

CLAY TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
December 20, 2023

The Supervisors of Clay Township met on an advertised meeting date of December 20, 2023, at 11:00 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 was present.

Tim Lausch called the meeting to order at 11:07 AM.

Meeting Minutes

Gary Landis made a motion, seconded by Keith Martin, to approve the November 28, 2023, meeting minutes. * The motion was unanimously approved.

Visitors

None

Engineer's Report

1. Discuss and Amend Zimmerman Streambank Restoration Bid Documents

Bob Lynn reviewed the bid documents with the Board. There was discussion on including the purchase and installation of the landscape plantings and aggregate materials as alternative bids. Bob Lynn will revise the bid documents and should be advertised on Penn Bid the first week of January.

Old Business

None

New Business

1. Approve 2024 Budget

Bruce Leisey reviewed the budget with the Board.

Gary Landis made a motion, seconded by Keith Martin to approve the 2024 budget as printed in the December 20, 2023 Agenda Packet * The motion was unanimously approved.

2. Resolution to Transfer Monies from the General Fund to Capital Reserve Fund and amend 2023 budget.

There was discussion on the project 2023 Budget surplus for 2023. Bruce Leisey informed the Board a few income and expense items were still outstanding, but it appeared the 2023 budget cash surplus would be approximately \$300,000.

Gary Landis made a motion, seconded by Keith Martin, to authorize the Township Manager to transfer up to \$200,000 of the cash surplus from the General Fund to the Capital Reserve Fund * The motion was unanimously approved.

Mr. Leisey also noted Budget line item 01-414-300 Engineering Expenses in the General Fund was over budget by approximately \$107,000 because approximately \$87,165 of the overage was cost that were budgeted in the Capital Reserve Fund for the Woodcorner Road intersection project but paid out of the General Fund due to excess tax revenues received in 2023.

Bills to be Paid

General Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the General Fund bills totaling \$9,011.96 for December 20, 2023 Executive S. * The motion was approved unanimously.

Executive Session

Keith Martin made a motion, seconded by Gary Landis, to enter into Executive Session at 11.35 AM. to discuss personnel matters. * The motion was approved unanimously.

Keith Martin made a motion, seconded by Gary Landis, to exit Executive Session at 12:15 AM. * The motion was approved unanimously.

The Board met with Roadmaster Gary Calik and Public Works employee Kurtis Bollinger in executive session to discuss a potential transition of leadership of the public works department. It was decided a decision will be made at the January 2, 2024 Board meeting.

Adjournment

Gary Landis made a motion, seconded by Keith Martin, to adjourn the meeting at 12:20 AM. * The motion was approved unanimously.

Clay Township Board of Supervisors

Timothy Lausch, Chairman

Keith Martin, Vice Chairman

Gary Landis, Secretary