

CLAY TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
February 12, 2024

The Supervisors of Clay Township met on a regularly scheduled meeting date of February 12, 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, Chairman, Keith Martin, Vice-Chairman and Gary Landis, Secretary.

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 6:33 p.m.

Meeting Minutes

Gary Landis made a motion, seconded by Keith Martin to approve the January 2, 2024 Re-Org meeting minutes. * The motion was unanimously approved.

Gary Landis made a motion, seconded by Keith Martin to approve the January 8, 2024 meeting minutes. * The motion was unanimously approved.

Treasurer's Report

The January 2024 Treasurer's Report was tabled till next month.

Visitors

1. HomeTowne Square HOA

Russ Begly spoke on behalf of the HomeTowne Square HOA regarding concerns they have with the walking path. Landmark recently conveyed the walking path to the HOA. The HOA requested Landmark to repair a portion of the path that has been lifted up by tree roots pushing under the path. Landmark has since responded that they are not willing to make the requested

repairs. The HOA understands that the trail must be conveyed over but, would like the path in a good condition when its done and is looking for any recommendations from the Board of Supervisors.

The Board of Supervisors and Township Staff understand the concerns expressed by the HOA. The Board of Supervisors authorized Township Staff to review the agreement made with Landmark regarding the recreational items provided and respond back to the HOA with any comments or suggestions they may have.

Engineer's Report

1. Zimmco – Approve Easement Agreement, Access License and MOU

Bruce Leisey reviewed the documents with the Board of Supervisors.

Keith Martin made a motion, seconded by Gary Landis to approve the Zimmco agreements contingent on review and approval from Township Staff. * The motion was approved unanimously.

Old Business

1. Award Bid for Zimmerman Streambank Restoration Project

Bob Lynn reviewed the bid tabulations with the Board of Supervisors. The lowest responsible bidder was Clay View Excavating with a base bid amount of \$194,613.81.

Gary Landis made a motion, seconded by Keith Martin to award the base bid to Clay View Excavating in the amount of \$194,613.81 and Alternate #1 in the amount of \$9,432.00. * The motion was approved unanimously.

New Business

1. Review LCPD Comments for Short Term Rentals Ordinance

Bruce Leisey reviewed the Lancaster County Planning Department's comments on the draft Short Term Rentals Ordinance with the Board of Supervisors.

This item was tabled at this time. The draft Ordinance will be reviewed by the Clay Township Planning Commission and returned to the Board of Supervisors with any comments or changes for their review and adoption.

2. Authorize DMTA Fire Police to Provide Services for Penryn Fire Co on March 16, 2024

After review, Keith Martin made a motion, seconded by Gary Landis to approve the request for fire police assistance on March 16, 2024 for Penryn Fire Company. * The motion was unanimously approved.

3. Approve HVAC Maintenance Agreement for Annex

After review, Gary Landis made a motion, seconded by Keith Martin to approve the Maintenance Agreement in the amount of \$1,150.00 with Ames Mechanical. * The motion was unanimously approved.

4. Appoint Applicants for DMTA Fire Police

Bruce Leisey informed the Board of Supervisors that David Martin, Phil Myers and Raymond Martin are interested in becoming members of the DMTA as Fire Police.

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

5. Approve 2023 Municipal Wasteload Management Report

This item was tabled at this time to allow Township Staff to review and provide comments if needed to the Board of Supervisors.

6. Approve letter of Support to CCWA Little Cocalico Creek Project

Bruce Leisey reviewed the project at Little Cocalico Creek at Fry Run with the Board of Supervisors.

Keith Martin made a motion, seconded by Gary Landis to approve the letter of support to the Cocalico Creek Watershed Association for their project at Little Cocalico Creek. * 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 \$211,004.38 for the month of January. * The motion was approved unanimously.

Rec Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the Recreation Fund bills totaling \$185.37 for the month of January. * The motion was approved unanimously.

Sewer Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the Sewer Fund bills totaling \$4,422.93 for the month of January. * The motion was approved unanimously.

Liquid Fuel Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the Liquid Fuel Fund bills totaling \$181,195.00 for the month of January. * The motion was approved unanimously.

Executive Session

Keith Martin made a motion, seconded by Gary Landis to enter into Executive Session at 8:14 PM. to discuss potential litigation. * The motion was approved unanimously.

Keith Martin made a motion, seconded by Gary Landis to exit Executive Session at 8:48 PM. * The motion was approved unanimously.

Keith Martin made a motion, seconded by Gary Landis to authorize Township Staff to send a Notice of Violation regarding property maintenance to Henry Nolt, owner of Red Maple Mobile Home park. * 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
- 5.

Adjournment

Keith Martin made a motion, seconded by Gary Landis, 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