

CLAY TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
September 26, 2023

The Supervisors of Clay Township met on an advertised meeting date of September 26, 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, Robert Lynn, Hanover Engineering, and Jennifer Mejia, Mejia Law Group were present.

Tim Lausch called the meeting to order at 7:03 AM.

Meeting Minutes

Keith Martin made a motion, seconded by Gary Landis, to approve the August 22, 2023, meeting minutes. * The motion was unanimously approved.

Visitors

None

Engineer's Report

1. 10 Weidmansville Road – Request to construct 2nd driveway on property and driveway width more than 30 feet.

Bruce Leisey, and property owners Raymond and Ann Weaver reviewed the request with the Board.

The owner is proposing to replace the demolished storage building with a building similar in size that meets yard setbacks. The property's current driveway access and off-street parking is not in compliance with Township ordinances. There have been complaints about trucks and trailers parking at the edge of the roadway blocking visibility and vehicles backing from the road into the parking area. Township regulations require one driveway access per property no wider than 30 feet to access the parking area and the parking area shall be located at least 10 feet from the roadway. Mr. Weaver is requesting permission to install two driveways on the property 35 feet wide to allow his truck and trailer to access the property without backing off the road.

Keith Martin made a motion, seconded by Gary Landis, to approve Weaver's request to install two driveways on the property 35 feet wide, one driveway located at the southern end of the proposed building and one at the northern end. * The motion was unanimously approved.

Old Business

1. Authorize Notice of Violation – 760 Durlach Road

Bruce Leisey informed the Board that the property at 760 Durlach Road has accumulated trash, debris, on the exterior. A complaint notice was sent to the property owner and no response was received nor cleanup was completed.

Gary Landis made a motion, seconded by Keith Martin, to authorize the preparation of a Notice of Violation to be sent to the property owner. * The motion was unanimously approved.

2. Mt. Airy Road Improvements

Bruce Leisey informed the Board that he had a follow up discussion with the property owner at 75 East Church Road regarding concerns with safety conditions on Forest Hill Road between East Church Road and West Mt. Airy Road. There was discussion about closing that portion of Forest Hill Road and improving the intersection of West Mt. Airy and East Church Road to allow for right-hand turns. The property owner provided measurements and location of the sewage system on the property. Bob Lynn will review the information and report to the Board at is October 9, 2023 meeting.

New Business

1. Approve and Execute Copier Lease Extension

Bruce Leisey informed the Board the current three-year copier lease with Higher Information Group is set to expire in January 2024. The quote for a new three-year lease is \$120.00 per month, the current lease amount is \$100.00 per month.

Gary Landis made a motion, seconded by Keith Martin, to execute a three-year lease agreement in the amount of \$120.00 per month, with all other terms remaining the same as the current lease.

* The motion was unanimously approved.

2. Approve Attendance at LCATS Meeting

Keith Martin made a motion, seconded by Gary Landis, approving attendance for up to participants at the LCATS meeting on November 13, 2023, at a cost of \$25.00 each. * The motion was unanimously approved.

3. Ephrata Youth Soccer – Request to Place Storage Shed at Snyder Park #2

Bruce Leisey discussed the request with the Board. There was discussion on who would be responsible for the maintenance of the shed. The Board authorized Jennifer Mejia to draft an agreement identifying maintenance responsibilities and location of the shed and term of the agreement.

Gary Landis made a motion, seconded by Keith Martin, to approve the request by Ephrata Youth Soccer contingent on the execution of the agreement. * The motion was unanimously approved.

4. Approve and Execute 2023 MS4 Annual Report

Bruce Leisey reviewed the report with the Board.

Keith Martin made a motion, seconded by Gary Landis, to approve the execution and submittal of the 2023 MS4 Annual Report to PADEP * The motion was unanimously approved.

5. Approve Durlach Mt. Airy Fire Co. Paving Project

Bob Lynn reviewed the Bid Tabulation with the Board.

Keith Martin made a motion, seconded by Gary Landis, to the bid for Durlach Fire Co. parking paving to B.R. Kreider, Manheim, PA in the amount of \$31,672.50. the bid tabulation is included in the minutes * The motion was unanimously approved.

Bills to be Paid

General Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the General Fund bills totaling \$9,617.00. * The motion was approved unanimously.

Executive Session

The Board entered executive session to discuss a potential litigation issue. No action was taken.

Adjournment

Gary Landis made a motion, seconded by Keith Martin, to adjourn the meeting at 9:04 AM. * The motion was approved unanimously.

Clay Township Board of Supervisors

Timothy Lausch, Chairman

Keith Martin, Vice Chairman

Gary Landis, Secretary