

MINUTES
Board of Supervisors of Williams Township
Monday, April 6, 2026/7:00 PM

The Board of Supervisors convened for their monthly Meeting. Attendees: Jack Schaeffer, Chairman Supervisor; Thomas Shuttlesworth, Vice-Chairman Supervisor; James Shuttlesworth, Supervisor; Beth Ann Shuttlesworth, Secretary/Treasurer; Solicitor, Joseph Kerwin; State Representative Joe Kerwin; Township Residents: Ivy Drum, Jim Drum, Shelby Machamer, Caleb Machamer; and Brandon Bettinger, representing the Wiconisco Creek Angler's Association.

Special Presentation: Representative Joe Kerwin presented Ivy L. Drum with The Commonwealth of Pennsylvania House of Representatives Citation honoring her for 28 years of distinguished service as the Tax Collector for the Township of Williams from 1997 to 2025.

Meeting Minutes for March 2, 2026, and Treasurer's Report for March – Approved.

Resident/Property Owner Concerns: None mentioned by attendees.

Correspondence: Update from Sewage Enforcement Officer, Brian McFeaters, RE: Gray water issue.

Finished Business:

- Property boundary issues with PA Game Commission - survey conducted; issues are being addressed.
- There were no discrepancies with the Township's 2025 Municipal Annual Audit and the AmTrust Premium Insurance Audit conducted on March 18 and 19, 2026, respectfully.
- The Williamstown Area E.M.S. Annual Membership fee of \$18,850.00 for Township Residents (July 1, 2026 - June 30, 2027). Motion - Jack Schaeffer; Second – Tom Shuttlesworth. Consequently, a letter from the Williamstown Area EMS will be sent to Township resident,
- NFIP Audit 2025 – Stoneroad Iron & Metal, Inc. PennCore Consulting provided the Hydrology & Hydraulic Report on March 27, 2026. In summary, Stoneroad operations do not appear to be within the Flood Hazard Area.
- Board approved proceeding with purchasing a diesel fuel tank for the Township garage.
- Re-hire seasonal/part-time employee, Mark Meloy, at hourly rate of \$16.00; start date of April 13, 2026. Motion - Jack Schaeffer; Second - Jim Shuttlesworth.
- Annual maintenance for Generac System was approved. Lentz Electric will provide this service.
- The quote for installation of concrete pad for diesel fuel tank from Steve Yuslum's Masonry of \$2,100.00. Motion - Jim Shuttlesworth; Second - Tom Shuttlesworth.
- Emergency Road Repair provided by Drum Excavation, Inc., at School Street & Broad Street intersection. Motion - Jack Schaeffer; Second - Tom Shuttlesworth. Paving quote to be provided by Miller Paving and discussed at a future Board Meeting.
- Wiconisco Creek Anglers request for donation of stones/fill at the new walking bridge – total price of \$650.00. Motion - Jim Shuttlesworth to donate \$325.00 to the Association; Second - Tom Shuttlesworth.
- Donation of \$3,000.00, to the Williams Valley School District to "Restore Stadium Lighting." Motion – Tom Shuttlesworth; Second – Jack Schaeffer.

Unfinished Business:

- Material containment blocks – need to decide where to position these blocks.
- Tree trimming at road areas withing the Township. Tom Shuttlesworth is coordinating with Drum.
- Awaiting quotes for awnings and gutters at Township Municipal Building.
- Awaiting quotes for updating camera system at Township Municipal Building and complex.
- Awaiting draft Ordinance – Campers/RVs not a permanent residence.

There being no further business to discuss, motion by Jim Shuttlesworth, seconded by Tom Shuttlesworth, to adjourn the meeting at approximately 7:30 PM.