

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

The Supervisors of Clay Township met on a regularly scheduled meeting date of April 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, 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 6:32 p.m.

A moment of silence was held in memory of Dale Stahl a lifelong resident of the Township, former employee of the Township and volunteer of the Durlach Mt Airy Fire Company.

Meeting Minutes

Gary Landis made a motion, seconded by Keith Martin to approve the March 11, 2024 meeting minutes. * The motion was unanimously approved.

Treasurer's Report

Gary Landis made a motion, seconded by Keith Martin to approve the March 2024 Treasurer's Report. * The motion was unanimously approved.

Visitors

None

Engineer's Report

1. Luke Rohrer – Stormwater Management Plan, Cost Opinion, SWM Agreement, Modification of Section 11-301.L.1 and 11-307.A.1 SWM Ordinance

Bob Lynn reviewed the documents and requested modification with the Board of Supervisors.

Stormwater Management Ordinance

Section 11-301.L.1 and 11-307.A.1 – requires a minimum depth of 24-inches between the bottom of an infiltration facility and the limiting zone:

The applicant is requesting a modification of the requirement to provide a 24-inch buffer between the bed bottom of the infiltration basin and the limiting zone. Test Pit 11 is 7.4 feet below the existing grade. The applicant states there are areas of cut within the infiltration basin bed area that are up to nine feet below existing grade, but that all twelve test pits conducted on site were free of any limiting zones, and that 24 inches of amended soils is proposed for the basin that will act as 24-inch buffer between the basin bed bottom and subgrade.

Keith Martin made a motion, seconded by Gary Landis to approve a modification to Section 11-301.L.1 and Section 11-307.A.1 of the Stormwater Ordinance as outlined in the Hanover Engineering letter dated April 5, 2024. * The motion was unanimously approved.

Keith Martin made a motion, seconded by Gary Landis to approve the Cost Opinion in the amount of \$138,844.86 and the SWM Agreement as outline in the Hanover Engineering letter dated April 5, 2024. * The motion was unanimously approved.

2. HomeTowne Square Phase 1 – Final Escrow Release

Bruce Leisey reviewed the final escrow release with the Board of Supervisors.

Gary Landis asked if this money could be held until the issues between Landmark and the HOA are worked out regarding the condition of the walking trail.

Bruce Leisey stated that the escrow for the trail was already released when the trail was installed, and this money is not allocated for that specific item.

Keith Martin made a motion, seconded by Gary Landis to approve the full escrow release in the amount of \$3,450.00 as outlined in the Hanover Engineering letter dated 1/11/24. * The motion was approved with Tim Lausch and Keith Martin voting yes and Gary Landis voting no. Gary Landis expressed his disappointment with Landmark not working with the HOA to resolve the issues with the trail.

3. Clayland Commons – Time Extension Request

Bruce Leisey reviewed the time extension request with the Board of Supervisors.

Gary Landis made a motion, seconded by Keith Martin to approve the time extension request for action on the plan until 6/10/24. * The motion was unanimously approved.

4. 229 Woodcorner Road – Time Extension Request

Bruce Leisey 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 action on the plan until 7/8/24. * The motion was unanimously approved.

Old Business

1. Approve Renovations to Police Offices

Bruce Leisey reviewed a request by Northern Lancaster County Regional Police Department to complete interior renovations on their side of the township owned building. Bruce informed the Board of Supervisors that the cost of the renovations will be paid by the NLCRPD.

Gary Landis made a motion, seconded by Keith Martin to approve the interior renovations requested to the police offices at their expense. * The motion was unanimously approved.

2. Approve Recycling Ordinance and Resolution Establishing Guidelines

Bruce Leisey reviewed the Recycling Ordinance and P&P Resolution with the Board of Supervisors. Jennifer Mejia informed the Board of Supervisors that the Ordinance and Resolution was advertised for adoption at the April 8, 2024 meeting.

There was discussion on how residents will be notified and what (if any) changes they will notice in their requirements for waste and recycling.

Keith Martin made a motion, seconded by Gary Landis to approve and adopt Recycling Ordinance #040824. * The motion was unanimously approved.

Gary Landis made a motion, seconded by Keith Martin to approve and adopt Policies and Procedures Resolution #040824. * The motion was unanimously approved.

3. Approve Burning Ordinance Update

Bruce Leisey reviewed the Burning Ordinance with the Board of Supervisors. Jennifer Mejia informed the Board of Supervisors that the Ordinance was advertised for adoption at the April 8, 2024 meeting.

There was discussion on what items can still be burned and what the updated setbacks are.

Keith Martin made a motion, seconded by Gary Landis to approve and adopt the Burning Ordinance #040824A. * The motion was unanimously approved.

4. 380 Durlach Road – ECHO House Agreement Approval

Bruce Leisey reviewed the ECHO Housing Agreement with the Board of Supervisors.

After review, Gary Landis made a motion, seconded by Keith Martin to approve and execute the ECHO Housing Agreement for 380 Durlach Road. * The motion was unanimously approved.

5. HomeTowne Square Walking Trail Update

Jennifer Mejia gave the Board of Supervisors an update on the walking trail.

Russ Begley informed the Board of Supervisors that the HOA has painted orange lines on the trail at the areas of concern and ordered new signs to be posted “walk at own risk”.

Township Staff will follow up with the property owner on the west site of the trail regarding the trees.

No decisions were made at this time.

New Business

1. Review PSATS Resolutions at Annual Conference

Bruce Leisey reviewed the PSATS Resolutions that will be voted on at the annual Conference.

It was agreed to vote in the manner that would best agree with the character of the Township.

2. Approve C.M. High, Inc. Signal Maintenance Agreement Addendum

Bruce Leisey reviewed the addendum with the Board of Supervisors regarding the Underground Utilities Location Rider.

Keith Martin made a motion, seconded by Gary Landis to authorize Bruce Leisey to sign the addendum and return to C.M. High. * 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 \$202,045.22 for the month of March. * The motion was approved unanimously.

Rec Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the Recreation Fund bills totaling \$15,399.39 for the month of March. * The motion was approved unanimously.

Sewer Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the Sewer Fund bills totaling \$4,594.22 for the month of March. * The motion was approved unanimously.

Capital Reserve

Keith Martin made a motion, seconded by Gary Landis, to approve the Liquid Fuel Fund bills totaling \$14,251.64 for the month of March. * The motion was approved unanimously.

Executive Session

Keith Martin made a motion, seconded by Gary Landis to enter into Executive Session at 8:30 PM. to discuss personnel issues and potential litigation. * The motion was approved unanimously.

Keith Martin made a motion, seconded by Gary Landis to exit Executive Session at 9:20 PM. * The motion was approved unanimously.

No decisions were made.

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 9:33 P.M. * The motion was approved unanimously.

Clay Township Board of Supervisors

Timothy Lausch, Chairman

Keith Martin, Vice Chairman

Gary Landis, Secretary