

CLAY TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
February 28, 2023

The Supervisors of Clay Township met on an advertised meeting date of February 28, 2023, at 7:00 AM 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. The meeting agenda was also posted in accordance with the Second-Class Township Code and the Sunshine Law.

Supervisors present were Timothy Lausch, Chairman, Keith Martin, Vice President and Gary Landis, Secretary.

Bruce Leisey, Township Manager, Wendy Hackman, Administrative Assistant and Robert Lynn, Hanover Engineering were present.

Timothy Lausch called the meeting to order at 7:04 AM

Meeting Minutes

Gary Landis made a motion, seconded by Keith Martin to approve the January 24, 2023, meeting minutes. * The motion was approved unanimously.

Visitors

None

Engineer's Report

1. Refreshing Mountain Camp – Discuss and Potentially Approve Permit Agreement, Lot Add-On Plan and Waiver of Land Development

John Fuehrer, Fuehrer Associates, Justin Harnish and Marlin Harnish, Refreshing Mountain Camp reviewed the plan with the Board of Supervisors.

Refreshing Mountain Camp, Inc located at 455 Camp Road, Stevens is a 62-acre developed campsite and has ownership to a 16-acre undeveloped site adjacent to the camp. There is also a 13-acre site adjacent to the camp that is undeveloped and owned by Marlin Harnish. Both of the adjacent parcels have been granted a Special Exception to expand the camp and operate as a private park and recreation are under the Clay Township Zoning Ordinance.

Refreshing Mountain Camp, Inc would like to remove a portion of a building and pavement (approximately 1,900 sq ft) from Lot 1 and replace on Tract 2 of Lot 2 a Meeting Room (approximately 2, 100 sq ft).

Justin Harnish explained that the current building is dated, and they determined it was a better decision to build a new building then to renovate the current building. Justin said that they will need to continue to utilize the old building while they are building the new one and would prefer till the busy summer season is over to take down the old building.

John Fuehrer stated that the new building will be serviced by existing on-site utilities, water, sewer and parking (other than handicap). The new building will not increase the number of visitors to the camp.

Tim Lausch asked that after the lots were combined, if they would have to do a DEP Sewer Module.

John Fuehrer said that he doesn't believe so, he feels they would be able to utilize the current sewer plant.

There was discussion on if the new construction would have any impact on neighboring properties.

Tim Lausch asked if there would be an increase in storm water.

John Fuehrer stated that over time, that the camp had planned other improvements that were approved but, some of those improvements were never done but they were considered for utilities and storm water management.

Keith Martin asked when the Master Plan would be completed.

John Fuehrer said within 5 years for the Master Plan and the updated Site Plan would be within 1 year. John said the Master Plan will include items that may or may not happen in the future.

Keith Martin said it might be a good idea to provide a yearly update to the Planning Commission on the Master Plan.

Justin Harnish said putting a Master Plan in place will also help them identify what has been completed and what is still in the future vision.

After discussion, Keith Martin made a motion, seconded by Gary Landis to approve the following modification and deferrals as outlined in the Hanover Engineering letter dated 2/22/23 and the Fuehrer Associates letter dated 2/24/23. * The motion was approved unanimously.

Section 402.A.1 – Plan Scale

The applicant is requesting a modification of the requirement that the plans be prepared at a scale of 10 feet, 20 feet, 30 feet, 40 feet, or 50 feet to the inch. The plan sheets provided have been prepared at scales of 200 feet and 100 feet to the inch.

Section 402.C.4.a – deferral of the location, name and dimension of existing rights-of-way and cartway for public or private street, access drives, driveway and service streets shall be shown on the plan

Section 402.C.4.b – deferral of the location, condition, and size of any on-lot water and/or sewage systems shall be shown on the plan

Section 402.C.4.c – deferral of the location of existing mains and rights-of-way for electric, gas, and oil transmission lines shall be shown in the plan

Section 402.C.4.d – deferral of the location, condition, and size of (public or private) sanitary sewer mains, water supply mains, fire hydrants, buildings and stormwater runoff control facilities, management facilities, terraces, bridges, dams, basins, infiltration systems, swales, sinkholes, and carbonate geology, watercourses and floodplains shall be shown on the plan

Section 402.C.4.e – deferral of all easement, rights-of-way, etc., appearing on the subject tract or chain of title shall be shown on the plan. If an easement, right-of-way, etc., appears in the chain of title but does not affect the subject tract, it should be noted on the plan

Section 402.C.4.f – deferral of the location of wetlands and subsequent data or information required by Section 407 of the Subdivision and Land Development Ordinance shall be shown on the plan

Section 402.C.4.g – deferral of the locations of buildings, historic features, cemeteries or burial sites, and archaeological sites shall be shown on the plan

Section 402.D.7 – deferral of buildings setback lines from all sides of each lot, with distances from the street right-of-way line and from other borders of the lot and building lines shall be shown on the plan

Section 402.D.13 – deferral of location and material of all permanent monuments and lot line markers, including a not that all monuments and lot line markers are set or indication when they will be set

Section 402.D.19 – deferral of location of all percolation test holes, deep probes and proposed well locations shall be shown on the plan

Section 402.D.32 – deferral of a tabulation of the number of parking spaces provided and a statement indicating whether the number provided complies with the Zoning Ordinance shall be provided on the plan. The locations of proposed parking spaces shall be plotted on the plan

Section 402.D.33 – deferral of a photometric lighting plan for street, access drive and parking lot lighting shall be provided

Gary Landis made a motion, seconded by Keith Martin made a motion to approve the Lot Add-On/Best Fit Plan. * The motion was approved unanimously.

Keith Martin made a motion, seconded by Gary Landis to approve the Permit Agreement contingent on a building site plan being completed for the new construction and the plan being recorded. * The motion was approved unanimously.

Keith Martin made a motion, seconded by Gary Landis to approve the Waiver of Land Development contingent on compliance with the emails from Jennifer Mejia, Justin Harnish and John Fuehrer dated 2/27/23. * The motion was approved unanimously.

Old Business

None

New Business

1. Approve Purchase of Toolbox for Public Works Building

Gary Calik reviewed the purchasing options for a toolbox.

Keith Martin made a motion, seconded by Gary Landis to approve purchase of a toolbox from Harbor Freight in the amount of \$2,499.00. * The motion was approved unanimously.

2. Road Bids

Bob Lynn said the road bids for Furnace Hill Road and 2023 Seal Coating were advertised 2/29/23. Bid Opening will be 3/24/23. The Board of Supervisors will review and potentially award the bids at their meeting on 3/28/23.

Bills to Be Paid

Gary Landis made a motion, seconded by Keith Martin to pay General Fund bills in the amount of \$9,184.47. * The motion was unanimously approved.

Executive Session

Keith Martin made a motion, seconded by Gary Landis to enter into Executive Session at 8:34 A.M. to discuss a personal issue. * The motion was unanimously approved.

Gary Landis made a motion, seconded by Keith Martin to exit Executive Session at 8:42 A.M. * The motion was unanimously approved.

Bruce Leisey informed the Board of Supervisors of the potential resignation of a representing member of Clay Township on the Ephrata Area Joint Authority Board.

No decisions were made at this time.

Adjournment

Keith Martin made a motion, seconded by Gary Landis, to adjourn the meeting at 8:46 AM. * The motion was approved unanimously.

Clay Township Board of Supervisors

Timothy Lausch, Chairman

Keith Martin, Vice Chairman

Gary Landis, Secretary