

CLAY TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
November 8, 2021

The Supervisors of Clay Township met on a regularly scheduled meeting date of November 8, 2021, 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, 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 6:31 p.m.

Meeting Minutes

Keith Martin made a motion, seconded by Gary Landis to approve the October 11, 2021 meeting minutes. * The motion was unanimously approved.

Treasurer's Report

Gary Landis made a motion, seconded by Keith Martin to approve the Treasurer's Report for the month of October 2021. * The motion was unanimously approved.

Visitors

1. Gary Zent, Red Maple Mobile Home Park Lot 11

Mr. Zent voiced concerns with the water pressure in his home at the Red Maple Mobile Home Park. The water pressure has been low for the past 1-1/2 years but in the past few months it has been extremely low.

Bruce Leisey and Tim Lausch informed Mr. Zent that they are aware of the problem and are working with the owner of the park to diagnose the problem and correct it.

Tim Laush informed the Board of Supervisors and audience he was at the site and met with Mr. Zent and the park owner and that he is working with the owner on a plan of action to correct the issue.

Engineer's Report

1. Stephen Martin – As-Built Plan Approval and Escrow Release

Approval on the As-Built Plan was tabled due to corrective action needed per the Hanover Engineering letter dated 11/4/21.

Keith Martin made a motion, seconded by Gary Landis to release escrow in the amount of \$23,578.74 retaining a balance of \$12,877.59. * The motion was unanimously approved.

2. Blue Bell Mobile Home Park – Time Extension Request

Township Staff reviewed the time extension request with the Board of Supervisors. The Developer requested a time extension after a meeting on site with Township Staff and neighbors to revise the plan.

Gary Landis made a motion, seconded by Keith Martin to approve the time extension request until 2/15/22. * The motion was unanimously approved.

3. Clayland Sketch Plan

Craig Smith, RGS Associates, reviewed the sketch plan with the Board of Supervisors.

The project proposes 160 multi-family apartments units, as permitted by Special Exception within the R-2 zoning district, to be contained within eight buildings. Access will be provided via a new entrance onto Clay School Road and a connection to Mt. Olive Lane.

Developer states that in order to most efficiently utilize the property while maximizing the amount of green and open space, the plan proposes apartment buildings that do not technically comply with current ordinance requirements. First, Section 305.B.2.b requires that an apartment building contains no more than 12 units per building. The buildings shown on the sketch plan contain 20 units per building. Second, Section 305.C.5.b requires a maximum building height of 25 feet. The height of the buildings shown on the sketch plan are intended to be a maximum of 45 feet.

Developer told the Board that if 12-unit buildings were used at a maximum height of 25 feet, to accommodate roughly the same number of units as proposed on the sketch plan, there would be the need for 13 buildings rather than the 8 buildings proposed on the sketch plan. The lesser number of buildings allows for the construction of a clubhouse and a substantial central green area

that will greatly enhance the recreational opportunities and overall aesthetics of the proposed apartment community.

After discussion, the Board of Supervisors was receptive to the higher building height from 25 feet to 45 feet and the units per building from 12 to 20. The Board of Supervisors made this statement after reviewing a proposed drawing showing the lower maximum height of 35 feet at the end units and with a maximum 45 feet height in the center of the structure. The design was an important factor.

The Board of Supervisors suggests the Developer proceed with discussions with Township Staff to draft a text amendment for the Planning Commission to review.

The Board of Supervisor's statement is not a guarantee of Plan approval.

4. Woodcorner Properties – Approve As-Built Plan and Escrow Release

Approval on the As-Built Plan was tabled due to corrective action needed per the Hanover Engineering letter dated 11/5/21.

Keith Martin made a motion, seconded by Gary Landis to release escrow in the amount of \$169,879.50 retaining a balance of \$13,350.00. * The motion was unanimously approved.

Old Business

1. HomeTowne Square – Walking Trail

Jennifer Mejia, Township Solicitor, informed the Board of Supervisors and audience that Landmark is willing to install signs informing pedestrians of the rules/regulations for the trail.

There was discussion between the HOA, Township Staff and Board of Supervisors regarding the language to be printed on the signs.

2. 408 Flaxen Lane – Notice of Violation

Bruce Leisey informed the Board of Supervisors that the grass has been cut and the vehicle parked on the sidewalk has been removed.

There are still some clippings from shrubbery that need to be removed. Township Staff will contact the property POA regarding this issue.

New Business

1. HomeTowne Square – Road Dedication Request

Dick Stauffer, resident of Home Towne Square and Mark Scheneman, Board Member, reviewed a letter sent to the Board of Supervisors to request the Township accept dedication of roads in HomeTowne Square development.

After discussion, the Board of Supervisors thanked Mr. Stauffer for his information and are sympathetic with his concerns.

The Board of Supervisors informed Mr. Stauffer they have no intention to accept dedication of the roads.

2. Wissler Road Bridge – DEP Permit Application Signature

Township Staff reviewed the permit application with the Board of Supervisors. The permit is to stabilize the bridge abutments.

Gary Landis made a motion, seconded by Keith Martin to approve execution of GP11 Permit Application to stabilize the Wissler Road bridge abutments. * The motion was unanimously approved.

3. Annex Project – Request for Payment on Contract 2, 3 and 4

Township Staff reviewed the payment requests with the Board of Supervisors.

Keith Martin made a motion, seconded by Gary Landis to approve payment on Contract 2, Payment 5 in the amount of \$2,008.50 to Ames Construction; Contract 3, Payment 3 in the amount of \$8,184.31 to KH Electric and Contract 4, Payment 4 in the amount of \$812.50 to Ames Construction. * The motion was unanimously approved.

4. Annex Project – Execute Certificate of Completion for Contract 1, 2, 3 and 4

After review by Township Staff, Keith Martin made a motion, seconded by Gary Landis to execute a Certificate of Completion for Contract 1 Wagman, Contract 2 Ames, Contract 3 KH Electric and Contract 4 Ames. * The motion was unanimously approved.

5. Appoint Member to Ephrata Borough Authority

Gary Landis made a motion, seconded by Keith Martin to appoint Bruce Leisey, Township Manager to a 4-year term on Ephrata Borough Authority effective 1/1/2022. * The motion was unanimously approved.

Executive Session

Keith Martin made a motion, seconded by Gary Landis to enter into Executive Session at 9:00 PM to discuss personnel issues. * The motion was unanimously approved.

Gary Landis made a motion, seconded by Keith Martin to exit Executive Session at 9:45 PM. * The motion was unanimously approved.

No decisions were made.

Bills to be Paid

General Fund

Gary Landis made a motion, seconded by Keith Martin, to approve the General Fund bills totaling \$21,118.90 for the month of October. * The motion was approved unanimously.

Rec Fund

Gary Landis made a motion, seconded by Keith Martin, to approve the Recreation Fund bills totaling \$1,449.61 for the month of October. * The motion was approved unanimously.

Sewer Fund

Gary Landis made a motion, seconded by Keith Martin, to approve the Sewer Fund bills totaling \$3,474.20 for the month of October. * The motion was approved unanimously.

Capital Reserve

Gary Landis made a motion, seconded by Keith Martin to approve the Capital Reserve Fund bills totaling \$1,623.25 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. 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

Manger's Report

1. Bruce Leisey informed the Board of Supervisors that a petition from Lee Gehr, 435 W Girl Scout Road has been received to add 45.848 acres to the Ag Security area.

The Board of Supervisors directed Township Staff to utilize the 180-day procedure as a response to the request.

2. Bruce Leisey reviewed the draft 2022 budget with the Board of Supervisors. No decisions were made.

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