee. If you know of anyone that has an interest in serving, please have them contact the Township Manager.

WILLIAMS TOWNSHIP FIRE COMPANY, No. 1

2500 MORGAN HILL ROAD
WILLIAMS TOWNSHIP

TEL: 610-252-7648



EASTON, PA. 18042

FAX: 610-252-4925



February 5, 2026

Williams Township Board of Supervisors & Township Manager,

I am writing this to formally notify you that I have been elected Fire Chief of the Williams Township Fire Company effective January 26, 2026.

I have been with the Williams Township Fire Company for 10+ years, served as a lieutenant for the past 3 years, and have been in the fire service itself for over 15 years.

I am honored to have been elected to this position, and I look forward to collaboratively working with the Board of Supervisors and the Township Manager to serve and protect the residents of Williams Township.

I intend to perform my duties as Fire Chief to the best of my ability and serve the residents of Williams Township with compassion, courage, and integrity.

I have attached my officer line-up of the Williams Township Command Staff for your records.

Please do not hesitate to contact me if you require any additional information or documentation. I appreciate your continued support of the Williams Township Fire Company and its members.

Respectfully,

Alan Molder
Fire Chief

Williams Township Fire Company No. 1
610-217-9652
amolder@williamstwp.org

WILLIAMS TOWNSHIP FIRE COMPANY, No. 1

2500 MORGAN HILL ROAD
WILLIAMS TOWNSHIP

TEL: 610-252-7648



EASTON, PA. 18042

FAX: 610-252-4925

Williams Township Fire Company Command Staff

2851 – Fire Chief	Alan Molder
2852 – Assist. Chief	Mike Strawn
2854 – Captain	Jeff Kram
2855 – Lieutenant	Greg Walsh
2856 – Lieutenant	Jarrold Wisniewski
2857 – Lieutenant	Bryan O'Neill
28FM1 – Fire Marshall	Jeff Murray
2892 – Fire Police Lieutenant	Tom Lamontagne



WILLIAMS TOWNSHIP
DIRECTOR OF PUBLIC WORKS
REPORT FOR JANUARY 5, 2026, to FEBRUARY 11, 2026

- RECEIVED 330 TONS OF ROAD SALT
- SALT AND PLOW ROADS ON JAN 17,18, 25 AND 26
- REMOVE OLD GENERATOR FROM MUNICIPAL OFFICE
- CLEAN UP INTERSECTIONS AROUND TOWNSHIP FROM HEAVY SNOW
- BRINED ROADS BEFORE STORM ON JAN 25TH.
- WASH, CLEAN AND REPAIR TRUCKS AND EQUIPMENT AFTER STORMS
- FINISH PAINTING STAIRWAY IN OFFICE ADDITION
- INSTALL OUTLET FOR RADIO SYSTEM IN OLD GARAGE
- REPLACE CUTTING HEAD ON ROADSIDE CUTTER
- FILL BRINE TANK
- TAKE TRUCK 8 FOR DUMP BODY REPAIR, FRAME ROTTED OUT
- REPAIR SNOW CHAINS
- START INSTALLING NEW FLOORING IN STORAGE ROOM OF COMMUNITY BUILDING
- REPLACE EMERGENCY LIGHTING IN MUNICIPAL OFFICE AREA
- CHECK ROADS FOR ICE SPOTS AND OTHER ISSUES
- MIX SALT AND ANTI-SKID
- START CLEANING AND PAINTING BOBCAT SKID-STEER

APPROVAL TO PUT ROAD PROJECTS OUT TO BID

Looking for the Boards approval to put this year's oil&chip projects out to bid. This would be funded through Liquid Fuels. I'm also looking at doing a bid to have Diehl Rd resurfaced. That would be paid out of the general funds and I'm waiting to finalize that bid then that can go out to bid.

APPROVAL TO HAVE NEW ROOF, SOFFIT RAIN GUTTERS AND DOWNSPOUTS

I received four quotes for the old schoolhouse. Looking to award the bid to Paul Petty Roofing and Siding for \$14,850.00

DECEMBER 2025 to JANUARY 2026	
Trim brush along township roads	
Finish floor at old school	Completed
Install radio antenna at recycling on new pole	Completed
Install new bulbs in lights at municipal field	Completed One light has an open ground. Will need to investigate
JANUARY 2026 to FEBRUARY 2026	
Trim brush along township roads	Weather delayed
Install snow fence	Completed
Install driveway to get to well at public work building	Weather delayed
FEBRUARY 2026 TO MARCH 2026	
Trim brush along township roads	
Install driveway to get to well at public works building	
MARCH 2026 to APRIL 2026	

PROJECTS	STATUS	Preferred Completion Date	Comments
Pour concrete headway at Strouts Valley Park	Spring 2025		
Industrial Dr road reconstruction	Early planning stages	Unknown	Need to know when Chrin is done working in roadway
Remodle inside old school at recycling center		Summer 2026	
Install new roof on old school at recycling center	Received bids	Spring 2026	
Rewire lights in Old Schoolhouse		Summer 2026	
Install new driveway to access well at public works building			pump is going and need drill rig access to pull pump

ATTACHMENT #1

County: Northampton

Municipality: Williams Township

Project No.: 2026 Seal Coat

THIS PORTION TO BE
COMPLETED
BY THE MUNICIPALITY

LOCATION OF WORK:

See List of Roads on Attachment 1-B

DESCRIPTION OF WORK:

As indicated below and in Attachments 1-A

Contractor is to place a Single or Double Bituminous Seal Coat using a Polymer Modified Emulsion, CRS-2PM (E-3M) or RS-2PM (E-2M) using ¼" stone for single. Using #8 Stone topped with ¼" stone for Double with a 1.0% Loss by Wash. Then apply Proprietary Fast Break Fog Seal, Grip Tight as listed in Bulletin 15, Section 472.2(a). All material to be applied complete in place in conformance with current PENNDOT Pub. 447, MS-0340-0005 and Pub. 408, Section 472 and Bulletin 15 Section 472.2(a).

ESCALATOR CLAUSE: (If adopted by the Municipality)

This contract contains an escalator clause for the Price Adjustment of Bituminous Materials for small quantities. See attached Resolution. A small quantity is a contract that uses or indicates for placement of 100 tons or less of asphalt cement. (See Attachment 1-A for more information)

SCHEDULE OF PRICES

1. Item No.	2. Approximate Quantities	3. Units	4.*Description	5. Unit Price	6. Total
			BASE BID ROADS		
1.	4,087	SY	<u>T-467 BUTTERNUT ROAD</u> <u>Single</u> Bituminous Seal Coat using a Polymer Modified Emulsion and ¼" Stone with a 1.0% Loss by Wash, Surface Category Condition "C", ADT <100 Then apply Polymer-Modified Asphalt Fog Seal		
2.	1,240	SY	<u>T-468 HICKORY LANE</u> <u>Single</u> Bituminous Seal Coat using a Polymer Modified Emulsion and ¼" Stone with a 1.0% Loss by Wash, Surface Category Condition "C", ADT <100 Then apply Polymer-Modified Asphalt Fog Seal		
3.	3,327	SY	<u>T-450 FOX RUN</u> <u>Single</u> Bituminous Seal Coat using a Polymer Modified Emulsion and ¼" Stone with a 1.0% Loss by Wash, Surface Category Condition "C", ADT <100 Then apply Polymer-Modified Asphalt Fog Seal		
4.	1,163	SY	<u>T-469 MANSFELD ROAD</u> <u>Double</u> Bituminous Seal Coat using a Polymer Modified Emulsion and #8 and ¼" Stone with a 1.0% Loss by Wash, Surface Category Condition "C", ADT <100 Then apply Polymer-Modified Asphalt Fog Seal		
*DESCRIPTION Must include ADT on Wearing surfaces. USE OF CUTBACK ASPHALT IS PROHIBITED BETWEEN MAY 1 st and OCTOBER 31 st EXCEPT AS NOTED IN BULLETIN NO. 25.				SUBTOTAL	
				SUBTOTAL(S) FROM OTHER ATTACHMENT(S)	
				TOTAL AMOUNT OF BID	

ATTACHMENT #1 Cont.

County: Northampton

Municipality: Williams Township

Project No.: 2026 Seal Coat

THIS PORTION TO BE
COMPLETED
BY THE MUNICIPALITY

LOCATION OF WORK:

See List of Roads on Attachment 1-B

DESCRIPTION OF WORK:

As indicated below and in Attachments 1-A

Contractor is to place a Single or Double Bituminous Seal Coat using a Polymer Modified Emulsion, CRS-2PM (E-3M) or RS-2PM (E-2M) using 1/4" stone for single. Using #8 Stone topped with 1/4" stone for Double with a 1.0% Loss by Wash. Then apply Proprietary Fast Break Fog Seal, Grip Tight as listed in Bulletin 15, Section 472.2(a). All material to be applied complete in place in conformance with current PENNDOT Pub. 447, MS-0340-0005 and Pub. 408, Section 472 and Bulletin 15 Section 472.2(a).

ESCALATOR CLAUSE: (If adopted by the Municipality)

This contract contains an escalator clause for the Price Adjustment of Bituminous Materials for small quantities. See attached Resolution. A small quantity is a contract that uses or indicates for placement of 100 tons or less of asphalt cement. (See Attachment 1-A for more information)

SCHEDULE OF PRICES

1. Item No.	2. Approximate Quantities	3. Units	4.*Description	5. Unit Price	6. Total
BASE BID ROADS					
<u>T-470 MANSFELD COURT</u>					
5.	2,447	SY	<u>Double</u> Bituminous Seal Coat using a Polymer Modified Emulsion and #8 and 1/4" Stone with a 1.0% Loss by Wash, Surface Category Condition "C", ADT <100 Then apply Polymer-Modified Asphalt Fog Seal		
<u>T-471 WOODLAND CIRCLE</u>					
6.	2,233	SY	<u>Double</u> Bituminous Seal Coat using a Polymer Modified Emulsion and #8 and 1/4" Stone with a 1.0% Loss by Wash, Surface Category Condition "C", ADT <100 Then apply Polymer-Modified Asphalt Fog Seal		
<u>T-392 MELCHOR DRIVE</u>					
7.	7,153	SY	<u>Double</u> Bituminous Seal Coat using a Polymer Modified Emulsion and #8 and 1/4" Stone with a 1.0% Loss by Wash, Surface Category Condition "C", ADT <100 Then apply Polymer-Modified Asphalt Fog Seal		
<u>T-417 SPRINGFIELD ROAD</u>					
8.	4,393	SY	<u>Single</u> Bituminous Seal Coat using a Polymer Modified Emulsion and #8 Stone with a 1.0% Loss by Wash, Surface Category Condition "C", ADT <100		
*DESCRIPTION Must include ADT on Wearing surfaces. USE OF CUTBACK ASPHALT IS PROHIBITED BETWEEN MAY 1 st and OCTOBER 31 st EXCEPT AS NOTED IN BULLETIN NO. 25.				SUBTOTAL	
				SUBTOTAL(S) FROM OTHER ATTACHMENT(S)	
				TOTAL AMOUNT OF BID	

ATTACHMENT #1 Cont.

County: Northampton

Municipality: Williams Township

Project No.: 2026 Seal Coat

THIS PORTION TO BE
COMPLETED
BY THE MUNICIPALITY

LOCATION OF WORK:

See List of Roads on Attachment 1-B

DESCRIPTION OF WORK:

As indicated below and in Attachments 1-A

Contractor is to place a Single or Double Bituminous Seal Coat using a Polymer Modified Emulsion, CRS-2PM (E-3M) or RS-2PM (E-2M) using 1/4" stone for single. Using #8 Stone topped with 1/4" stone for Double with a 1.0% Loss by Wash. Then apply Proprietary Fast Break Fog Seal, Grip Tight as listed in Bulletin 15, Section 472.2(a). All material to be applied complete in place in conformance with current PENNDOT Pub. 447, MS-0340-0005 and Pub. 408, Section 472 and Bulletin 15 Section 472.2(a).

ESCALATOR CLAUSE: (If adopted by the Municipality)

This contract contains an escalator clause for the Price Adjustment of Bituminous Materials for small quantities. See attached Resolution. A small quantity is a contract that uses or indicates for placement of 100 tons or less of asphalt cement. (See Attachment 1-A for more information)

SCHEDULE OF PRICES

1. Item No.	2. Approximate Quantities	3. Units	4.*Description	5. Unit Price	6. Total
BASE BID ROADS					
9.	8,287	SY	<u>T-473 RIDGE ROAD</u> <u>Single</u> Bituminous Seal Coat using a Polymer Modified Emulsion and #8 Stone with a 1.0% Loss by Wash, Surface Category Condition "C", ADT <100		
10.	7,106	SY	<u>T-413 KRESSMAN ROAD</u> <u>Single</u> Bituminous Seal Coat using a Polymer Modified Emulsion and #8 Stone with a 1.0% Loss by Wash, Surface Category Condition "C", ADT <100		
11.	2,734	SY	<u>T-413 KRESSMAN ROAD</u> <u>Single</u> Bituminous Seal Coat using a Polymer Modified Emulsion and #8 Stone with a 1.0% Loss by Wash, Surface Category Condition "C", ADT <100		
12.					
*DESCRIPTION Must include ADT on Wearing surfaces. USE OF CUTBACK ASPHALT IS PROHIBITED BETWEEN MAY 1 st and OCTOBER 31 st EXCEPT AS NOTED IN BULLETIN NO. 25.				SUBTOTAL	
				SUBTOTAL(S) FROM OTHER ATTACHMENT(S)	
				TOTAL AMOUNT OF BID	

14,850

PAUL PETTY ROOFING & SIDING

45 Browns Drive
Easton, PA 18042-9440
Ph. (610) 258-9273
Fax (610) 559-9440

Proposal

Date	Proposal No.
1/9/2026	4464

Customer Address	
Williams Township Attn: Mike Strawn 655 Cider Press Road Easton, Pa 18042	
Pennsylvania - HIC Number	
PA025045	
E-mail	Web Site
prp828@hotmail.com	www.paulpettyroofingsiding.com

Job Location	
Old School Building 2300 Morgan Hill Road Easton, Pa 18042	
New Jersey - License/Registration Number	
13VH00803100	
Sales Person	Project
PP	Roof Replacement 1-8-26

Description	Qty	Each	Total
Roof Replacement (Old School House) Roof Replacement: #1) Remove existing roof shingles and haul away all debris. #2) If Needed: Remove existing gutter guard and save, reinstall after roof is completed. #3) Install Moisture Guard or ice and water shield at all eave and valley areas. Note: Depending on the size of your overhang the code requires that we install the ice and water shield that it extends 24" past the exterior outside walls, Your home may require two rows. #4) Install synthetic underlayment, Starter shingles, aluminum drip edging, aluminum pipe collars, aluminum chimney step & counter flashing and roll vent ridge vent system. #5) Install GAF "TimberlineHDZ" lifetime warranty fiber glass roof shingles using the proper sized galvanized roof nails. Price include all dumping fees and any needed building permits. Color to be: _____			
Timberline HDZ "Standard Three Dimensional Shingle" A) GAF "Timberline HDZ" lifetime warranty roof shingle. Addresses Of Completed TimberlineHDZ: A) House; 195 Morvale Road, Easton Pa 18042 B) House; 105 Morvale Road, Easton Pa 18042 C) House; 5 Waltman Loop, Easton Pa 18042	0	9,400.00	0.00
Camelot II "Slate Looking Shingle" B) GAF "Camelot II" lifetime warranty roof shingle. (This shingle is thicker and a more durable roof shingle) Addresses Of Completed Camelot Roofs: A) House: 25 Connard Drive, Easton, Pa 18042 B) Lafayette INN ; 525 W Monroe St, Easton, PA 18042	0	11,000.00	0.00
Terms	1/2 Dn 1st Day Bal Day Complete		Total \$0.00
If you would like to proceed with your project, please sign and return one copy to me. Thank You			
Contractor Signature <i>Paul Petty</i>		Customer Signature _____	

PAUL PETTY ROOFING & SIDING

45 Browns Drive
Easton, PA 18042-9440
Ph. (610) 258-9273
Fax (610) 559-9440

Proposal

Date	Proposal No.
1/9/2026	4465

Customer Address	
Williams Township Attn: Mike Strawn 655 Cider Press Road Easton, Pa 18042	
Pennsylvania - HIC Number	
PA025045	
E-mail	Web Site
prp828@hotmail.com	www.paulpettyroofingsiding.com

Job Location	
Old School Building 2300 Morgan Hill Road Easton, Pa 18042	
New Jersey - License/Registration Number	
13VH00803100	
Sales Person	Project
PP	Soffit Fascia Gutter 1-8-26

Description	Qty	Each	Total		
Cover All Overhangs		4,200.00	4,200.00		
#1) Remove existing soffit, fascia, gutter and haul away all debris.					
~~#2) Cover wood window and door casings with aluminum coil stock formed to fit. (\$350.00 Value)~~			~~350.00~~		
#3) Cover all overhangs with Mastic vinyl soffit and fascia system.					
#4) Cover the front porch ceiling using matching vinyl soffit to match overhangs.					
#5) Install new aluminum seamless 5" K-Style or 5" 1/2 Round gutter using the proper hanging system and 2" x 3" or 3" Round aluminum downspouts.					
Soffit Color To Be: _____					
Gutter Color To Be: _____					
Terms	1/2 Dn 1st Day Bal Day Complete				
If you would like to proceed with your project, please sign and return one copy to me. Thank You			Total		
			\$4,200.00 3,850.00		
Contractor Signature	<i>Paul Petty</i>		Customer Signature _____		

ESTIMATE



Prepared For

Mike Straw
2300 Morgan hill rd
Easton, Pa

All Pros Construction LLC

Phone: (484) 894-9709
Email: allprocnstrction@gmail.com

Estimate # 21
Date 02/06/2026

Description

Roof Replacement

Roof Removal & Replacement:

Contractor shall tear off and remove the existing roofing system on the main building and porch roof. Contractor shall furnish and install new GAF asphalt shingles. Shingle color shall be selected and approved by the township.

Drip Edge Replacement:

Contractor shall remove and replace all existing drip edge on the roof with new drip edge installed per manufacturer and local code requirements.

Exterior Trim & Gutter Replacement:

Contractor shall remove and replace all existing gutters, fascia, and soffit on the building.

Debris Removal & Cleanup:

Contractor shall remove and properly dispose of all debris and garbage generated from the work. Property shall be left clean and free of construction debris upon completion.

Plywood Replacement (If Required):

Any roof plywood found to be damaged or unsuitable for reuse shall be replaced as needed. Replacement plywood shall be billed as an additional cost of \$75.00 per sheet, subject to owner approval where required.

Subtotal	\$17,750.00
Total	\$17,750.00

This Agreement is entered into between AllProsConstruction ("Contractor") and the Homeowner ("Client") for the purpose of defining the scope of work and establishing a binding contractual obligation between both parties.

1. Scope of Work

The Contractor agrees to furnish all labor, materials, equipment, and supervision necessary to start and complete the work as outlined and agreed upon in the estimate provided to the Client ("Scope of Work"). All work shall be performed in a professional and workmanlike manner.

2. Contract Price

The total contract price ("Contract Price") reflects the full and final cost to the Contractor, including but not limited to:

- * Labor and time
 - * Purchased materials
 - * Equipment usage
 - * Fuel
 - * Delivery and removal charges
 - * Any additional costs required to complete the agreed scope of work
- No additional charges shall apply unless approved in writing by both parties.

3. Payment Terms

- * The Client agrees to provide a down payment, if requested, upon acceptance of this Agreement.
- * The final payment is due immediately upon substantial completion of all contracted work.
- * Failure to remit payment as agreed may result in delays, suspension of work, or collection actions as permitted by law.

4. Contractor Responsibilities

The Contractor shall be responsible for completing the work in accordance with the agreed scope and within a reasonable timeframe, subject to weather conditions, material availability, and circumstances beyond the Contractor's control.

5. Binding Agreement

Acceptance of this estimate constitutes acceptance of this Agreement and creates a legally binding contract between the Contractor and the Client. This Agreement represents the entire understanding between the parties unless modified in writing and signed by both parties.

By signing this document, the customer agrees to the services and conditions outlined in this document.

Mike Straw



203 Washington Street • Freemansburg, PA 18017
Commercial Fax (610) 865-1428 • Residential Fax (610) 868-8859
(610) 865-6990 • "PA-000879"

January 14, 2026

Attention: Mike Strawn
Williams Township
655 Cider Press Road
Easton PA 18042

RE: 2300 Morgan Hill Road, Easton PA 18042 (School House)

Dear Mr. Strawn:

The following is an estimate for work to be done at the above referenced location as outlined below:

☐ **Reroof – School House and Includes small Front Porch:** The process includes removing and disposing of the existing roofing material from the above roof areas. *GAF Weather Watch Ice and Water Shield material will be installed six feet along the bottom edges of the roofs. *GAF pro starter shingles will be installed along the eaves and rakes of the house. GAF TigerPaw underlayment and *GAF Camelot II Architectural fiberglass shingles, in a standard color of your choice, _____ will be installed using 1 1/4 inch roof nails to fasten them. New aluminum drip edge will be installed around the perimeter of the roofs. New **copper** chimney flashing and counter flashing along with ultimate vent pipe flanges will be installed to replace the existing. Chimney will have missing mortar joints filled in with compatible sealant. Cobra Snow Country ridge vent will be installed on the peaks of the roofs. Seal-a-ridge hip and ridge shingles will be installed over the ridge vents. Four (4) #750 vents will be removed and repaired with new plywood. Debris will be removed from the gutters and downspouts after the new roof is installed.

COST: \$15,455.00 based upon removing one layer of shingles.

NOTE COSTS: \$100.00 for 3/4" plywood per sheet, if needed.
\$ 85.00 for 1/2" plywood per sheet, if needed

Please Note: If existing ice and water shield has been directly applied to the wood decking, there will be an additional cost to replace the wood decking as ice and water shield cannot be removed from the wood.

***GAF WARRANTY INFORMATION: GOLDEN PLEDGE WARRANTY:**



Alan Kunsman Roofing and siding inc. is a GAF Master Elite roofing Installer. If your roof is installed by a GAF Master Installer, all GAF laminated Architectural shingles are covered by a life-time limited warranty. This warranty includes full labor and material replacement costs for 50 years in the event of a manufacturer material defect. ***The Golden Pledge warranty enhances this coverage by giving you a 25-year workmanship warranty.** This limited warranty may be transferred once during the first 20 years. The second owner must notify GAF within 60 days after the property is purchased to transfer the warranty. See GAF website for further details.

☐ **Soffit, fascia, gutters and downspout replacement ONLY on Main Building:** The process includes removing and disposing of the existing materials from around the entire building. Vinyl soffit material will be installed on the overhangs and the fascia boards will be capped with aluminum trim coil. Six-inch k-style seamless aluminum gutter and 3 x 4 aluminum downspouts, in a color of your choice, _____ with accessories, will be installed to replace them. Hidden hangers will be installed to support the new gutters.

COST: \$3,967.00

Williams Township
Re: 2300 Morgan Hill Road
1/14/26
Page 2

** Quotes after 15 days will have to be revised due to escalating increases in prices.*

Replacement of any unforeseen deteriorated wood will be handled on a time and material cost basis of \$100.00 per man, per hour plus material. Workmanship outlined above is guaranteed for five (5) years from the date of completion.

Please call me if you are interested in having any of the work done, then a Contract will be sent to you for your signature. If you have any questions, I can be reached in the office or at 484-821-1619.

Sincerely,



Jeremy T. Carr
Estimator/Certified Installer
pat

ESTIMATE

Prepared For

Williams Township
2300 Morgan Hill Road
Easton, Pa 18042

Pip's Roofing & Siding, LLC

620 Morvale Road
Easton, PA 18042
Phone: (908) 454-1188
Email: info@pipsroofing.com
Fax: (908) 454-1188

Estimate #

1547

Date

01/14/2026

Business /

PA#: PA108453 NJ#:

Tax #

13VH03646400

Description

New 30 Year GAF Camelot II Shingle Roof

Remove existing roof and dispose of waste.
Check all decking and replace if needed at an additional cost.
Install water and ice shield on the first course and all valleys.
Install synthetic underlayment.
Install new metal drip edge.
Install all flashings and terminations needed.
Install new IKO 30 year dimensional architectural shingles.

Install New Double Four siding (Side of Porch)

Install all accessories needed.

New Aluminum Facia

Install aluminum coil stock over exterior facia board.

New Vinyl Soffet

Install new premium vinyl soffet siding.
Install all accessories needed.

New Commercial Grade 6' Aluminium Gutters

Remove existing and dispose of waste.
Install all new aluminum premium gutters.
Install all accessories needed.

Subtotal	\$19,850.00
Total	\$19,850.00

Notes:

5 Year Workmanship Warranty.

Serving Pennsylvania and New Jersey since 1947.

Fully insured with workers compensation and liability insurances. (Policies Available Upon Request)

By signing this document, the customer agrees to the services and conditions outlined in this document.

Williams Township

Suzanne Borzak, Zoning Officer

- Review emails and phone messages
- Site visit around township
- Sent information to County Assessor
- Review subdivision files throughout the month (continued)
- Completed US Census report for November
- Issued permit for sprinkler at 140 Cedarville Rd
- Issued shed permit and construction permit for 235 Sunnyside Drive
- Issued CO for 85 Kichline kitchen remodel
- Issued timbering permit for 275 Raubsville Road
- Spoke to a resident regarding an addition
- Spoke to a resident regarding a garage
- Issued road opening permit to UGI for gas main replacement in Line Street and Aspen Street (contacted the warehouse engineer to let them know what's going on since it is by their property)
- Follow up with owner (no answer) regarding 620 Royal Manor (this was the property that a garage was converted without any permits into a home and it is actually a second home on the property). Tenants left. Awaiting call from owner to ensure it is not living space.
- Met with a couple from Philadelphia looking for property in Williams Township.
- Issued CO for a generator at 55 Pine Manor
- Issued CO for interior and exterior alterations for 225 Sunnyside Road
- Cedar Park is refinancing the units they own and needed information. I expressed three violations: playground burned last year and wasn't cleaned up nor replaced; the no parking is not being enforced and fire trucks cannot get to the buildings; the new door locks were not placed in the Knox Boxes as required.
- Met with owners regarding a garage project anticipated on Gaffney Hill Road.
- Drive around; got gas.
- Issued CO for 55 Charlie Court
- Issued CO for generator at 64 Connard Drive
- Talked with the owner's son at 455 Morvale regarding the property for sale, easements, etc.
- NOV for bamboo sent to two property owners. This was discovered during the snow storm; video from Mike shows bamboo completely covering the roadways. Coffeetown Road and Sunnyside Road.
- Sent final engineer's report to owners at 45 Melchor; in compliance with Grading Ordinance.
- Issued permit for 1180 S Delaware to replace 200 amp service

- Discussed issues with addresses on Hexenkopf Road; hopefully settled
- Issued alteration permit (1/2 bathroom) at 10 Stoudts Lane
- Issued deck permit for 210 Pine Valley Terrace
- Issued generator permit for 25 Lisa Way
- Issued service permit for the new spray irrigation system at Painters Farm
- Received an application for a short-term transient rental at 180 Sunnyside; ZHB hearing in February
- Received an application for an inlaw suite (no addition, just conversion) at 100 Pine Valley Terrace; ZHB hearing in February. However, they can convert a room into a bedroom on the first floor; can only use it as an inlaw suite after hearing
- Issued a permit for a new pump house at the landfill
- Reviewed files with Mike regarding plowing issues and driveway issues
- Received a complaint about rats. Checking to see if we can do anything about it since we did not adopt the property maintenance code
- Helped a contractor regarding the base flood elevation for 75 Canal Road

WILLIAMS TOWNSHIP LAND PRESERVATION BOARD

MEETING MINUTES

Date of Meeting: January 27, 2026

Time: 7:00 p.m. to 8:00 p.m.

Facilitator: Kenneth Kodama

Locations: Secondary Building, Williams Township Community Center,
655 Cider Press Road, Williams Township,

In Attendance:

Kenneth Kodama (Board Chair), Lorraine Mineo (Board Treasurer), Tom Heilman (Board Vice Chair), Bob Freidl (alternate), and Matt Little (alternate).

Also present were Williams Township Supervisor Raymond Abert; and several township residents.

Introduction:

The board meeting was opened by Kodama and began with all rising for the Pledge of Allegiance to the U.S.

Board Reorganization:

The board voted to amend the agenda so they could reorganize for the new year. With unanimous votes, the following was determined as the board's organization for 2026:

1. Board Chair remained Kodama
2. Board Vice Chair remained Heilman
3. Board Treasurer remained Mineo
4. Board Secretary remained Neimi (in abstentia and upon her acceptance of the position)
5. Alternate Board members are Bob Freidl and Matt Little

Approval of Prior Meeting's Minutes:

A motion to approve the December 23, 2025 meeting minutes was made by Mineo and seconded by Heilman. It passed with a unanimous vote (3-0).

Updates on Preservation Projects/Preservation Applications/Resident Show of interest in Preservation/Preservation Appraisals:

In-Process Parcel Application 2022 (year) -2 (sequence in year): ("South parcel") (2022-2):

- Status of the Metropolitan Edison (Med-Ed) Right-of-Way (ROW) Title Search for this property:
Consultant to the board, Matthew Babbitt of Heritage Foundation, was not present, but Kodama indicated he spoke with Babbitt, and Babbitt reported to him that we are all still waiting for the final steps of documentation from Met Ed and the landowner's bank to supply necessary documents. The target date had been the end of January, 2026. It is not certain if that is still the case. The landowners are fine with a slight extension of a month or less.

In-Process Parcel Application 2023 (year) -4 (sequence in year): ("North parcel") (2023-4):

- This property was closed on December 1, 2025. The owners have approved a sign be developed without their names on that sign. The signage process will move forward.

In-Process Parcel Application 2023 (year) -3 (sequence in year) (2023-3):

- This property was closed on December 18, 2025. The owners have approved a sign be developed with their names on that sign, as has past practice. The signage process will move forward.

In-Process Parcel Application 2025 (year) -1 (sequence in year) (2025-1):

- This property has been approved by the Board of Supervisors and awaits a possible conservation easement donation of approximately \$30,000.

In-Process Parcel Application 2025 (year) -2 (sequence in year) (2025-2):

- Action on this property has been put off until spring, 2026, with a possible March site visit.

In-Process Parcel Application 2025 (year) -3 (sequence in year) (2025-3):

- Title search for this property has been completed and there were no issues raised. The appraisal for this property is to start in the near future.

Old Business:

- Some outreach to residents with previously preserved properties has begun by Mineo. She is waiting to hear back from one landowner about their wanting signage.
- Updates on the property evaluation score sheet have been completed, approved by the BOS, and entered onto the Township LPB page. This score sheet will be used for all future property considerations.

New Business:

- Kodama has been contacted by a representative of Natural Lands, Jack Sefferud. The organization is interested in acquiring land adjacent to Mariton Wildlife Sanctuary.
- Kodama is to arrange an executive session meeting with them at 6:30 PM on Tuesday, February 24, immediately before our February meeting.
- Some initial concern has been expressed about how much funding from us such a commitment to a land purchase would require.

Treasurer's Report – Board Treasurer Lorraine Mineo:

Open space checking account, 11/2025:

• Beginning balance (October):	\$12,064.21
• Debit income:	0.00
• Earned interest:	16.18
• Income transferred from savings	<u>\$20,000.00</u>
• Total	\$32,080.39
• Expenses (property closings)	- <u>14,124.00</u>
• Ending balance (11/2025)	\$17,956.39

Open space savings account, 11/2025:

• Beginning balance (October):	\$1,514,172.92
• Debit income:	0.00
• Earned interest:	<u>2,203.29</u>
• Total:	\$1,516,376.21
• Transfer to checking:	- <u>20,000.00</u>
• Ending balance, 11/2025:	\$1,496,376.21

• Checking account ending balance:	\$17,956.39
• Savings account ending balance:	<u>\$1,496,376.60</u>
• New total, 11/2025:	\$1,514,332.60

Unofficial current 2025-26 data:	Checking:	\$25,637.39
	Savings:	<u>\$523,514.92</u>
Unofficial total:		\$549,152.31
Unofficial amount spent, 2022-23 projects:		\$965,180.29

Meeting Announcements/Audience Comments:

None

Adjournment:

Mineo motioned to adjourn the meeting at approximately 7:45 PM. Heilman seconded the motion, which was passed unanimously (3-0).

Our Next Meeting – February 24, 2026:

The next meeting will be held in the same location – the secondary building in the township's community complex with an Executive Session at 6:30 PM and the regular meeting to begin at 7:00 PM.

CALL TO ORDER

Chairperson Judy Abert on January 7, 2026, called the regular monthly meeting of the Williams Township Recreation Board to order at 7:01P.M.

ROLL CALL

Attending was Judy Abert, Jennifer Batdorf, Jack Keiter, Beth King, Cheryl Siegfried, and Bryan Haas. Also attending was Ray Abert, Supervisor, Brett Vroman and Melissa Gutekunst from WTAA, and Jason Wolfe from WYS.

REORGANIZATION

Chairperson Judy Abert Jennifer made the motion seconded by Bryan
Vice Chairman Jack Keiter Jennifer made the motion seconded by Cheryl
Secretary Judy Abert Jennifer made the motion seconded by Bryan
Motion carried 6 – 0 for Vice Chairman and 5 – 1 abstaining for Chairperson and Secretary.

SECRETARY'S REPORT

Jack made a motion seconded by Cheryl to accept the minutes from the previous meeting.

FIELDS

A copy of a proposal from Advanced Athletic Services was given to every board member to look over and see if anything else had to be added before it was given to the township for the formal bid to be prepared to be sent out. During the discussion it was decided that the pitcher's mound on Field B should have dirt added to widen the area of the mound. Ray will give the information for Field A to Mel.

Ray reported that the lights that were bad on the Municipal Park fields were replaced except for one. Mike thinks that there might be a short in that light. Ray also reported that Mike is going to fix the light problem on the Tennis Court. Half of the lights don't work.

Brett Vroman presented a request to use Field B from March to May by the RBI League. They are trying to get a baseball program for the Middle School boys since the school doesn't have a team. He reported that he could get the Certificate of Insurance from the league. After a short discussion, Jack suggested that we table the decision until next month, which we will do.

Jason Wolfe from Wilson Youth Soccer requested the use of the soccer field at Chrinerger Park for the spring. Jennifer made a motion seconded by Beth to allow Wilson Youth Soccer the use of the field. Motion carried 6 – 0.

ADJOURNMENT

The next meeting of the Williams Township Recreation Board will be held on Wednesday, February 4, 2026 in the Community Building on Cider Press Road. There being no further business, the meeting was adjourned at 8:23 P.M.

Minutes taken by,

Judy Abert

CALL TO ORDER

Chairperson Judy Abert on February 4, 2026, called the regular monthly meeting of the Williams Township Recreation Board to order at 7:00 P.M.

ROLL CALL

Attending was Judy Abert, Jennifer Batdorf, Jack Keiter, and Beth King. Also attending was Ray Abert, Supervisor, Michael Strawn, Director of Public Works, Brett Vroman from WTAA, and a representative from Bethlehem Steal.

SECRETARY'S REPORT

Beth made a motion seconded by Jack to accept the minutes from the previous meeting.

FIELDS

Mike reported that the cost so far for preparing the bid proposal for Field A from the engineer is \$36,000. The full money request for the entire project was \$50,000. After a discussion was held, the board decided to not go forward with doing Field A due to the fact that the engineering fees would be more and the board figured that the total bill would come in over \$100,000.

A representative from Bethlehem Steal requested permission to use a softball field for his organization from March to the end of June. Jack made a recommendation to allow them the use of the field was seconded by Jennifer. Motion carried 5 - 0. He was informed that they would have to work with the WTAA and would need to send a Certificate of Insurance naming Williams Township to Mel before they can use the fields.

Brett Vroman requested the use of Field B from March thru May by the RBI League thru the Diamond Club. There are no baseball teams from the Middle School. Jack made a recommendation seconded by Greg to allow RBI League use Field B. Brett was informed that they would have to work with the WTAA and would need to send a Certificate of Insurance naming Williams Township to Mel before they can use the field. Motion carried 5 - 0.

Jack reported that Jeff Breidinger would be attending the next recreation board meeting to request the use of Chrinerger soccer field and the municipal soccer field for two weeks in August.

FEST O FALL

NONE

RECREATION

A review and possible recommendations for the rules and regulations of the Summer Recreation Program will be presented at the March Meeting. A committee will meet the end of February to decide what to present to the board. The members of this committee are Jennifer Batdorf, Beth King, and Cheryl Siegfried. They would also like to do an inventory of everything that Summer Rec has.

GRANTS

NONE

OLD BUSINESS

NONE

NEW BUSINESS

NONE

CORRESPONDENCE

NONE

AUDIENCE COMMENTS

NONE

ADJOURNMENT

The next meeting of the Williams Township Recreation Board will be held on Wednesday, March 4, 2026, in the Community Building on Cider Press Road. There being no further business, the meeting was adjourned at 7:40 P.M.

Minutes taken by,

Judy Abert

Memorandum

To: Williams Township Board of Supervisors

From: Ronald B. Madison, PE

Date: February 6, 2026

Copy: Melody Ernst, Township Manager
Mike Strawn, Public Works Director
Suzanne Borzak, Zoning Officer
Colby Grim, Township Solicitor

Subject: Engineer's Report for January 2026

Project: WIL-001

Colliers Engineering & Design, Inc. (CED) is pleased to serve you and the good citizens of Williams Township, Northampton County, Pennsylvania. Our efforts last month are summarized below:

WIL001 General Engineering and Meeting Attendance:

Colliers Engineering & Design attended the Staff Meetings on 12/31/25 & 2/4/26, and the Board of Supervisors Meeting on 1/5/26. CED corresponded with PennDOT via an email on 11/24/25 regarding a proposed sketch plan for the property at 155 Morgan Hill Road which would include multiple uses and a high-volume driveway. CED was copied on a PennDOT submission to the Township for 155 Morgan Hill Road on 12/23/25 and the Zoning Office requested a SALDO Sketch Plan Application to the Planning Commission, Professional Services Agreement, and escrow funds.

WIL003 Sanitary Sewerage Engineering:

CED provided information regarding an inquiry into a proposed connection of the property at 1175 Centre Street via email on 11/24/25. Additional email correspondence occurred with the DPW & Solicitor regarding the AmeriServe Sewage Easement on 12/22/25. **CED has begun the preliminary 2025 Chapter 94 Wasteload Report and the annual sewage flow questionnaires to be submitted to PADEP, Easton, & EAJSA**

WIL004 & WIL004A MS4 Stormwater Engineering:

CED submitted MS4 Permit 5-year Waiver Application to PADEP 5/20/22. PADEP issued the 5-year MS4 Permit Waiver letter dated 8/24/22.

Per Township request, CED issued a revised proposal to the City of Easton dated last revised 8/17/23. The City of Easton requested an additional revision and then Approved the CED proposal dated 10/24/23 via Resolution No. 160-2023 dated 10/25/23. CED has completed the preliminary feasibility design of the stormwater conveyance and expanded I-78 detention basin grading and attended a project review meeting at Easton City Hall on 9/13/24. CED made preliminary plan revisions and issued a summary memorandum dated 10/8/24. The proposed project is feasible. CED met with Chrin Bros. to review the plans on 11/12/24. Easton and CED met with PADEP on 11/18/24. The City stormwater consultant has

requested a follow-up meeting with PennDOT to discuss the expansion of the detention basin and proposed stormwater conveyance system. On 6/23/25, CED spoke with Paul Grella of PADEP regarding the joint MS4 project with Easton. Mr. Grella provided additional contact info for PennDOT MS4 personnel in both Allentown & Harrisburg. We relayed this info to David Hopkins Easton DPW. A video meeting with PennDOT was held on 10/9/25 to discuss the HOP permitting process to move the project forward. The 12/10/25 meeting to discuss the I-78 Basin Expansion project was postponed by Chrin until January 2026. **The follow-up meeting with Chrin will is tentatively scheduled for 2/19/26.**

WIL009 & WIL009A Chrin Landfill Expansion & SALDO Phase II (S-09-06 & S-14- 06):

The Williams Township Board of Supervisors voted to approve Resolution 2015-05 Granting Conditional Final Land Development Approval to the Chrin Brothers Sanitary Land Fill Expansion Phase II on January 5, 2015. The Township received the NCCD issued General NPDES Permit dated 9/3/20 for the Chrin Industrial Drive Improvements Plans. CED participated in a 4/7/22 meeting with the Township staff and Chrin Bros. Landfill regarding the completion of the Landfill Phase II Expansion SALDO Application Conditional Approval task for agreements and recording documents and other Industrial Drive Improvements.

On 2/27/23, the Solicitor received the two required Recorded Conservation Easements. On 3/8/24, CED worked with the Township Manager and Solicitor for the preparation of Ultimate ROW Easement Agreements and Improvement Agreement Bond Security for Landfill Phase II Land Development Plans. On 4/5/24, CED received confirmation from the Solicitor's Office that the Record plans and all Agreements were Recorded at the Courthouse. CED received a proposed Leachate System Construction Schedule for Industrial Drive which was to commence 5/1/24 and conclude 9/30/24. On 5/7/25, The Township Manager, DPW, and CED called Tom McMonigle and requested that the existing leachate trench temporary pavement restoration be milled and receive the final pavement restoration for that section from the landfill gate to the old railroad tracks. The partial pavement restoration was completed in June. Future ROW work will be delayed to spring 2026. On 12/3/25, Williams Twp. Manager & Staff met at Chrin Landfill to discuss potential modifications of the approved record plan landscaping.

WIL016 & 017 Valley View Subdivision (S-11-06 and S-13-10):

PADEP issued the five-year NPDES Permit Renewal through 6/3/2023 to the current owner. The Township staff contacted the developer to restate grading plan requirements. A renewed 5-year NPDES Permit is to be issued by the end of May 2023 (valid until 5/24/28). On 7/28/23, the DPW and ZO met with the owner of 210 Stouts Valley Road to discuss the previously approved stormwater drainage discharges to their property from the Valley View Subdivision.

WIL019A Shops at Cedarville Parking Lot Improvements (S-24-03):

Based upon research of the prior agreements and record plan documents, the Township issued a Notice dated 4/13/23 to Cedarville Holdings, LLC c/o Mr. Leonard Linsker stating the improvements for the Shops at Cedarville (Condo Site 3) must be completed within 90 days. The Solicitor sent the proposed Improvements Agreement. Fully executed documents were returned on 6/15/24.

WIL029 GIS On-Call & Mapping Services:

CED continues to support the DPW with on-call GIS Services. CED held a follow-up GIS meeting with the DPW on 2/18/25. CED held a follow-up GIS meeting with the DPW on 8/7/25. CED has been working with the DPW and Zoning Officer to create an Official Street Classification Map. This map was accepted

by the DPW and ZO on 12/31/25. **The Official Street Classification map was submitted to the Solicitor's Office for the creation of a SALDO Amendment Ordinance which will be approved for advertisement at the 2/11/26 BOS Meeting.**

WIL045 Painter (Primrose) - Oakleigh Knoll Major Subdivision Phase 1 (S-17-11):

Williams Township received a letter from Ron Check, Jr. of Grace Industries dated 4/23/21 stating that Grace Industries is now the owner of Primrose Glen, LLC, and the Oakleigh Knoll Major Subdivision. CED received a request for a punch list inspection on 7/10/24; a punch list memo for pre-final pavement of Phase 1 was issued by CED on 7/31/24. The Township Manager sent Grace Industries a 9/18/24 letter requesting a schedule for completion of the Phase 1 Improvements. On 9/24/24, the Manager reported that Ron Check stated that all Phase 1 & 2 Improvements would be completed in the spring and summer of 2025. As requested, CED prepared a follow-up punch list memo dated 11/20/24. CED received an email from the Developer confirming that all improvements will be completed by August 2025. Grace Industries issued a revised letter to the residents dated 4/17/25 confirming their final pavement schedule. The pavement area punch list items and final pavement wearing course installation was completed by 5/7/25. CED received an Improvements Agreement Security Reduction request on 6/20/25 which is under review. NCCD conducted an E&S inspection on 6/27/25 and issued a 6/30/25 inspection report. CED completed a site inspection of the project with NCCD on 10/29/25. NCCD issued an inspection report dated 11/3/25. The developer intends to complete the landscaping and punch list items by summer 2026. **CED received LOC Reduction Request #6 on 1/16/26 and prepared a recommendation memorandum to the BOS dated 2/6/26.**

WIL068A Pilkus-Miller Minor Subdivision Plan 325 Royal Manor Rd S&B McInerney (S-23-10):

CED received a Minor Subdivision Plan and SALDO Application dated 11/21/23 for a proposed 2-acre lot from the prior Myra Pilkus and Grete Miller Subdivisions. This proposed subdivision includes the same lot for which the Township previously received a Grading Plan Application dated 9/6/20 listed below under CED Project WIL093 (GR-20-08). The single-family home is currently under construction. CED issued a plan review letter dated 12/15/23 listing deficiencies which were reviewed at the 12/20/23 Planning Commission Meeting. CED received a revised Minor Subdivision Plan Application on 2/28/24 and issued a review memorandum dated 3/13/24. CED received a Preliminary/Final Plan Submission package on 5/28/25 and issued a review letter to the Planning Commission dated 6/16/25. The PC voted to Recommend Final Conditional Approval at their 6/18/25 meeting.

WIL074 & WIL074A Glovas - Browns Drive Minor Subdivision (S-21-06):

Maser Consulting received a sketch plan for a minor subdivision of an existing 32-acre wooded lot into three (3) proposed residential building lots in September of 2019 (S-19-05). We issued a review memorandum to the Planning Commission dated 10/11/19 that discussed anticipated road improvement waivers, Act 167 Stormwater Management requirements and PADEP NPDES Permit requirements. CED endorsed the Record Plan Set and sent an email to the Township dated 12/13/23 regarding required sequence of further signatures and recording. The Solicitor issued a 1/31/24 email with all Recorded Documents and Courthouse receipt. An NCCD Pre-Construction Meeting was held at the Township on 6/6/24. The contractor requested a Pre-Construction Meeting with CED and NCCD at the Township Building on 3/25/25 to discuss lots 1 & 3 improvements. CED inspected the installed E&S BMPs on Lots 1 & 3 on 5/5/25. CED received a copy of the Minor Amendment Approval from NCCD on 7/1/25. CED received a request for the release of security on 9/30/25. CED completed a site inspection of

the E&S BMPs with NCCD on 10/29/25. CED issued a memo dated 11/11/25 recommending a reduction of the held improvement security conditioned upon the NCCD violations being addressed.

WIL093 325 Royal Manor Road – Grete Miller Grading Permit (GR-20-08):

Maser Consulting reviewed a grading permit application and plan submission for a new home on the above-referenced Revised Minor Subdivision Plan property dated 9/6/20. CED received a revised Grading Plan and cover letter dated 4/30/21 and issued a positive review memo dated 5/10/21. CED conducted an E&S BMP maintenance inspection 6/10/22 and issued e-mail notification of deficiencies.

WIL0125A Oakleigh Knoll Major Subdivision - Phase 2 (S-21-06):

The Township has received a Professional Services Agreement and escrow funds for the review of the Oakleigh Knoll Phase 2 Major Subdivision Plans and improvements cost estimates. The Solicitor issued the final documents to the Developer's legal counsel via e-mail 2/24/22 and 4/1/22. CED received a Letter of Credit Reduction Request on 2/22/24 and issued a 2nd Security Reduction Recommendation memo to the BOS dated 3/12/24. On 4/1/25, CED issued an email to the Developer requesting a construction schedule for the Phase 1 & 2 subdivision improvements closeout. On 4/3/25, CED received an email from the Developer confirming that all improvements will be completed by August 2025. Grace Industries issued a revised letter to the residents dated 4/17/25 confirming their final pavement schedule. The pavement area punch list items and final pavement wearing course installation was completed by 5/7/25. CED received an Improvements Agreement Security Reduction request on 6/20/25 which is under review. NCCD conducted an E&S inspection on 6/27/25 and issued a 6/30/25 inspection report. CED observed the installation of the Texas Road irrigation casing pipe crossing on 8/18/25. CED completed a site inspection of the project with NCCD on 10/29/25. The developer intends to complete the basin PCSM conversion & spray irrigation system and complete the landscaping and punch list items by summer 2026. **CED received LOC Reduction Request #4 on 1/16/26 and prepared a recommendation memorandum to the BOS dated 2/6/26.**

WIL0131 & 0131A PV Asset Mngt SALDO Plan & Inspection - 140 Cedarville Rd (S-22-03 & 25-01):

Colliers Engineering & Design attended a pre-application meeting at the Township Building on 5/27/22 for a proposed self-storage facility. The SEO and CED were copied on an 8/1/24 email to PADEP requesting a video conference call to discuss a sewage holding tank. The BOS Granted Final Conditional Approval at their 9/11/24 meeting. An NPDES Permit was issued on 11/5/24. A Pre-Construction meeting with NCCD was held on 2/3/25. E&S BMP inspection was conducted 2/4/25 and general earthmoving has begun. The HOPs were issued on 7/31/25 and were received by the Township on 8/4/25. CED received revised Record Plan check prints on 8/8/25 which were endorsed by CED 8/13/25. CED completed a site visit on 9/25/25. CED completed a site inspection of the E&S BMPs with NCCD on 10/29/25. NCCD issued an inspection report dated 11/3/25 citing E&S control deficiencies.

WIL0132 & 0132A Tuskes Homes Major Subdivision Plan – 78 Tumble Creek Rd (S-22-05 & S-24-04):

Colliers Engineering & Design received a Sketch Plan Application for a proposed 14-lot single-family Major Subdivision Plan. On 4/11/24, CED received confirmation from the Solicitor's Office that the Final SALDO Plans, Improvements Agreement, ROW and Stormwater Easement Agreements have been Recorded at Northampton County Courthouse. Tuskes Homes issue the 1st Security Reduction request 7/17/24, upon review CED issued a security reduction recommendation memo dated 8/5/24. NCCD & CED conducted a E&S BMP inspection on 8/21/24 and found that the site contractor has generally mitigated the recent storm damage and is maintaining the E&S BMPs. Tuskes Homes issued the 2nd

Security Reduction request 9/27/24, upon review CED issued a security reduction recommendation memo dated 10/8/24. CED completed a site inspection of the E&S BMPs with NCCD on 10/29/25. NCCD issued a site inspection report on 11/3/25.

WIL0132 (B - I) Tuskes Homes Grading Plans – Lot 4, 5, 8, 9, 11, 13 & 15 (GR-24-04-26-01):

CED received a Grading Plan Application for a single-family home. CED issued a grading plan application review comment memo citing deficiencies on 6/4/24. CED issued positive grading plan review memos to the Zoning Office dated 8/16/24 and 8/20/24, respectively. Lot 13 has received a Final CO from the Zoning Office. CED received a Grading Plan Application for a single-family home for Lots 5 & 9 and issued a grading plan review memo requesting revisions for both Lots 5 & 9 on 5/19/25. CED met with the Applicant, their designer and NCCD via Teams video conference on 6/16/25 to discuss plan revisions and concerns about site drainage. CED received a revised grading plan submission for Lot 11 which was recommended for approval in a memo dated 8/4/25. CED received a Grading Permit Application on 9/11/25 for a single-family home for Lot 4 and issued a grading plan review memo dated 9/18/25 recommending that the permit be issued. **CED received a grading plan application for Lot 8 on 1/29/26 which is currently under review.**

WIL0140 Wassergass Meadows Minor Subdivision – 220 Wassergass Road (S-22-13):

Colliers Engineering & Design received a Preliminary/Final Minor Subdivision Plan and Application dated 12/1/22 for a proposed 4-lot single-family minor subdivision of an existing 29.94-acre parcel located along Wassergass Road, west of Motil Road. CED issued a review letter to the Planning Commission dated 12/16/22 that discussed anticipated road improvement waivers, Act 167 Stormwater Management requirements and PADEP NPDES Permit requirements. On 10/30/24, CED received a revised plan submission and issued a review letter dated 11/12/24. On 12/11/24, The Board of Supervisors approved 2024-24 granting Preliminary/Final SALDO Application Conditional Approval with waivers and Sewage Planning Module endorsement. CED has received a revised Improvements Cost Estimate which has been found acceptable for inclusion in the Improvements Agreement. NCCD issued the approved NPDES Permit dated 3/24/25. KCE submitted revised record plans to CED on 5/12/25. On 5/19/25, CED provided the easement descriptions and other documentation to the Solicitor for inclusion in the recording documents. Follow-up emails were sent on 6/18/25 regarding the many easement and improvements agreements required for Record Plan recording. The Solicitor provided an email with proposed agreements on 7/25/25 for review and CED provided minor revision comments via email 8/7/25. The Township received a revised submission and CED endorsed the plans 9/17/25. The Solicitor has recently received a signed Improvements Agreement, and the Improvements Security Letter of Credit was received on 12/29/25. **NCCD sent a 12/30/25 email to schedule a pre-construction meeting at Township Building in January.**

WIL0141 190 Gaffney Hill Road – Wagner Grading Plan Application (GR-22-17):

Colliers Engineering & Design received this Grading Plan Application on 1/11/23 for review. The property was granted two (2) separate ZHB Decisions on 12/3/2020 and 12/7/2020. CED conducted a site meeting with the Applicant on 2/1/23 to view the completed garage and retaining wall structures and discuss the schedule of the proposed dwelling addition which has not started. CED issued a grading plan review memorandum dated 2/17/23.

WIL0147 & WIL0169 - 480 Industrial Dr. Market Zoning/SALDO Enforcement (S-23-04 & GR-24-07):

Colliers Engineering & Design has been requested to meet with the current owner of Pop's Market to discuss the current Zoning Enforcement. In 1994 this property received SALDO Approval for a convenience store and gas station which was constructed as approved. Based upon aerial photographs, the land development was modified without Township approval between 5/2012 and 4/2014. The modifications removed required landscape island adjacent to Industrial Drive, added parking spaces and impervious area. The added parking spaces abutting Industrial Drive impact clear sight distance. Upon a complaint, the Township Zoning Office issued Enforcement Notice date 9/16/22. CED met with the property owner, the design consultant, Township Manager and Zoning Officer on 2/17/23 to review the Zoning Enforcement and SALDO issues and their plans to comply. The Applicant's engineering consultant has submitted a 4/4/23 email including an aerial photo compliance sketch which will require a Grading Plan Application. CED met with Property owner at Township Building on 8/16/23. CED issued a follow-up email to Mr. Crivellaro dated 2/8/24 requesting a mitigation plan submission. CED received a Grading Plan Application on 6/27/24 and we issued a deficiency memo dated 7/19/24. CED and the Zoning Office met on-site with the Applicant and his design consultant on 8/28/24. The Applicant must either resubmit a grading plan to return the site to the originally Approved Development Plan or submit a new SALDO Application. CED visited the site to take photos of the current condition on 8/4/25 and issued a deficiency email to the Zoning Office 8/5/25.

WIL0160 440 Kichline Road – Duka Grading Plan (GR-23-29):

CED reviewed a grading permit application received on 12/20/23 for a new single-family dwelling. The submitted plan for an 8.45-acre parcel at Kichline and Hexenkopf Roads is dated 10/31/23. CED issued a memorandum dated 1/15/24 requesting revisions. CED received a revised grading plan on 4/13/24 and issued Approval recommendation memo with Conditions dated 4/24/24. CED conducted an E&S Inspection on 5/9/24 and provided email approval to move forward. CED received a foundation as-built plan and issued a positive review via email dated 6/27/24. The Applicant requested that CED conduct a site inspection on 12/20/25. CED issued an email dated 12/12/25 listing 8 items to be addressed in the spring of 2026 to complete lawn stabilization.

WIL0165A 40 Hilton St. Hillwood Warehouse Preliminary/Final Land Development Plan (S-24-05):

Colliers Engineering & Design was requested to meet with the Equitable Owner and design consultant on 4/22/24 at the Township Building with the Zoning Officer to review their proposed warehouse land development plan on the Richard Smith properties fronting both Line St. and Hilton St. located north of I-78 and adjacent to the City of Easton. The Township received a Sketch Plan Application for the proposed warehouse located on both 900 Line St. & 40 Hilton St. CED issued a 9/13/24 review memo. CED received a Preliminary/Final Land Development Plan submission on 10/30/24 and issued a 11/14/24 review letter to the PC. The Applicant's Attorney has requested a Continuance from the 11/27/24 ZHB Application. CED issued a Transportation Impact Study Review on 1/9/25. CED received a revised submission package that included an expanded Lot Consolidation Plan of all Richard Smith Line & Belmont Properties subdivided into two parcels. The Applicant submitted a revised package. CED prepared a SALDO review letter dated 2/14/25, which was reviewed at the 2/19/25 PC Meeting. CED and the Township DPW met with the design engineer on 2/28/25 at the Township building and then on-site to investigate sanitary sewer and stormwater conveyance issues. CED met with the Design Engineer via video conference call on 3/24/25 to review proposed stormwater, sanitary sewer, and street improvements at Belmont and Aspen Streets. Dynamic Engineering sent an email dated 5/9/25 to the DPW & CED stating that subsurface utility investigation

was scheduled for 5/14/25. CED attended a stormwater and sanitary sewer design strategy meeting with the Designer and DPW on 8/6/25. CED received a revised SALDO Application Package and provided a review letter dated 8/12/25. The Planning Commission voted to recommend Preliminary Conditional Approval at their 8/20/25 Meeting. Williams Township received positive comments in an email from the City of Easton Planning Director dated 12/4/25. On 12/17/25, the DPW attended a field meeting with UGI regarding gas line replacements along Line, Aspen & Belmont Streets which could impact the proposed Warehouse Improvement and the DPW copied the Design Engineer for the proposed development project. **CED sent UGI the utility plan on 1/9/26. On 1/30/26, the Township Solicitor received a letter stating that the Developer is terminating the current SALDO Application.**

WIL0166: 856 Texas Rd (Previously 2767 Buttermilk Rd) – Frank & Kim Margolis Grading Plan (GR-24-03):
Colliers Engineering & Design received a Grading Plan Application for a single-family home on an 11 Acre flagpole lot dated 2/2/23. The bulk of the property is located in Williams Township, but the proposed driveway access on Buttermilk Road is located in Lower Saucon Township. CED issued a grading plan application review comment memo citing many deficiencies on 5/29/24 including the requirement for a NPDES Permit Application with NCCD. CED issued follow-up email to the Township Zoning Officer 11/11/24. On 12/3/25, CED received a revised Grading Permit application with proposed driveway access to Texas Road. CED issued a review memo dated 12/17/25 listing deficiencies which require NPDES Permit, plan revisions and resubmission.

WIL0172 1280 Cedarville Road – CMG Property Meeting (S-24-09):
The Township Manager, Zoning Officer, Solicitor & CED met with representatives from CMG on 10/22/24. The Twp. processed a RTK request and CED issued a stormwater reply email 11/8/24. CED received a Preliminary/Final Plan Submission package on 3/26/25 and issued a review letter to the Planning Commission dated 4/11/25. CED attended an Applicant requested meeting at the Township Building which was held on 4/29/25 to review the prior Zoning Officer memo and CED letter to the Planning Commission. CED received a Preliminary/Final Plan Submission package on 5/28/25 and issued a review letter to the Planning Commission dated 6/13/25. CED participated in a video conference call with the design engineer on 6/25/25. CED received a revised SALDO Application Package and provided a review letter dated 8/12/25. The Planning Commission voted to recommend Preliminary/Final Conditional Approval at their 8/20/25 Meeting, The BOS granted the same at their meeting of 9/10/25.

WIL0174 250 Browns Drive – David & Lynda Kunsman Grading Plan Application (GR-24-10):
Colliers Engineering & Design received a Grading Permit Application on 10/18/24. CED issued a 11/12/24 review memo listing deficiencies and required revisions to reflect original Subdivision Plans. CED received a revised plan submission on 9/24/25 and provided a review memo listing deficiencies on 10/21/25. The Zoning Office issued the Grading Permit 10/27/25.

WIL0176 25 Bachman Lane – Gallucci Smith – Minor Subdivision Plan (S-24-13):
Colliers Engineering & Design received a Minor Subdivision Plan Application on 12/26/24 which proposes two residential lots totaling 7.56 acres along both the Bachman Lane private access and Durham Road (SR-2003). The existing non-building lot was created as part of a prior 2001 Ernest Bachman Subdivision Plan. CED issued a review letter dated 1/10/25. On 1/15/25 the PC tabled the plan for required revisions and Conditional Use Zoning Hearing. The Applicant resubmitted on 2/25/25. CED issued a PC Review Letter dated 3/13/25 requiring Plan revisions. CED received a positive ZHB decision dated 5/9/25.

WIL0179 580 Cider Press Road – Gregory II and Dominika Chrin Grading Plan (GR-25-01):

Colliers Engineering & Design received a Grading Plan Application for a single-family home on an existing lot on 2/24/25. CED issued a review memo dated 3/19/25 requiring Plan revisions. CED received a revised grading plan on 7/8/25 and provided a memo dated 7/24/25 requesting revisions to the plan. CED received a revised plan submission on 9/15/25 and issued a memo recommending the permit be approved on 9/18/25. The Solicitor issued to the Applicant on 12/18/25 the Stormwater Management Improvements Agreements to be signed and submitted with improvements financial security. **The Signed Stormwater Agreement and Financial Security were received by the Township on 1/16/26.**

WIL0180 360 Hexenkopf Road – Grading Plan (GR-25-06):

CED received a grading permit application for a house, pole barn, and swimming pool on 7/1/25 and provided a review memo citing deficiencies on 7/24/25. CED received a revised application and issued a memo dated 8/27/25 citing deficiencies. CED received a revised application on 9/12/25 and issued a memo dated 9/17/25 recommending that the grading permit be issued.

WIL0182 45 Melchor Drive – Gardner Grading Plan (GR-25-07):

CED received a document submitted for a grading permit application and provided a memo listing deficiencies dated 8/11/25. A resubmission package was received on 12/18/25. **CED issued a memo dated 1/16/26 stating that the submission satisfied the Grading Ordinance requirements.**

WIL0185 2125 South Delaware Drive – Floodplain (S-25-10):

CED received a floodplain determination application for the above property and provided a review memo citing deficiencies on 9/17/25.

WIL0186 85 Melchor Road – DeMartin Pool Grading Plan (GR-25-08):

CED received a grading permit application for the above property and issued a memo recommending that the grading permit be issued on 11/7/25.

WIL0188 1235 Raubsville Road – DiBartola Detached Dwelling Grading Plan (GR-25-11):

CED received a grading permit application for the above in-law suite detached dwelling on 12/10/25. **CED issued a memo dated 1/5/26 citing deficiencies and recommending that the permit application be revised and resubmitted. CED participated in a Teams call on 1/13/26 with Cornerstone Engineering to discuss questions related to the review memo. CED issued a follow-up email dated 1/21/26.**

Memorandum

To: Williams Township Board of Supervisors

From: Ronald B. Madison, P.E.,

Copy: Ronald Check Jr., Grace Industries, Inc.
Todd Burdette, Grace Industries, Inc.
Michelle DiLollo, VerTek Construction Management, LLC
Melody Ernst, Williams Township Manager
Colby S Grim, Williams Township Solicitor

Date: February 06, 2026

Subject: Oakleigh Knoll Major Subdivision – Phase 1
Primrose Glen, LLC Letter of Credit Reduction Request #6
Security Bond No. LICC1175752
Williams Township, Northampton County, PA

Project No.: WIL045 (S-17-11)

Colliers Engineering & Design has received a request for reduction of the Letter of Credit dated 01/16/2026, from Ronald Check Jr. of Primrose Glen, LLC of 7171 Airport Road, Bath, PA 18014, for the Phase 1 Improvements completed to date at the Oakleigh Knoll Major Subdivision Project (25-Lot single-family homes).

The original Development Agreement dated 10/24/2017 was executed by Williams Township and Primrose Glen, LLC of 350 South Main St., Doylestown, PA 18901. The current Letter of Credit for the development improvements security is dated 3/26/2021 from Lexon Insurance Company and lists the Applicant as Primrose Glen, LLC of 350 South Main St., Doylestown, PA 18901.

The latest improvements reduction (#5) is dated 06/20/2025 and was approved by the BOS. The Improvements Security for Oakleigh Knoll was most recently reduced from the previous sum of \$120,948.20 to the currently held amount of \$63,186.35. All paving has been completed in the Land Development Project for Phase 1 and 2 as of early May 2025.

Colliers Engineering & Design has reviewed the original Developer's Improvements Agreement with the solicitor's office and confirmed that the maximum allowed Improvement Security Reduction is 90%. However, the Maintenance Period Security should be 15% of the original improvements sum of \$1,582,212.42, or \$237,331.86. **Therefore, we recommend that the BOS not grant any further security reductions.**

Memorandum

To: Williams Township Board of Supervisors

From: Ronald B. Madison, P.E.,

Copy: Ron Check Jr., Grace Industries, Inc.
Todd Burdette, Grace Industries, Inc.
Michelle DiLollo, VerTek Construction Management, LLC
Melody Ernst, Williams Township Manager
Colby S Grim, Williams Township Solicitor

Date: February 6, 2026

Subject: Oakleigh Knoll Major Subdivision – Phase 2
Primrose Glen, LLC Letter of Credit Reduction Request #4
Security Bond No. LICX1175759
Williams Township, Northampton County, PA

Project No.: WIL0125 (S-21-06)

Colliers Engineering & Design has received a request for reduction of the Letter of Credit dated 01/16/26, from Ronald Check Jr. of Primrose Glen, LLC of 7171 Airport Road, Bath, PA 18014, for the Phase 2 Improvements completed to date at the Oakleigh Knoll Major Subdivision.

The original Development Agreement dated 4/13/2022 was executed by Williams Township and Primrose Glen, LLC of 350 South Main St., Doylestown, PA 18901. The current Site Improvement Bond for the development improvements security is dated 2/1/2022 from Lexon Insurance Company and lists the Applicant as Primrose Glen, LLC of 350 South Main St., Doylestown, PA 18901.

Colliers Engineering & Design (CED) has conducted numerous site visits at the Oakleigh Knoll Construction Project and have reviewed and photo documented the current site conditions in accordance with the following project information:

1. Final Land Development Record Plans dated last revised 4/7/2022;
2. Van Cleef Engineering Associates Site Improvements Cost Estimate dated 7/9/2021;
3. Site Improvement Bond No. LICX1175759 by Lexon Insurance Company dated 2/1/2022;
4. LOC Reduction Request Estimate #4, submitted by Primrose Glenn, LLC, dated 1/16/2026.

All paving has been completed in the Land Development Project for Phase 1 and 2 as of early May 2025. CED conducted our most recent site visit with the Northampton County Conservation District (NCCD) on October 29, 2025. Limited landscaping has been completed in Phase 2 of the Land



Development project. Construction at the stormwater basin has been completed, minimizing the need for any additional E&S measures.

Our assessment of the completed improvements items is provided in the enclosed spreadsheets dated 1/19/2025.

The latest Improvements Security amount of \$558,691.25 was previously reduced to \$415,748.25 in LOC Reduction #3 in June of 2025. Colliers Engineering & Design has reviewed the original Developer's Improvements Agreement with the solicitor's office and confirmed that the maximum allowed Improvement Security Reduction is 90%. However, the Maintenance Period Security should be 15% of the original improvements sum of \$1,484,110.65, or \$222,616.60. Therefore, we recommend that the BOS grant a security reduction to the minimum maintenance period amount. **We recommend the Williams Township Board of Supervisors consider a reduction of the Development Improvements Agreement Security from the current amount of \$415,748.25 Site Improvement Security, less \$214,439.20 to a retained secured amount of \$201,309.05 for the balance of improvements.**

Enclosures: Letter of Credit Reduction Spreadsheet dated 1/19/2026.

"R:\Projects\U-Z\WIL\WIL0125A\Project Information\Construction\LOC Reduction\260206 LOC Reduction-Phase 2.xlsx"



Oakleigh Knoll Cost Reduction Spreadsheet - Phase 2
Dated: 6/30/2025
 Original Cost Estimate provided by Van Cleef Engineering

EROSION CONTROLS	Quantity	Unit	Unit Cost	Est Cost
Concrete Retention Fence	4	EA	\$2,355.00	\$11,550.00
Soil Fence - 18"	1,600	LF	\$2.00	\$3,200.00
Soil Fence - 30"	900	LF	\$3.00	\$2,700.00
Soil Fence - 12"	360	EA	\$4.00	\$1,440.00
Soil Sock 18"	700	EA	\$7.25	\$5,075.00
Soil Sock 24"	1,400	LF	\$17.50	\$24,500.00
Soil Sock 30"	1,400	LF	\$17.50	\$24,500.00
Rock Fibers	2	EA	\$750.00	\$1,500.00
Gravel Stone Filter	40	EA	\$75.00	\$3,000.00
Temporary Seed	420,000	SF	\$1.04	\$43,680.00
Erosion Control Blanket - S75	3,600	SY	\$1.43	\$5,148.00
Erosion Control Blanket - SC250	2,500	SY	\$4.50	\$11,250.00
				\$111,942.00

SITE CLEANING/EXCAVATION/PREPARATION	Quantity	Unit	Unit Cost	Est Cost
Grass/Weed	1	LS	\$43,000.00	\$43,000.00
Tree Clearing	3	AC	\$5,500.00	\$16,500.00
Grub Topsoil	10,700	CY	\$3.43	\$36,701.00
On Site Cuts to Fills	13,400	CY	\$4.50	\$60,300.00
Soil Fills from Stock Piles	1,800	CY	\$4.10	\$7,380.00
Final Grade Road & Aisles	5,720	SY	\$1.00	\$5,720.00
Final Grade Ltd and Easement Areas	24,980	SY	\$7.50	\$187,350.00
Place and Grade Berms on Outer Perimeter Road	1	LS	\$4,400.00	\$4,400.00
Return Topsoil - Easements	3,790	CY	\$4.20	\$15,918.00
				\$264,428.00

STORM SEWER INFILTRATION	Quantity	Unit	Unit Cost	Est Cost
Infiltration Batts	8	EA	\$25,000.00	\$200,000.00
PermeDOT Type M Inlet	18	EA	\$1,800.00	\$32,400.00
PermeDOT Type M Double Inlet	3	EA	\$2,800.00	\$8,400.00
PermeDOT Type C Inlet	18	EA	\$1,500.00	\$27,000.00
PermeDOT Type C Double Inlet	3	EA	\$3,500.00	\$10,500.00
Yard Drains	3	EA	\$1,500.00	\$4,500.00
Injection Batts for HDPE Pipe on Infiltration System Runs	13	EA	\$2,000.00	\$26,000.00
Termination of 8" HDPE for Future Roof Leader Connection with Connection Point for 6" SDR35 Roof Leader	7	EA	\$350.00	\$2,450.00
HDPE - 15" Flared End Sections	2	EA	\$550.00	\$1,100.00
Tap Pipe Above all Flared End Sections	80	SY	\$30.00	\$2,400.00
HDPE - 15"	2,681	LF	\$38.00	\$101,878.00
HDPE - 12"	8	LF	\$25.00	\$200.00
HDPE - 8"	813	LF	\$21.00	\$17,073.00
Drainage Basin for Conversion	1	LS	\$7,000.00	\$7,000.00
Basin Topsoil Earth Bottom and Spillway	400	CY	\$4.50	\$1,800.00
Permanent Seed - Basin Bottom Spillway and Disturbed Area	30,000	SF	\$0.12	\$3,600.00
Erosion Control Blanket - SC250 at Spillway and Disturbed Areas	400	SY	\$4.50	\$1,800.00
Pump/Pump Enclosure and Controller	1	EA	\$61,000.00	\$61,000.00
Allowance for Electrical Service to Controller & Pump Station	1	LS	\$12,000.00	\$12,000.00
Master Pipe and Main Line Piping to Infiltration Field	1	LS	\$33,500.00	\$33,500.00
Head Crossing, Traffic Control PVC Pipe Sleeve	1	LS	\$4,650.00	\$4,650.00
Control Valves, Distribution System	1	LS	\$52,500.00	\$52,500.00
				\$643,861.00

PAVEMENT/CONCRETE	Quantity	Unit	Unit Cost	Est Cost
Orange Safety Fence	12,500	LF	\$2.00	\$25,000.00
Concrete Curb 24"	3,268	LF	\$18.50	\$60,458.00
Concrete Curb 24" - Depressed	240	LF	\$18.50	\$4,440.00
Edgeline Black Curb	113	LF	\$22.00	\$2,486.00
SDAS - 8"	60	LF	\$35.00	\$2,100.00
Base 3A Modified 6" Depth	5,710	SY	\$7.50	\$42,825.00
Base Course 4" of BCBC	5,710	SY	\$15.00	\$85,650.00
Wearing Course - 1.5" of 9.5mm	5,710	SY	\$7.50	\$42,825.00
Traffic and Street Signs	12	EA	\$245.00	\$2,940.00
				\$189,918.00

LANDSCAPE IMPROVEMENTS	Quantity	Unit	Unit Cost	Est Cost
Permanent Seed	224,400	SF	\$1.12	\$25,132.00
Acer Rubrum 2-2.5" CAL	22	EA	\$2,900.00	\$63,800.00
Acer Saccharum 2-2.5" CAL	15	EA	\$310.00	\$4,650.00
Prunus Pennsylvanica Summit 2.5-3" CAL	9	EA	\$235.00	\$2,115.00
Okada Treachthia Pennsylvanica "Shadomaster" 2-2.5" CAL	6	EA	\$315.00	\$1,890.00
Ulmus glabra 2-2.5" CAL	12	EA	\$500.00	\$6,000.00
Quercus Coccinea 2-2.5" CAL	23	EA	\$300.00	\$6,900.00
Zelkova Serotina Green Vase 2-2.5" CAL	12	EA	\$310.00	\$3,720.00
Picea Abies 6-8" HT	12	EA	\$300.00	\$3,600.00
Pseudotsuga Macrocarpa 6-8" HT	10	EA	\$265.00	\$2,650.00
Pinus Strobus 6-8" HT	35	EA	\$315.00	\$11,025.00
Pinus Sargentii Columnar 2-2.5" CAL	2	EA	\$175.00	\$350.00
Berberis Juliana 30-35" HT	11	EA	\$55.50	\$610.50
Cotoneaster Adpressus Prorex #3 GAL	16	EA	\$47.00	\$752.00
Eucynus Alnus Compacta #5 GAL	16	EA	\$47.00	\$752.00
Picea Glauca 6-8" HT	24	EA	\$300.00	\$7,200.00
Viburnum Platanus Tomentosa 3-4" HT	6	EA	\$50.00	\$300.00
Ilex Glabra Shamrock #5 GAL	16	EA	\$55.00	\$880.00
Juniperus Chinensis Sargentii #3 GAL	3	EA	\$47.00	\$141.00
Spirea Thunbergii Yellow Vase 2-2.5" HT	12	EA	\$47.00	\$564.00
Podocypis Terminalis 2" PLUG	2,500	EA	\$2.00	\$5,000.00
				\$88,602.50

WATER SERVICES	Quantity	Unit	Unit Cost	Est Cost
Abandonment of 7 existing wells on property	7	EA	\$1,500.00	\$10,500.00
				\$10,500.00

OVERALL SUBTOTAL \$1,348,155.50

MPC CONTINGENCY - 10% \$134,815.55

ENGINEERING/LEGAL/ADMINISTRATION - 5% \$67,407.78

TOTAL \$1,551,378.83

\$1,494,110.65

Previous LOC Reductions

Per last LOC Reduction on March 12, 2024

Previous % Completed	Completes Reduction Cost	Remaining Improvements
90%	\$10,422.00	\$1,158.00
90%	\$2,882.00	\$320.00
90%	\$2,433.00	\$270.00
90%	\$1,224.00	\$136.00
90%	\$4,928.00	\$551.00
90%	\$15,111.00	\$1,679.00
90%	\$22,656.00	\$2,450.00
90%	\$1,350.00	\$150.00
90%	\$8,820.00	\$982.00
90%	\$15,120.00	\$1,680.00
90%	\$4,636.80	\$515.20
90%	\$11,745.00	\$1,305.00
	\$160,747.80	\$11,194.20

Recommended Reductions per Inspection by Colliers Engineering

Inspected June 27, 2025

% Work Completed Per Request	Total % Work Completed Per Inspection	% Work Completed This Period	Recommended Reduction	Total Remaining Improvements Security
100%	100%	10%	\$1,158.00	\$0.00
100%	100%	10%	\$320.00	\$0.00
100%	100%	10%	\$270.00	\$0.00
100%	100%	10%	\$136.00	\$0.00
100%	100%	10%	\$551.00	\$0.00
100%	100%	10%	\$1,679.00	\$0.00
100%	100%	10%	\$2,450.00	\$0.00
100%	100%	10%	\$150.00	\$0.00
100%	100%	10%	\$982.00	\$0.00
100%	100%	10%	\$1,680.00	\$0.00
100%	100%	10%	\$515.20	\$0.00
100%	100%	10%	\$1,305.00	\$0.00
			\$11,194.20	\$0.00

100%	\$40,000.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$15,500.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$36,380.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$5,668.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$1,380.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$5,720.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$12,470.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$4,400.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$15,918.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
	\$264,428.00	\$0.00				\$0.00	\$0.00

100%	\$200,000.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$32,400.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$8,400.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$27,000.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$10,500.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$4,500.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$26,000.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$2,450.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$1,100.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$2,400.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$109,478.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$200.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$17,073.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$7,000.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$2,000.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$3,600.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$1,800.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$61,000.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$12,000.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$33,500.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$4,650.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$52,500.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
	\$643,861.00	\$193,150.00				\$193,150.00	\$0.00

100%	\$25,000.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$60,458.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$4,440.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$2,486.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$2,100.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$42,825.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$85,650.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$42,825.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
100%	\$2,940.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
	\$289,918.00	\$0.00				\$0.00	\$0.00

45%	\$12,117.60	\$1,681.40	45%	45%	0%	\$0.00	\$14,810.40
0%	\$0.00	\$6,380.00	0%	0%	0%	\$0.00	\$6,380.00
0%	\$0.00	\$5,892.00	0%	0%	0%	\$0.00	\$5,892.00
0%	\$0.00	\$2,450.00	0%	0%	0%	\$0.00	\$2,450.00
0%	\$0.00	\$1,890.00	0%	0%	0%	\$0.00	\$1,890.00
0%	\$0.00	\$3,600.00	0%	0%	0%	\$0.00	\$3,600.00
0%	\$0.00	\$6,900.00	0%	0%	0%	\$0.00	\$6,900.00
0%	\$0.00	\$3,720.00	0%	0%	0%	\$0.00	\$3,720.00
0%	\$0.00	\$3,600.00	0%	0%	0%	\$0.00	\$3,600.00
0%	\$0.00	\$2,650.00	0%	0%	0%	\$0.00	\$2,650.00
0%	\$0.00	\$1,200.00	0%	0%	0%	\$0.00	\$1,200.00
0%	\$0.00	\$550.00	0%	0%	0%	\$0.00	\$550.00
0%	\$0.00	\$810.50	0%	0%	0%	\$0.00	\$810.50
0%	\$0.00	\$752.00	0%	0%	0%	\$0.00	\$752.00
0%	\$0.00	\$840.00	0%	0%	0%	\$0.00	\$840.00
0%	\$0.00	\$7,200.00	0%	0%	0%	\$0.00	\$7,200.00
0%	\$0.00	\$300.00	0%	0%	0%	\$0.00	\$300.00
0%	\$0.00	\$980.00	0%	0%	0%	\$0.00	\$980.00
0%	\$0.00	\$120.00	0%	0%	0%	\$0.00	\$120.00
0%	\$0.00	\$533.00	0%	0%	0%	\$0.00	\$533.00
0%	\$0.00	\$5,000.00	0%	0%	0%	\$0.00	\$5,000.00
	\$12,117.60	\$76,484.90				\$12,095.00	\$66,383.90

100%	\$10,500.00	\$0.00	100%	100%	0%	\$0.00	\$0.00
	\$10,500.00	\$0.00				\$0.00	\$0.00

Required Maintenance Security 15% of Original Improvement Security = \$222,616.60

\$214,439.20

\$0.00

Prepared By: Colby S. Grim, Esquire
GRIM, BIEHN & THATCHER
104 South 6th Street, P.O. Box 215
Perkasie, PA 18944

Return To: Colby S. Grim, Esquire
GRIM, BIEHN & THATCHER
104 South 6th Street, P.O. Box 215
Perkasie, PA 18944

CPN# N9-9-2A-0836

original

**STORMWATER BEST MANAGEMENT PRACTICES
OPERATIONS AND MAINTENANCE AGREEMENT**

THIS AGREEMENT, made and entered into this _____ day of _____, ²⁰²⁶2025, by and between **GREGORY CHRIN II and DOMINIKA CHRIN**, of 1195 Morvale Road, Easton, Pennsylvania 18042, (hereinafter the "Landowner"), and **TOWNSHIP OF WILLIAMS**, a Township of the Second Class with offices located on 655 Cider Press Road, Easton, Northampton County PA 18042, (hereinafter "Municipality");

WITNESSETH

WHEREAS, Landowner is the legal and equitable owner of certain real property located in Williams Township, Bucks County, Pennsylvania, located at 580 Cider Press Road, Williams Township, Northampton County, PA, designated as Northampton County Tax Map Parcel No. N9-9-2A 0836 (the "Property");

WHEREAS, Landowner intends to construct a single family detached dwelling with garage, covered porches, front sidewalk, driveway, pool, patio with connecting sidewalk and equipment pad as well as regrade the area surrounding the proposed dwelling, and install certain Stormwater facilities (e.g., rain garden, culverts and swales) along with miscellaneous erosion and sedimentation control measures;

WHEREAS, the SWM, Erosion Control and Operations and Maintenance Plan prepared by High Northern Terrain Engineering & Surveying, dated June 20, 2025 and last revised September 12, 2025, consisting of three (3) sheets (hereinafter referred to as the "Plan") for the property identified herein, which is on file at the Municipality and made part hereof, as approved by the Municipality, provides for management of stormwater within the confines of the Property through the use of Best Management Practices (BMP's); and

WHEREAS, Township's Engineer issued a review letter dated September 18, 2025 providing that Landowner must comply with certain requirements, including entering into this Agreement;

WHEREAS, the Township and Landowner agree that the health, safety, and welfare of the residents of the Township require that on-site stormwater management facilities be constructed and maintained on the Property; and

WHEREAS, the Township requires, through the implementation of the Plan that stormwater management BMP facilities as required by the Plan and Williams Township Stormwater Management Ordinance be constructed and adequately operated and maintained by Landowner.

NOW, THEREFORE, in consideration of the foregoing premises, the mutual covenants contained herein, and the following terms and conditions, and intending to be legally bound, the parties hereto agree as follows:

1. The Stormwater Management/BMP facilities, and all related appurtenances, as shown on the Plan (the "Stormwater Management/BMP Facilities") and as more fully described and shown in Exhibit "A" attached hereto and incorporated herein, shall be constructed by Landowner in accordance with the terms, conditions and specifications identified in the Plan, all applicable Township ordinances, Township letters and comments (including without limitation the September 18, 2025 letter issued by Colliers Engineering & Design), all easements and deed restrictions, all representations made by Landowner in permit application materials or communications with the Township, Township approvals, stipulations, regulations, resolutions, agreements, requirements and specifications. The Stormwater Management/BMP Facilities are a permanent part of the development and shall not be removed, altered or modified by Landowner.
2. The Property is required to have stormwater facilities. The building plans submitted to the Township shall depict the location of the Stormwater Management/BMP Facilities. The Township may withhold a certificate of occupancy for any building if the Stormwater Management/BMP Facilities have not been constructed in compliance with the Plan.
3. Landowner, therefore, hereby declares that the Property shall be held, conveyed, encumbered, leased, rented, used, occupied and improved subject to the terms of this Agreement which shall run with the land and shall be binding on the Property and all parties having or acquiring any right, title or interest therein, or any part thereof and their successors and assigns. Landowner shall be responsible for the proper maintenance and repair of the Stormwater Management/BMP Facilities.
4. Landowner shall operate and maintain the Stormwater Management/BMP Facilities in good working condition, free of obstruction, debris, deterioration and the like, acceptable to the Township so that they are performing their design functions. Landowner shall comply with the specific operation and maintenance requirements noted on the Plan.
5. Landowner shall inspect the Stormwater Management/BMP Facilities two (2) times a year – once in the spring and once in the fall – and after every major storm to ensure the Stormwater Management/BMP Facilities are operating properly and in accordance with the terms of this Agreement. Landowner shall maintain written records of all such

inspection, along with any repairs and other corrective actions; and shall submit such records to Williams Township upon request.

6. Landowner hereby grants permission to the Township, its authorized agents and employees, to enter upon the Property at reasonable times, such as following a storm of the intensity for which the Stormwater Management/BMP Facilities were designed to control, and to inspect the Stormwater Management/BMP Facilities whenever the Township deems necessary. The purpose of the inspection is to ensure safe and proper functioning of the Stormwater Management/BMP Facilities. The inspection shall cover the entire facilities, berms, outlet structures, pond areas, access roads, etc. When inspections are conducted, the Township shall give Landowner copies of the inspection report with findings and evaluations. Maintenance inspections may be performed in accordance with the following schedule, or upon such other schedule as the Township determines to be appropriate:
 - Twelve (12) months after completion of the Stormwater Management/BMP Facilities and acceptance by the Township,
 - At least once every three (3) years thereafter, and
 - During or immediately upon the cessation of a 100-year or greater precipitation event.

All reasonable costs for said inspections shall be borne by Landowner and payable to the Township.

7. By this document Landowner conveys to the Township an easement and/or rights-of-way in perpetuity that run with the land to ensure access for periodic inspections by the Township and maintenance, if required.
8. In the event Landowner fails to maintain the Stormwater Management/BMP Facilities in good working condition acceptable to the Township, the Township may enter upon the property and take such necessary and prudent action to maintain the Stormwater Management/BMP Facilities and to charge the costs of the maintenance and/or repairs to Landowner. This provision shall not be construed as to allow the Township to erect any structure of a permanent nature on the Property, outside of any easement belonging to the Township. It is expressly understood and agreed that the Township is under no obligation to maintain or repair the Stormwater Management/BMP Facilities, and in no event shall this Agreement be construed to impose any such obligation on the Township.
9. In the event the Township, pursuant to this Agreement, performs work of any nature, or expends any funds in performance of said work for labor, use of equipment, supplies, materials, and the like on account of Landowner's failure to perform such work, Landowner shall reimburse the Township upon demand, within 30 days of receipt of invoice thereof, for all costs incurred by the Township hereunder. If not paid within said 30-day period, the Township may enter a lien against the property in the amount of such costs, or may proceed to recover its costs through proceedings in equity or at law as authorized under the provisions of the Second Class Township Code.

10. The intent and purpose of this Agreement is to ensure the proper maintenance of the Stormwater Management/BMP Facilities by Landowner. This Agreement shall not be deemed to create or effect any additional liability on any party for damage alleged to result from or caused by stormwater runoff.
11. Landowner shall hold harmless, release and indemnify the Township's employees and designated representatives from all damages, accidents, casualties, occurrences or claims which might arise or be asserted against said employees and representatives from the construction, presence, existence, or maintenance of the Stormwater Management/BMP Facilities by Landowner or Township. In the event that a claim is asserted against the Township, its designated representatives or employees, the Township shall promptly notify Landowner and Landowner shall defend, at Landowner's own expense, any suit based on the claim. If any judgment or claims against the Township or its employees or designated representatives shall be allowed, Landowner shall pay all costs and expenses regarding said judgment or claim.
12. In the advent of an emergency or the occurrence of special or unusual circumstances or situations, the Township may enter the Property, if Landowner is not immediately available, without notification or identification, to inspect and perform necessary maintenance and repairs, if needed, when the health, safety or welfare of the citizens is at jeopardy. However, the Township shall notify Landowner of any inspection, maintenance, or repair undertaken within five days of the activity. Landowner shall reimburse the Township for its costs.
13. For the purposes of this Agreement, "Best Management Practice" shall mean activities, facilities, designs, measures or procedures used to manage stormwater impacts from land development, to protect and maintain water quality and groundwater recharge and to otherwise meet the purposes of the Municipal Stormwater Management Ordinance, including, but not limited to, infiltration trenches, seepage pits, filter strips, bioretention, wet ponds, permeable paving, rain gardens, grassed swales, forested buffers, sand filters, and detention basins.
14. For purposes of this Agreement, any reference to "Landowner" shall include Landowner's personal representatives, heirs, assigns, transferees and any other successors in interest, and shall specifically include all future owners of the Property.
15. This Agreement shall be recorded among the land records of Northampton County, Pennsylvania and shall constitute a covenant running with the Property and/or equitable servitude, and shall be binding on Landowner and Landowner's agents, personal representatives, heirs, assigns, transferees and any other successors in interests, in perpetuity.

IN WITNESS WHEREOF, the parties hereto, intending to be legally bound hereby, have set their hand and seal on the day and year first written above:

WILLIAMS TOWNSHIP

(SEAL)

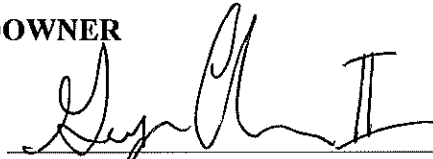
By: _____
Melody Ernst, Manager

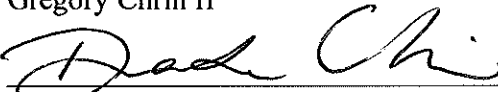
ATTEST:

By: _____
Hannah Warner, Secretary

LANDOWNER

(SEAL)

By: 
Gregory Chrin II

By: 
Dominika Chrin

ATTEST:

By: _____

COMMONWEALTH OF PENNSYLVANIA :
: ss.
COUNTY OF NORTHAMPTON :

On this _____ day of _____, ²⁰²⁶~~2025~~, before me a Notary Public, personally appeared **MELODY ERNST**, known to me (or satisfactorily proven) to be the Manager of Williams Township whose name is subscribed to the foregoing instrument and acknowledged that she executed the same as her free and voluntary act for the uses and purposes therein set forth.

IN WITNESS WHEREOF, I have hereunto set my hand and Notarial Seal.

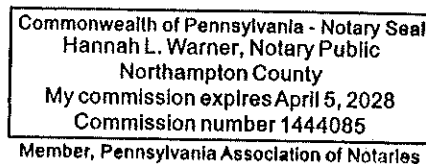
Notary Public (SEAL)

COMMONWEALTH OF PENNSYLVANIA :
: ss.
COUNTY OF NORTHAMPTON :

On this 15 day of January, A.D., ²⁰²⁶~~2025~~, before me, a Notary Public in and for the County of Northampton, Commonwealth of Pennsylvania, the undersigned officer, personally appeared **GREGORY CHRIN II and DOMINIKA CHRIN**, husband and wife, known to me, (or satisfactorily proven) to be the persons whose names are subscribed to the within instrument, and acknowledged, that he executed the same for the purpose therein contained.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

Hannah L. Warner (SEAL)
Notary Public



**WILLIAMS TOWNSHIP
NORTHAMPTON COUNTY, PENNSYLVANIA**

ORDINANCE NO. 2026-01

**AN ORDINANCE OF THE BOARD OF SUPERVISORS OF WILLIAMS
TOWNSHIP, NORTHAMPTON COUNTY, PENNSYLVANIA,
AMENDING THE WILLIAMS TOWNSHIP SUBDIVISION AND LAND
DEVELOPMENT ORDINANCE, CHAPTER 22, REVISING, EDITING
AND REPLACING ATTACHMENT 10 APPENDIX 22-F STREET
CLASSIFICATION MAP**

WHEREAS, the Board of Supervisors of Williams Township (hereinafter the "Board"), a Second Class Township, is authorized by the Second-Class Township Code at 53 P.S. §66516 to regulate the development of land, including subdivision and land development, pursuant to the Pennsylvania Municipalities Planning Code 53 P.S. §10101 et. Seq.;

NOW THEREFORE, The Board of Supervisors of Williams Township, Northampton County, Pennsylvania, and the same is hereby ordained and enacted as follows to wit:

ARTICLE I. Chapter 22 Attachment is revised, edited and replaced as follows:

Chapter 22, Attachment 10, "Appendix 22-F: Street Classification Map" shall be replaced in its entirety with "Exhibit A" attached hereto. The Link for this attachment on the eCode website shall reflect this change.

ARTICLE II. Effective Date.

This Ordinance shall take effect five days after the date of adoption.

DULY ENACTED and ORDAINED as an Ordinance of Williams Township, this _____ day of _____, 2026, by the Board of Supervisors of the Township of Williams, Northampton County, Pennsylvania, and lawful session duly assembled.

**TOWNSHIP OF WILLIAMS
BOARD OF SUPERVISORS**

By: _____
George Washburn, Chair

Raymond Abert, Vice-Chairperson

N. Michael Bryant, Supervisor

Attest:

Hannah Warner,
Township Secretary (Seal)