

CLAY TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
February 8, 2016

The Supervisors of Clay Township met on a regularly scheduled meeting date of February 8, 2016, 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 Timothy Lausch, Chairman and Keith Martin, Vice-Chairman. Gary Landis, Secretary was absent due to a work related commitment.

Clay Township employee present was Bruce Leisey, Township Manager. Also present was Robert Lynn of Hanover Engineering, Inc., Township Engineer and Jennifer Mejia of Shirk and Mejia, Township Solicitor.

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

Timothy Lausch called the Meeting to order at 7:02 p.m.

Meeting Minutes

Keith Martin made a motion, seconded by Tim Lausch to approve the January 4, 2016 meeting minutes as printed in the February 8, 2016 agenda. * The motion was approved unanimously.

Keith Martin made a motion, seconded by Tim Lausch to approve the January 11, 2016 meeting minutes as printed in the February 8, 2016 agenda. * The motion was approved unanimously.

Treasurer's Report

Keith Martin made a motion, seconded by Tim Lausch, to approve the Treasurer's Report for the month of January, 2016. *The motion was approved unanimously.

Visitors

1. Levi Zimmerman – Relief from Wall Height

Levi Zimmerman, 380 Durlach Road, requested relief from Chapter 10, Section 104.A of the Clay Township Code of Ordinances to install a 5' high wall with a 2' railing in the front yard. The wall will be used to enclose an area to transfer cattle from his barn to pasture. Mr. Zimmerman meets all other requirements for the installation of the wall.

Keith Martin made a motion, seconded by Tim Lausch to approve Mr. Zimmerman's request to install a 5' high wall with a 2' railing in the front yard. * The motion was approved unanimously.

Engineer's Report

1. Premier R&G Properties – Waiver of Land Development Request

Bob Lynn reviewed the plan and the Hanover Engineering review letter dated February 8, 2016 with the Board of Supervisors.

The Developer is requesting a waiver of land development to remodel a barn building at 2059 West Main Street into a 4 unit apartment. The remodel will consist of 1 unit in the lower level and 3 units on the second floor. The construction of the units will be within the existing walls of the building and will not be any larger than what exists currently. Public water and sewer are available. The parking area coverage and impervious area will expand by only 292 sf, as depicted on the drawing.

Glenn Hursh, 515 Clearview Road, asked if the units will be for residents or storage.

Rick Stauffer, Developer, stated that the building will be residential living units. Total of 4 units.

Ralph Kurtz, 145 Durlach Road, asked what the property is zoned.

Tim Lausch stated that the property is zoned R-2.

Glenn Hursh asked how many access drives there would be onto to RT 322.

Rick Stauffer stated that only the current access drive would be used.

Marlene Rutt, 2063 W Main St, had concerns with additional impervious.

Bruce Leisey stated that on 292 sf additional impervious will be added with the barn building remodel. The project will qualify for a stormwater exemption and should not have an impact on neighboring property owners.

Keith Martin made a motion, seconded by Tim Lausch to approve the waiver of land development request contingent on compliance with the Hanover Engineering letter dated 2/8/16. * The motion was approved unanimously.

Visitors – Con't

2. Brickerville Ambulance – Endorse Northwest as EMS Provider for Brickerville Ambulance service area

Matt Shirk informed the Board of Supervisors that the Brickerville Ambulance Association has been serving its service area since the late 1950's and is struggling to maintain its volunteer staffing. Currently the Association is providing paid staffing during the day time hours and is not able to recruit volunteers for evening hours and it is simply too costly to provide 24/7 paid staffing. The Association sent out proposals for similar ambulance service to different agencies and Northwest EMS was the only response received.

Northwest EMS Inc. will:

- Supply a 24/7 MICU unit in Brickerville and after 2 years NWEMS will do a feasibility evaluation of what serves the community most effectively. NWEMS will cover BLS and ALS calls that Brickerville Fire Company Ambulance currently serves in Elizabeth and Clay Townships including the PATP. Please note this is contingent on the area that Brickerville Fire Company Ambulance currently runs is recognized as NWEMS running district. Please note also if emergency staffing issues occurs the unit might go to a BLS unit for a time.

Northwest EMS is requesting Brickerville Fire Company Ambulance to approach Elizabeth and Clay Townships to request that NWEMS be recognized as the EMS agency to run the current Brickerville Fire Company Ambulance district in Elizabeth and Clay Townships and request the municipalities to create a line item in their annual budget to financially support NWEMS with a yearly donation toward their operating costs.

It was discussed that the current donation to Brickerville Fire Company Ambulance is \$4,000. This amount was acceptable to Northwest EMS.

Keith Martin made a motion, seconded by Tim Lausch to authorize transfer of the Brickerville Fire Company Ambulance running area in Clay Township for EMS to Northwest EMS effective upon written request from Brickerville Fire Company Ambulance. * The motion was unanimously approved.

Engineering – Con't

2. Clay School Road Apartments – Time Extension Request

After review, Keith Martin made a motion, seconded by Tim Lausch to approve the 120 day time extension request from Blue Lake Builders to take action on the Clay School Road Apartments project. * The motion was unanimously approved.

3. Christian Landis – Traffic Study Timeline

Hanover Engineering will be conducting the study. The cost of the study will be paid by Christian Landis. The tentative start date is March 2016 or when the weather is conducive to complete the study. * The motion was unanimously approved.

Old Business

1. Appoint Planning Commission Members and Zoning Officer

Bruce Leisey said that he and Tim Lausch are conducting preliminary interviews currently for the Zoning Officer position and will complete interviews for Planning Commission Members once the Zoning Officer position has been filled.

New Business

1. Approve Resolution to Participate in Co-Operative Bidding

Keith Martin made a motion, seconded by Tim Lausch to adopt Resolution: R020816 to participate in co-operative bidding for ultra-thin friction coarse seal coating and line painting. * Motion was unanimously approved.

2. Appoint Safety Committee Members

Keith Martin made a motion, seconded by Tim Lausch to appoint Earl Stauffer, Bruce Leisey and Gary Landis as representatives on the Clay Township Safety Committee. Keith Martin was appointed as an alternative member. * The motion was unanimously approved.

3. FEMA Flood Plain Ordinance Update

Bruce Leisey informed the Board of Supervisors that Lancaster County Planning Commission has received the proposed ordinance and the Township is waiting for review and comments for PA DCED.

Executive Session

Keith Martin made a motion, seconded by Tim Lausch to enter into Executive Session at 8:45 PM to discuss potential litigation and property maintenance violation. * The motion was unanimously approved.

Keith Martin made a motion, seconded by Tim Lausch to exit Executive Session at 9:03 PM. * The motion was unanimously approved.

Keith Martin made a motion, seconded by Tim Lausch to authorize the Township Solicitor to proceed to file municipal liens for unpaid sewer usage fees on properties located at 920 Hannah Drive, Lititz and 645 Hopeland Road, Lititz. * The motion was unanimously approved.

Township Staff informed the Board of Supervisors that a warrant has been issued against the property owners of 670 Ridgeview Drive for violations of the Clay Township Property Maintenance Code of Ordinance.

Bills to be Paid

General Fund

Keith Martin made a motion, seconded by Tim Lausch, to approve the General Fund bills totaling \$139,604.38 for the month of January. * The motion was approved unanimously.

Rec Fund

Keith Martin made a motion, seconded by Tim Lausch, to approve the Recreation Fund bills totaling \$413.37 for the month of January. * The motion was approved unanimously.

Sewer Fund

Keith Martin made a motion, seconded by Tim Lausch, to approve the Sewer Fund bills totaling \$2,900.00 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. DMR
4. Planning Commission Minutes
5. Engineer's Report
6. Manager's Report
7. Zoning Officer's Report
8. Road Master's Report

Adjournment

Keith Martin made a motion, seconded by Tim Lausch, to adjourn the meeting at 9:15 P.M. *The motion was approved unanimously.

Clay Township Board of Supervisors

Timothy Lausch, Chairman

Keith Martin, Vice Chairman

ABSENT

Gary Landis, Secretary