

CLAY TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
January 8,2024

The Supervisors of Clay Township met on a regularly scheduled meeting date of January 8, 2024, 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 and Chairman, Keith Martin, Vice-Chairman. Gary Landis, Secretary attended the meeting from 6:34 p.m. till 7:32 p.m. because of a personal emergency.

Also, present was Bruce Leisey, Township Manager, 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 6:31 p.m.

Meeting Minutes

Keith Martin made a motion, seconded by Tim Lausch to approve the December 11, 2023 meeting minutes. * The motion was unanimously approved.

Treasurer's Report

Keith Martin made a motion, seconded by Tim Laush to approve the December 2023 Treasurer's Report. * The motion was unanimously approved.

Visitors

None

Engineer's Report

1. 227 Woodcorner Road Land Development Plan – Time Extension

Bruce Leisey informed the Board of Supervisors that last week he met on-site with Bob Lynn, Jennifer Mejia, Len Spencer, a representative of McCarthy Engineering Assoc and Clair Zimmerman to tour the facilities.

Jennifer Mejia reviewed the plan timeline proposed by McCarthy Engineering Associates, owner's Engineer. A Sewage Planning Module submitted by 1/31, re-submission of Land Development plan by 2/5 and plan review at the February Planning Commission meeting and then the March Board of Supervisors meeting.

There was discussion on a possible joint meeting between the Planning Commission and Board of Supervisors to review the plan.

Gary Landis made a motion, seconded by Keith Martin to approve the time extension request until April 8, 2024 as requested in the letter dated 1/8/2024. * The motion was approved unanimously.

2. Dutch Country Transport – Waiver of Land Development and Sanitary Sewage Holding Tank Maintenance Agreement

Ted Cromleigh, Diehm & Sons reviewed the plan with the Board of Supervisors. The property is 6.7 acres, the site contains an existing single-family dwelling, a trucking logistics center/office and a two-bay repair shop. The business is an ag support business that hauls agricultural commodities. There are nine full time employees and twelve tractor trailer trucks owned by the business.

The existing buildings currently used by the commercial operation were first constructed in the early 1970's as a poultry facility and then renovated to offices/shop in 1999. The existing buildings are in need of renovation. It is proposed to renovate the front of the two buildings/office area and connect them with a two-story addition.

Currently the business is connected to the existing on-site sewage system that also serves the dwelling. As part of the renovation, it is proposed to disconnect the business from the existing on-lot sewage system and install a commercial holding tank.

All building improvements will be built on existing gravel so there will be no new impervious coverage resultant from this project.

Bruce Leisey explained that this is a pre-existing non-conforming use and a permit was issued previously for the business renovation in 1999. Bruce also stated that there is no plan to extend sewer service to this area.

There was discussion that any expansion of the business, would require the owners to submit a plan to the Township for review.

Keith Martin made a motion, seconded by Gary Landis to approve the waiver of land development and to approve and execute the Sanitary Sewage Holding Tank Maintenance Agreement. * The motion was unanimously approved.

3. Mark and Dorothy Weaver – Lot Add-On Plan

Bob Lynn reviewed the Lot Add-On plan with the Board of Supervisors.

Mark & Dorothy Weaver are proposing to add 12.190 acres to their existing 10.966-acre tract on West Girl Scout Road (rear – Lot #2) from their adjoining 15.945-acre tract at 397 W Girl Scout Road (Lot #1). If approved, Lot #1 will be 3.754 acres with a single-family dwelling and Lot #2 will be 23.156 acres undeveloped lot that is intended to be entered into Clean and Green.

Township Staff and Planning Commission Board recommends approval considering the lots are already two separate lots of record and the proposed lot add-on will bring both lots closer to compliance with Township ordinances.

There was discussion on if any additional subdivisions were available on the lots.

This item was tabled until the January AM meeting to allow time for Township Staff to determine if the resultant lots can be sub-divided in the future. No decisions were made at this time.

4. Luke Rohrer – Storm Water Management Plan – Time Extension Request

Bob Lynn reviewed the request with the Board of Supervisors. Comments outlined in the Hanover Engineering letter dated 12/15/23 have been sent to the Engineer and the plan will be revised.

Gary Landis made a motion, seconded by Keith Martin to approve the time extension request until April 8, 2024 as requested in the email dated 1/5/24. * The motion was unanimously approved.

5. Review and Approve Comcast HOP

Bruce Leisey reviewed the HOP with the Board of Supervisors.

Comcast is proposing to install underground cable service in the Charity Gardens area of the Township. Ephrata Township has approved the project contingent on approval from Clay Township.

Keith Martin made a motion, seconded by Gary Landis to approve the Comcast HOP. * The motion was unanimously approved.

6. Lincoln Storage West Escrow Reduction

Bob Lynn reviewed the requested escrow reduction with the Board of Supervisors. The applicant has satisfactorily completed the improvements with the exception of a few housekeeping items that need to be addressed.

Gary Landis made a motion, seconded by Keith Martin to approve the escrow reduction in the amount of \$46,166.05, retaining a balance of \$2,654.00. * The motion was unanimously approved.

Old Business

None

** Gary Landis excused himself from the meeting. **

New Business

1. Approve Certification of Unpaid Taxes

Bruce Leisey informed the Board of Supervisors that the Tax Collector had technical issues printing the report and asked the Board of Supervisors to authorize Bruce to sign the form that was due to the County on 1/12/24.

Keith Martin made a motion, seconded by Tim Lausch to authorize the Certification of Unpaid Taxes to be sent to Lancaster County. * The motion was unanimously approved.

2. Approve Attendance at PSATS Convention

After reviewed, Keith Martin made a motion, seconded by Tim Lausch to approve up to nine attendees to the PSATS Convention. * The motion was unanimously approved.

Manager's Report – MS4 Update

Bruce Leisey informed the Board of Supervisors that Team Ag is conducting a study to determine what farms and acreage are available to use for the required sediment reduction plan for MS4. There is no update from Team Ag at this time.

Bob Lynn informed the Board of Supervisors that the Zimmerman Stream Bank Restoration project is advertised for bids to be opened January 19, 2024 and awarded at the January AM meeting.

New Business Con't

3. Approve Purchase Agreement for Purchase of Bomag Asphalt Roller

After review, Keith Martin made a motion, seconded by Tim Lausch to approve purchase of a Bomag Asphalt Roller from Stephenson Equipment, Inc in the amount of \$47,200.00 (Costar Contract). * The motion was unanimously approved.

4. Approve Purchase Agreement for Purchase of CAT 420XE Backhoe

After review, Keith Martin made a motion, seconded by Tim Lausch to approve purchase of a CAT 420 XE Backhoe Loader from Cleveland Brothers in the amount of \$133,995.00 (including \$27,000.00 trade discount of 2001 JD 310SG and Costar Contract). * The motion was unanimously approved.

5. Approve Purchase of BG Self-Propelled Street Saw

After review, Keith Martin made a motion, seconded by Tim Lausch to approve purchase of a BG Self-Propelled Street Saw from Service Supply Corp in the amount of \$7,005.00. * The motion was unanimously approved.

6. Approve Purchase of 7' X 12' Burkholder Tandem Axle Trailer

There was discussion on the specs of the trailer and if it could haul a skid loader if purchased in the future.

The purchase was tabled until the January AM to have the Road Master look into the overall size specifications.

7. Disposal/Recycle old Roller

There was discussion on how the Township can dispose/recycle the old roller.

Bruce Leisey will work with the Road Master and report back to the Board of Supervisors at the January AM meeting.

Bills to be Paid

General Fund

Keith Martin made a motion, seconded by Tim Lausch, to approve the General Fund bills totaling \$170,380.43 for the month of December. * The motion was approved unanimously.

Rec Fund

Keith Martin made a motion, seconded by Tim Lausch, to approve the Recreation Fund bills totaling \$201.36 for the month of December. * The motion was approved unanimously.

Sewer Fund

Keith Martin made a motion, seconded by Tim Lausch, to approve the Sewer Fund bills totaling \$5,050.51 for the month of December. * The motion was approved unanimously.

Executive Session

Keith Martin made a motion, seconded by Tim Lausch to enter into Executive Session at 8:16 PM. to discuss personnel matters and potential litigation. * The motion was approved unanimously.

Keith Martin made a motion, seconded by Tim Lausch to exit Executive Session at 9:04 PM. * The motion was approved unanimously.

No decisions were made at this time.

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 Tim Lausch, to adjourn the meeting at 9:15 P.M. * The motion was approved unanimously.

Clay Township Board of Supervisors

Timothy Lausch, Chairman

Keith Martin, Vice Chairman

Gary Landis, Secretary