

CLAY TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
May 8, 2023

The Supervisors of Clay Township met on a regularly scheduled meeting date of May 8, 2023, 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 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 Wendy Hackman, Administrative Assistant, Bob Lynn of Hanover Engineer, 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 6:34 p.m.

Meeting Minutes

Gary Landis made a motion, seconded by Keith Martin to approve the April 10, 2023 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 April 2023. * The motion was unanimously approved.

Visitors

None

Engineer's Report

1. YWAM – Review and Discussion on Waiver of Land Development Waiver Request

Todd Shoaf, Pioneer Management, provided a status update to the Board of Supervisors on the waiver of Land Development request.

Items discussed were the walking path, second access to the site, emergency services concerns with equipment access and sprinklers in the building and water and sewer services for the site.

Gary Landis made a motion, seconded by Keith Martin to table the waiver request until the 5/23/23 meeting. * The motion was unanimously approved.

2. YWAM – Approve and Execute Sewage Facilities Planning Exemption

After review, Keith Martin made a motion, seconded by Gary Landis to approve and execute the Sewage Facilities Planning Exemption for the dorm addition project. * The motion was unanimously approved.

3. Marlin and Wanda Martin SWMP – Time Extension Request

Bob Lynn informed the Board of Supervisors that the Martin's are still waiting on their NPDES permit from DEP.

Gary Landis made a motion, seconded by Keith Martin to approve the 60-day time extension request. * The motion was unanimously approved.

4. John Nolt – Execute Stormwater Management Agreement

Jennifer Mejia reviewed the agreement with the Board of Supervisors.

Keith Martin made a motion, seconded by Gary Landis to approve and execute Stormwater Management Agreement with John Nolt. * The motion was unanimously approved.

5. Austin Startoni – SW Mgt Plan – Time Extension Request

Bob Lynn provided a status update to the Board of Supervisors on the Startoni plan.

Gary Landis made a motion, seconded by Keith Martin to approve the time extension request.

* The motion was unanimously approved.

6. Clayland Commons – LD Plan – Time Extension Request

Bob Lynn provided a status update to the Board of Supervisors on the Clayland Commons plan.

Keith Martin made a motion, seconded by Gary Landis to approve the time extension request.

* The motion was unanimously approved.

7. Ephrata Community Church – Request to Place Temp Tent in SWM Facility

Bob Lynn reviewed the letter received from Ephrata Community Church dated 5/1/2023 detailing the request. Ephrata Community Church is hosting regional prayer meetings in June and July and would like to place a 60'X160' tent in the stormwater easement during the month of June and then hold “open air” meetings in the same location in July.

There was discussion on location of tent, number of attendees and ADA access.

Keith Martin made a motion, seconded by Gary Landis to table the request till the 5/23/23 meeting to inquire from Ephrata Community Church if there was an alternative location that could be utilized, how they will provide handicap access and how many attendees do they expect. * The motion was unanimously approved.

8. 325 Freedom Drive – Request to Plant Shrubs in Stormwater Easement

Bob Lynn reviewed the request with the Board of Supervisors. The property owner is requesting to plant shrubs in the drainage easement behind their home to provide privacy in their back yard. The shrubs will be planted 3' from the property line and will be at least 6'-8' from the stormwater pipe that runs underground through the easement. The type of plant requested in Bridal Wreath Spirea.

There was discussion on the location of the plantings and the fact that the plant requested is on the Invasive Species list and a high maintenance spreading plant.

Gary Landis made a motion, seconded Keith Martin to approve the request contingent on the property owner agreeing to plant Green Giant Arborvitae trees or a shrub similar. * The motion was unanimously approved.

Old Business

1. Approve Ordinance to Renew Comcast Franchise Agreement

Jennifer Mejia reviewed the Ordinance with the Board of Supervisors.

Gary Landis made a motion, seconded by Keith Martin to approve Ordinance #05082023 to renew the Franchise Agreement between Comcast and Clay Township. * The motion was unanimously approved.

New Business

1. Approve and Execute MTF Grant Reimbursement Agreement

Bob Lynn informed the Board of Supervisors that the MTF Grant Agreement has been completed. A few environmental clearance comments were received from PennDOT and will be resolved.

Keith Martin made a motion, seconded by Gary Landis to approve and execute the MTF Grant Reimbursement Agreement for the Rt 322 intersection project. * The motion was unanimously approved.

2. Approve Payment of Furnace Hill Road Repair Project

Bob Lynn reviewed the payment application with the Board of Supervisors.

Gary Landis made a motion, seconded by Keith Martin to approve Payment Application #1 (Final) in the amount of \$27,474.94 payable to Martin Paving. * The motion was unanimously approved.

Keith Martin made a motion, seconded by Gary Landis to execute the Notice of Completion for the project. * The motion was unanimously approved.

3. Adopt the 2018 International Property Maintenance Code (IPMC), 2018 International Residential Code (IRC) and 2018 International Building Code (IBC)

This item was tabled at this time to allow Township Staff to review and make necessary recommendations.

4. Discussion and Action to Hire Summer Tech

Tim Lausch reviewed the application received from Matthew Musser with the Board of Supervisors.

After discussion, Gary Landis made a motion, seconded by Keith Martin to approve hiring Matthew Musser, Robesonia PA as a Summer Public Works employee with a starting rate of \$16.00 per hour with a rate increase to \$17.50 after a 30-day satisfactory work performance review. * The motion was unanimously approved.

Executive Session

None

Bills to be Paid

General Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the General Fund bills totaling \$95,502.40 for the month of April. * The motion was approved unanimously.

Rec Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the Recreation Fund bills totaling \$6,707.98 for the month of April. * The motion was approved unanimously.

Sewer Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the Sewer Fund bills totaling \$5,939.58 for the month of April. * The motion was approved unanimously.

Liquid Fuel Fund

Keith Martin made a motion, seconded by Gary Landis, to approve Liquid Fuel Fund bills totaling 27,474.94 for the month of April. * The motion was approved unanimously.

Reports for the Month

1. EMS Providers
2. Engineer's Report
3. Manager's Report
4. Zoning Officer's Report

Adjournment

Keith Martin made a motion, seconded by Gary Landis, to adjourn the meeting at 9:52 P.M. * The motion was approved unanimously.

Clay Township Board of Supervisors

Timothy Lausch, Chairman

Keith Martin, Vice Chairman

Gary Landis, Secretary