

**CLAY TOWNSHIP BOARD OF SUPERVISORS**  
**MEETING MINUTES**  
**November 10, 2014**

The Supervisors of Clay Township met on a regularly scheduled meeting date of November 10, 2014, 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; Keith Martin, Vice Chairman. Gary Landis, Secretary, was not present due to employment obligations.

Also present were Robert Lynn of Hanover Engineering, Inc., Township Engineer and Jennifer Mejia of Shirk & Mejia, Township Solicitor. Bruce Leisey, Township Manager, was out of town and therefore not present.

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

Timothy Lausch called the Meeting to order at 7:01 p.m.

**Meeting Minutes**

Review of the October 13, 2014 meeting minutes was deferred until the November meeting due to the fact that Supervisor Lausch was not present at the October meeting and to give Supervisor Landis an opportunity to review and comment on the proposed Minutes.

**Treasurer's Report**

The Treasurer's Report for the month of October 2014 was tabled until the November meeting.

**Visitors**

None.

**Engineer's Report**

1. Jay Paul Hursh — Escrow Release Request

Mr. Hursh's original request was dated August 14, 2014, with a time extension dated October 13, 2014. Keith Martin made a motion, seconded by Tim Lausch to approve an escrow release in the

amount of \$68,223.75, based upon the November 10, 2014 letter from Hanover Engineering. \* The motion was unanimously approved.

2. Glen and Carolyn Martin – Land Development Plan

Robert Lynn, Hanover Engineering, reviewed the plan with the Board of Supervisors.

Keith Martin made a motion, seconded by Tim Lausch to approve the Cost Opinion contingent on compliance with Hanover Engineering’s letter dated October 24, 2014. \* The motion was unanimously approved.

Jennifer Mejia, Shirk & Mejia, discussed her review of the Stormwater Management Agreement; Memorandum of Understanding for Developer’s Improvement Guarantee; and Land Development Agreement, and recommended approval of the documents. Keith Martin made a motion, seconded by Tim Lausch to execute the documents. The motion was unanimously approved.

**Old Business**

1. Discussion on Notice of Violation dated October 17, 2014, from DEP for Hopeland Sewer Plant

Keith Martin made a motion, seconded by Tim Lausch, to authorize Bob Lynn of Hanover Engineering Associates to contact Brian Norris of Clean Water, Inc., Hopeland Plant Operator regarding the required submission of additional documentation. The motion was unanimously approved.

**New Business**

1. Loyalty Oath to Fire Police

Supervisor Lausch administered the Loyalty Oath to the following Fire Police.

***[Bruce — Note I don’t have the list of New Fire Police. I can tell you from the original list, Glenn Hursh and Brian Gladfelter were not present.]***

***[Insert names]***

Fire Police provided an update to the Board regarding the benefits received from attendance at the Fire Police Course. It was also mentioned that the Department received Federal Grants to purchase new gear.

## 2. Park and Recreation Board

Phil DeVirgilis was at the Meeting to be sworn in as a Fire Police and later reported on improvements to Snyder Park for the prices for the pavilion, stating, “prices have been all over the board.”

Grant status with State – State came through and looked at the site. Need additional benches for accessibility.

Spoke to Beth Hildebrand at DCNR. DCNR wants restrooms on playground side: one unisex, mens, and womans.

Pennsylvania Power & Light was to come in. That did not happen yet. Need to trench in from mobile home park.

Next Park & Recreation meeting is the first Tuesday in December (December 2).

### **Executive Session**

Keith Martin made a motion, seconded by Tim Lausch to enter into Executive Session at 8:00 p.m. to discuss potential litigation issues. \* The motion was unanimously approved.

Keith Martin made a motion seconded by Tim Lausch to exit Executive Session at 8:15 p.m. \* The motion was unanimously approved.

Keith Martin made a motion, seconded by Tim Lausch to authorize the Township Engineer to meet with Ephrata Borough to confirm Borough’s agreement with 322 expansion area and to authorize the Township Solicitor to prepare a Declaration to be used for any property that may not be included in expansion at this time, so that the Township has for future reference Owner’s recorded Acknowledgment that hook up may be required in the future, as the Township requires.

### **Bills to be Paid**

#### **General Fund**

Keith Martin made a motion, seconded by Tim Lausch, to approve the General Fund bills totaling \$24,240.27 for the month of October. \* The motion was approved unanimously.

#### **Rec Fund**

Keith Martin made a motion, seconded by Tim Lausch, to approve the Recreation Fund bills totaling \$238.26 for the month of October. \* The motion was approved unanimously.

#### **Sewer Fund**

Keith Martin made a motion, seconded by Tim Lausch, to approve the Sewer Fund bills totaling \$4,947.25 for the month of October. \* The motion was approved unanimously.

**Reports for the Month**

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

**Adjournment**

Keith Martin made a motion, seconded by Tim Lausch, to adjourn the meeting at 8:20 p.m. \*The motion was approved unanimously.

**CLAY TOWNSHIP BOARD OF SUPERVISORS**

\_\_\_\_\_  
Timothy Lausch, Chairman

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A. Keith Martin, Vice-Chairman

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[Not Present]  
Gary Landis, Secretary