

CLAY TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
November 13, 2023

The Supervisors of Clay Township met on a regularly scheduled meeting date of November 13, 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 Bruce Leisey, Township Manager, Wendy Hackman, Administrative Assistant, and Bob Lynn of Hanover Engineer, Township Engineer.

Also attending were those listed on the meeting attendance sheet, which is attached to these minutes.

Tim Lausch called the Meeting to order at 6:30 p.m.

Meeting Minutes

Keith Martin made a motion, seconded by Gary Landis to approve the October 9, 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 October 2023. * The motion was unanimously approved.

Visitors

1. Lori Kemler, Ackley Circle

Lori Kemler asked the Board of Supervisors for an update on the stormwater concerns on Ackley Circle.

Bob Lynn said there is a draft plan that is still being reviewed and will be presented to the Board of Supervisors for their approval once completed.

No decisions were made at this time.

Engineer's Report

1. Clayland Commons Land Development Plan – Time Extension Request

Bob Lynn reviewed the time extension request with the Board of Supervisors.

Keith Martin made a motion, seconded by Gary Landis to approve the time extension request for Clayland Commons until February 12, 2024 as requested in the RGS Associates letter dated 10/23/2023. * The motion was approved unanimously.

2. Update on Campus Overlay District Ordinance

Bob Lynn informed the Board of Supervisors that the updated Ordinance was sent to the Lancaster County Planning Commission and Clay Township Planning Commission as notification of the approved changes and confirmation of the Ordinance will be on the December meeting agenda.

3. Hackman Living Trust - Documents

Bruce Leisey met with Denise Hackman and she had some questions on the ROW of Deed and she would like additional time to discuss with the Living Trust members.

This item was tabled at this time.

Old Business

1. MS4 Discussion and Possible Action

Bob Lynn informed the Board of Supervisors that a time extension is needed for the Zimmerman property streambank restoration project because of a delay. PADEP has not yet responded to the joint permit application which was revised in August 2023.

Bob Lynn reviewed the ag credits needed to meet the required sediment reduction to comply with MS4. Bob requested permission to begin analysis on total farm acreage necessary to meet the Township's reduction goals.

Keith Martin made a motion, seconded by Gary Landis to authorize Bob Lynn to begin the analysis process and update the Board of Supervisors at its next meeting. * The motion was unanimously approved.

New Business

1. Team Ag – Presentation of Final Report for Growing Greener Education Water Quality Monitoring Project

John Williamson, Team Ag, reviewed with the Board of Supervisors the Growing Greener Grant final report.

Clay Township received the DEP Growing Greener Watershed Protection Grant in 2019 and received a completion extension until December 2023. The goal of the project was to create awareness and further commitment of the Township's residents and farmers to understand the causes of water pollution in the Township and to adopt practices to mitigate these causes.

Three major activities were conducted during the Grant period: A farm inventory was conducted on 71 farms with 5,308 acres in total land in the Township; Water quality monitoring sondes were put in place and monitored to assess amount of sediment runoff and determine sections with the highest amount of sediment runoff; and three Education Outreach Workshops were held.

It was concluded that farms in the Township are doing excellent work overall with their conservation efforts and improving water quality. Of the 5,308 acres farmed in the study area, 3958 acres is either no-till or reduced till (75%) and most are planted with winter cover crops.

The next steps to be taken are: MS4 pollutant reductions using tillage practices of farms in the urbanized areas; and continue to encourage farms to utilize available grant resources for making improvements to their farms that improve water quality.

There was discussion on obtaining ag credits with farms utilizing tillage practices and the current location of the sondes and possible new locations for them to be placed.

It was decided that the Clay Township MS4 Committee will be to review both those items and report back to the Board of Supervisors.

The Board of Supervisors thanked John Williamson and Team Ag personnel for all the work that was completed with the Grant.

2. 333 Freedom Drive – Request to Plant Arborvitae in Drainage Easement

Bruce Leisey informed the Board of Supervisors that a request was received from Joseph and Terry Shaeiwitz, 333 Freedom Drive to plant five (5) green giant arborvitae behind their house in the drainage easement 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. A previous similar request from the homeowner at 325 Freedom Drive was approved.

Keith Martin made a motion, seconded by Gary Landis to approve the request for 333 Freedom Drive to plant arborvitae behind their house. * The motion was unanimously approved.

3. Durlach Mt. Airy Fire Co Parking Lot Paving Project – Approve Change Order #1 and Payment Application #1

Bob Lynn reviewed the Change Order and Payment Application received from B.R. Kreider & Son for the Durlach Mt Airy Fire Co parking lot paving project with the Board of Supervisors.

Gary Landis made a motion, seconded by Keith Martin to approve the requested Change Order and Payment in the amount of \$32,001.18 to B.R. Kreider & Son as outlined in the Hanover Engineering letter dated 10/31/2023. * The motion was unanimously approved.

4. Review and Potentially Execute Ambulance Services Agreement with Warwick Ambulance Association and Resolution

Bruce Leisey reviewed the Ambulance Services Agreement between the Township and Warwick Ambulance Association with the Board of Supervisors. The term of the Agreement is three (3) years and the coverage area at this time will be the same area that is currently covered by Northwest EMS services.

There was discussion on the 2024 contribution amount for Warwick Ambulance Association. It was agreed to budget \$20,000.

Keith Martin made a motion, seconded by Gary Landis to approve and execute the Ambulance Services Agreement with Warwick Ambulance Association and adopt Resolution #111323 approving the execution and delivery of an Ambulance Services Agreement. * The motion was unanimously approved.

5. Manager's Report

Bruce Leisey informed the Board of Supervisors that fraudulent activity was attempted on the General Fund checking account and will be closed. No funds were accessed through the attempt.

Keith Martin made a motion, seconded by Gary Landis to approve opening a new account and signatures on the account. * The motion was unanimously approved.

Bruce Leisey informed the Board of Supervisors that the owner of 408 Flaxen Lane was assessed a fine for violation of property maintenance.

There was discussion and review of a quote that was received for cutting the grass and trimming the bushes and trees.

Keith Martin made a motion, seconded by Gary Landis to authorize Township Staff to hire a company to cut the grass at 408 Flaxen Lane at a cost not to exceed \$500.00. * The motion was unanimously approved.

Old Business – Cont

2. 2024 Budget Discussion

Bruce Leisey reviewed the draft 2024 Budget with the Board of Supervisors.

There was discussion on ARPA fund spending, capital purchase items and personnel items.

No decisions were made at this time.

** At 9:00 PM Rob Walker, Chief of Operations from the Warwick Ambulance Association stopped into the meeting to introduce himself to the Board of Supervisors and answer any questions. The Board of Supervisors informed Mr. Walker that the agreement with Warwick Ambulance Association was adopted previously in the meeting. Mr. Walker thanked the Board of Supervisors for their appointment and encouraged them to reach out to Mr. Walker with any questions or concerns as the transfer of service is made. **

Bills to be Paid

General Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the General Fund bills totaling \$75,065.35 for the month of October. * The motion was approved unanimously.

Rec Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the Recreation Fund bills totaling \$650.11 for the month of October. * The motion was approved unanimously.

Sewer Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the Sewer Fund bills totaling \$3,771.50 for the month of October. * The motion was approved unanimously.

ARPA Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the ARPA Fund Bills totaling \$32,001.18 for the month of October. * 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 9:16 P.M. * The motion was approved unanimously.

Clay Township Board of Supervisors

Timothy Lausch, Chairman

Keith Martin, Vice Chairman

Gary Landis, Secretary