

CLAY TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
February 10, 2020

The Supervisors of Clay Township met on a regularly scheduled meeting date of February 10, 2020, at the Clay Township Municipal Office, 870 Durlach Road, Stevens, Pennsylvania, at a time and place duly established to hold such a meeting, and advertised and posted in accordance with the Second Class Township Code and the Sunshine Law.

Supervisors present were Tim Lausch, Chairman, Keith Martin, Vice-Chairman and Gary Landis, Secretary.

Also, present was Bruce Leisey, Township Manager and Jennifer Mejia of Mejia Law Group, Township Solicitor.

Also attending were those listed on the meeting attendance sheet, which is attached to these Minutes.

Tim Lausch called the Meeting to order at 6:40 p.m.

Meeting Minutes

Keith Martin made a motion, seconded by Gary Landis to approve the January 6, 2020 meeting minutes with the addition of “AM” on page 5 under Meeting Schedule for Board of Supervisors 2nd Monday Meeting. * The motion was unanimously approved.

Gary Landis made a motion, seconded by Keith Martin to approve the January 13, 2020 meeting minutes. * The motion was unanimously approved.

Treasurer’s Report

Keith Martin made a motion, seconded by Gary Landis to approve the Treasurer’s Report for the month of January 2020. * The motion was unanimously approved.

Visitors

1. Chief Steffen – NLCRPD Annual Update

Chief Steffen updated the Board of Supervisors on the recent activities of the NLCRPD. Chief Steffen said the agency has recently posted policies, monthly reports and statistics on its web site. Chief Steffen stated that the body camera roll-out has been completed.

2. Paul Moore – EASD School Resource Officer

Officer Moore updated the Board of Supervisors on his activities over the past year.

Keith Martin asked Officer Moore what the breakdown is of time spent interacting and training with students versus staff.

Officer Moore did not have that data available at this time.

3. Marc Startoni – Relief from Private Street Regulations

Marc Startoni and his attorney Colin Zimmerman, Esquire, reviewed their request with the Board of Supervisors. Mr. Startoni purchased a land locked parcel of land off Laurel Drive. The previous owner of the tract, Leroy Zimmerman, recently recorded an Access Easement to serve up to 5 lots including Mr. Startoni's before recording the new deed.

A common access driveway with more than 2 users is a violation of the Clay Township SALDO ordinance.

Mr. Startoni is seeking relief from the Board of Supervisors to allow up to 3 users for the proposed common driveway.

The Board of Supervisors expressed concerns that additional land locked lots located in the area will request to use the shared driveway in the future causing an unsafe condition.

After a lengthy discussion on concerns with the ability of emergency response agencies being able to access the proposed common driveway due to its length, grade, width and stone construction the Board of Supervisors and Mr. Startoni agreed to the following.

Keith Martin made a motion, seconded by Gary Landis to approve relief from Section 602.u.5 to allow a common driveway to provide access to up to 3 lots or units of occupancy. This relief is contingent on Township receipt of written approval from the Durlach Mt Airy Fire Chief stating the proposed construction of the driveway is sufficient for fire apparatus to safely travel on, and the inclusion of written language in the easement agreement stating that access to lot 3 or 4 will only be allowed if both lots are joined into 1 lot. The lot configuration considered by the Board is shown on the drawing included in the meeting agenda. * The motion was unanimously approved.

4. 265 N Clay Rd – Relief from Driveway Access and Safe Sight Distance Requirements

Bruce Leisey informed the Board of Supervisors of an initial request from Dustin Hurst, 265 N Clay Rd to relocate his driveway to the southern end of his property. Mr. Hurst stated that this request would improve the safe sight distance of his driveway that does not currently meet the requirements.

Mr. Hurst subsequently modified his request to instead seek permission to remove the current driveway and install a new driveway. The proposed new driveway will not meet safe sight distance requirements but will be an improvement of the distance of his current driveway.

Gary Landis made a motion, seconded by Keith Martin to approve installation of new driveway entrance onto North Clay Road at a location of the farthest south point on Mr. Hurst's property as feasible and in compliance with the Township's regulations and contingent on removal of the existing driveway. * The motion was unanimously approved.

Engineer's Report

1. Clay Book Store – Request for Waiver of Land Development

This item was tabled until the next meeting, there was no Representative of Clay Book Store present at meeting.

2. Gary Martin – Request for Waiver of Land Development

Gary Martin, Owner reviewed the request with the Board of Supervisors. Mr. Martin owns a plumbing, heating and air conditioning repair and installation business. Mr. Martin would like to construct a 40' X 96' addition to an existing storage building located on Norma Martin's (Mother) property located at 180 Woodcorner Road, Lititz. The building would be used for warehousing and storage of supplies used for the business. The lot is zoned LI. Mr. Martin's business consists of himself and his sons. There would be no retail sales on site and traffic would be mainly limited to materials coming in from supplies and work trucks coming and going to job sites.

Keith Martin made a motion, seconded by Gary Landis to approve the request for waiver of Land Development contingent on compliance with the information presented at the meeting. * The motion was unanimously approved.

3. Stephen Martin – Time Extension Request

Bruce Leisey reviewed the time extension request with the Board of Supervisors.

Gary Landis made a motion, seconded by Keith Martin to approve the time extension request to act on the Sewer Planning Module and LD Plan. * The motion was unanimously approved.

4. Woodcorner Properties – Time Extension Request

Bruce Leisey reviewed the time extension request with the Board of Supervisors.

Keith Martin made a motion, seconded by Gary Landis to approve the time extension request to act on the LD Plan. * The motion was unanimously approved.

Old Business

1. Wildflower Pond Follow Up

Bruce Leisey informed the Board of Supervisors that Bob Lynn has not inspected the level spreader to determine its functionality, but it is on the schedule.

2. PA DEP Grant Update

Bruce Leisey informed the Board of Supervisors that the farmer education meeting is scheduled for March 5, 2020 and individual farm visits will be in the next few weeks.

New Business

1. Approve Mobile Home Park Permits for 2020

Bruce Leisey and Tom Zorbaugh reviewed the permits with the Board of Supervisors.

Gary Landis made a motion, seconded by Keith Martin to approve renewal of Mobile Home Park Permits for Blue Bell Mobile Home Park, Clay School Acres, Country Lane Village, Countryside Enterprises Mobile Home Park, Meadow Valley Estates North, Valley View I & II and Victoria Manor Mobile Home Park. * The motion was unanimously approved.

Red Maple Mobile Home Park will receive a 6-month temporary operating permit during which time, Tom Zorbaugh will revisit and determine if all deficiencies are corrected.

2. Request for Fire Police Assistance for Penryn Fire Co Mud Sale

After review, Keith Martin made a motion, seconded by Gary Landis to authorize the Durlach Mt Airy Fire Company to provide fire police assistance at the Penryn Fire Co Mud Sale on Friday, March 20, 2020 and Saturday, March 21, 2020. * The motion was unanimously approved.

Executive Session

Gary Landis made a motion, seconded by Keith Martin to enter into Executive Session at 9:17 pm to discuss potential litigation and personnel issues. * The motion was unanimously approved.

Keith Martin made a motion, seconded by Gary Landis to exit Executive Session at 10:12 pm. * The motion was unanimously approved.

There was discussion on personnel issues, the proposed Ephrata Borough Sewer Service Agreement renewal, Building Lease Agreements with NLCRPD and Municipal Liens for 2019 services.

Keith Martin made a motion, seconded by Gary Landis to authorize Mejia Law Group to file liens for unpaid 2019 sewer fees for 860 Hopeland Road and unpaid 2019 streetlight assessment for 207 Roosevelt Circle and 235 Jefferson Drive. * The motion was unanimously approved.

Keith Martin made a motion, seconded by Gary Landis to authorize staff to attend Stop the Bleed training at Elizabeth Township at a date to be determined.

Keith Martin made a motion, seconded by Gary Landis to authorize an increase of 3% in pay compensation for Mike Boyer for GPS work effective January 1, 2020 (new rate will be \$18.54). * The motion was unanimously approved.

Bills to be Paid

General Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the General Fund bills totaling \$151,135.49 for the month of January. * The motion was approved unanimously.

Rec Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the Recreation Fund bills totaling \$1,460.20 for the month of January. * The motion was approved unanimously.

Sewer Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the Sewer Fund bills totaling \$4,941.29 for the month of January. * The motion was approved unanimously.

Reports for the Month

1. Chief of Police / Police Department
2. Fire Companies / Ambulance
3. Planning Commission Minutes
4. Solicitor's Report
5. Engineer's Report
6. Manager's Report
7. Road Master's Report
8. Zoning Officer's Report

Adjournment

Gary Landis made a motion, seconded by Keith Martin, to adjourn the meeting at 10:15 P.M. * The motion was approved unanimously.

Clay Township Board of Supervisors

Timothy Lausch, Chairman

Keith Martin, Vice Chairman

Gary Landis, Secretary