

CLAY TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING MINUTES  
July 11, 2022

The Supervisors of Clay Township met on a regularly scheduled meeting date of July 11, 2022, 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, Wendy Hackman, Administrative Assistant, Bob Lynn of Hanover Engineering, Township Engineer 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**

Gary Landis made a motion, seconded by Keith Martin to approve the June 13, 2022, 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 June 2022. \* The motion was unanimously approved.

**Visitors**

None

## **Engineer's Report**

### 1. 94 W Burkholder Drive – Lot Add-On Plan

Bruce Leisey and Bob Lynn reviewed with plan with the Board of Supervisors.

Curtis and Cynthia Weaver are planning to add 0.872 acres to their lot at 95 W Burkholder Drive from adjoining lands to the west of Jay Paul & Jeanette Hursh (185 W Burkholder Drive). Additionally, they would like to add 0.076 acres from other adjoining lands of Jay Paul Hursh & Jeanette Hursh to the east (Wood Corner Road lot). The remaining lands of Jay Paul & Jeanette Hursh at 185 W Burkholder Drive would be +/- 63.7 acres and +/- 35.33 acres at the Wood Corner Road lot. The Weaver's resultant Lot at 95 W Burkholder Drive would be 2 acres.

Gary Landis made a motion, seconded by Keith Martin to approve the plan contingent on compliance with the Hanover Engineering letter dated 6/24/2022. \* The motion was unanimously approved.

### 2. Marlin & Wanda Martin SWM Plan – 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 60-day time extension request to render a decision on the plan. \* The motion was unanimously approved.

### 3. New Enterprise Stone – Request for Payment

Bruce Leisey reviewed the invoice with the Board of Supervisors. The milling, paving and marking was completed on Hackman Road. A section of the work completed was done on a part of Hackman Road that is located in Ephrata Township and they will reimburse Clay Township in the amount of \$21,714.52.

Gary Landis made a motion, seconded by Keith Martin to approve payment of the New Enterprise Stone invoice from the Liquid Fuel fund in the amount of \$205,178.20. \* The motion was unanimously approved.

## **Old Business**

### 1. Durlach Road and Woodcorner Road Intersection

Bruce Leisey and Bob Lynn informed the Board of Supervisors that the existing ROW and additional ROW are currently marked on the selected properties. Bob is working to mark the edge of pavement on those properties also. Once that marking has been completed, Bruce and Bob will schedule meetings with the property owners to review.

## **New Business**

### 1. Renew PennDot Municipal Snow Removal Agreement

After discussion, Keith Martin made a motion, seconded by Gary Landis to approve renewal of the PennDOT Municipal Snow Removal Agreement in the amount of \$19,185.13. \* The motion was unanimously approved.

### 2. Approve Advertising of Public Hearing Regarding the Proposed Incorporation of a Joint EMS Authority

Bruce Leisey and Keith Martin reviewed with the Board of Supervisors. Bruce said the hearing is for all residents to attend and gather information regarding the proposed incorporation of a joint municipality authority to administer emergency medical services.

Bruce and Keith explained that this hearing does not bind the Township into participation into the authority and that the Township is still in the information gathering process regarding participation.

Jennifer Mejia said that there will be a public discussion scheduled by Clay Township prior to a final decision being made.

Gary Landis made a motion, seconded by Keith Martin to approve advertising of the public hearing on August 31, 2022, at 7:00 pm to be held at the Chiques Church, 4045 Sunnyside Road, Manheim. The advertising will be a joint notice for all 11 participating municipalities. \* The motion was unanimously approved.

### 3. Review Draft of Comcast Franchise Agreement

Jennifer Mejia informed the Board of Supervisors that she is currently working on an updated draft agreement. She is working on comparing the draft agreement with our current Franchise Agreement with Blue Ridge CATV.

After discussion, Keith Martin made a motion, seconded by Gary Landis to authorize Jennifer Mejia to forward the draft proposed agreement to Comcast for their review and comment and then report back to the Board of Supervisors. \* The motion was unanimously approved.

### 4. Approval to Apply for Lancaster County Commissioners ARPA Funds Grant

Bruce Leisey reviewed the grant opportunity with the Board of Supervisors. Bruce explained that a grant application could be submitted to offset the cost of the Township's Pollution Reduction program requirements. There was discussion on where and how the potential funds received could be utilized in the Township.

After discussion, Gary Landis made a motion, seconded by Keith Martin to authorize Hanover Engineering to prepare and submit a grant application on behalf of the Township. The cost of preparation will be approximately \$2,500. \* The motion was unanimously approved.

Keith Martin asked if the Township should consider sharing some of the Township's ARPA funds received with local environmental groups. Bruce Leisey will gather some potential local organizations names and share them with the Board of Supervisors.

## **Reports for the Month**

### **Zoning Officer**

Tom Zorbaugh updated the Board of Supervisors on several zoning issues that he is working on with residents.

## **Bills to be Paid**

### **General Fund**

Keith Martin made a motion, seconded by Gary Landis, to approve the General Fund bills totaling \$24,153.57 for the month of June. \* The motion was approved unanimously.

### **Rec Fund**

Keith Martin made a motion, seconded by Gary Landis, to approve the Recreation Fund bills totaling \$1,255.24 for the month of June. \* The motion was approved unanimously.

### **Sewer Fund**

Keith Martin made a motion, seconded by Gary Landis, to approve the Sewer Fund bills totaling \$4,256.20 for the month of June. \* The motion was approved unanimously.

### **Liquid Fuel Fund**

Keith Martin made a motion, seconded by Gary Landis, to approve the Liquid Fuel Fund bills totaling \$177,587.56 for the month of June. \* The motion was approved unanimously.

**Executive Session**

Gary Landis made a motion, seconded by Keith Martin to enter into Executive Session at 8:48 P.M. to discuss Personnel Issues and Potential Litigation. \* The motion approved unanimously.

Keith Martin made a motion, seconded by Gary Landis to exit Executive Session at 9:40 P. M. \* The motion was approved unanimously.

There was discussion on the invoice from Martin Paving for oil and chip work completed.

There was discussion on the paid suspension of public works employee Donald Moyer Jr.

Keith Martin made a motion, seconded by Gary Landis to extend the paid suspension for public works employee, Donald Moyer Jr. through August 9, 2022. \* 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 9:44 P.M. \* The motion was approved unanimously.

Clay Township Board of Supervisors

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Timothy Lausch, Chairman

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Keith Martin, Vice Chairman

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Gary Landis, Secretary