

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

The Supervisors of Clay Township met on a regularly scheduled meeting date of July 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.

Meeting Minutes

Gary Landis made a motion, seconded by Keith Martin to approve the June 10, 2024, meeting minutes meeting. * The motion was unanimously approved.

Treasurer's Report

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

Visitors

None

Engineer's Report

1. Lori and Arthur Kemler – Stormwater Construction and Maintenance Agreement

Jennifer Mejia informed the Board of Supervisors that she is working on the agreement and has spoken with the Kemler's regarding the status. Jennifer stated that the Township will need an Access Agreement with 103 Ackley Circle to complete the repair work which is being done in the Township ROW.

2. Scott Witmer – Review of As-Built Plan comment response letter dated 2/27/2024

Bob Lynn informed the Board of Supervisors that a review was completed of the As-Built Plan and recommends approval of the plan.

Gary Landis made a motion, seconded by Keith Martin to approve the Scott Witmer As-Built Plan as outlined in the Hanover Engineering letter dated 7/3/24. * The motion was unanimously approved.

3. 227/229 Woodcorner Road – Time Extension Request

Bruce Leisey reviewed the request with the Board of Supervisors.

Keith Martin made a motion, seconded by Gary Landis to approve the time extension request for 90 days, until October 7, 2024 on the plan. * The motion was unanimously approved.

4. Corey and Carol Martin – Request for Waiver of Land Development

Ted Cromleigh, Diehm and Sons and Corey Martin reviewed the plan with the Board of Supervisors.

The Martin's own a 92 ac farm located in Clay and Elizabeth Townships. The majority of the improvements are located on a 2.84 ac tract at the northeast corner of Middle Creek and Clay Roads in Clay Township. The farm is enrolled in a conservation easement with the Lancaster County Agricultural Preserve. The portion of the farm located in Clay Township was exempted from the preservation easement. The tract contains the main barn, ag buildings, single-family farm dwelling and accessory farm residence (mobile home). Both residential uses have their own on-lot water and sewer supply.

The Martin's are proposing to add a permanent accessory farm dwelling (2,432 sf) on the Clay Township portion of the farm in which him and his wife would reside. His grandmother currently

resides in the mobile home and that unit will be turned into an echo housing unit. An ECHO Housing Agreement will need to be executed.

The construction of the new dwelling does not involve the preserved portion of the farm. There will need to be a new primary and replacement sewage absorption areas established and the only place that could accommodate the required isolation distances from the existing wells would be on their land on the west side of Clay Road in Elizabeth Township. A request was submitted to the Lancaster County Ag Preserve Board to place the sewage system on the preserved farm and was reviewed and given approval at their June 27, 2024 meeting.

Gary Landis made a motion, seconded by Keith Martin to approve the waiver of Land Development noting that the sewer system will be placed in Elizabeth Township and Clay Township will issue a Highway Occupancy Permit to bore under the road to the Clay Township parcel where the house will be built. * The motion was unanimously approved.

5. 1765 K-Ville 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 60 days, until September 20, 2024. * The motion was unanimously approved.

Old Business

None

New Business

1. Approve Attendance at LCATS meeting on 8/29/2024

Keith Martin made a motion, seconded by Gary Landis to approve attendance for Tim Lausch, Keith Martin, Gary Landis and Bruce Leisey to the meeting in the amount of \$18.00 per person. * The motion was unanimously approved.

2. 227-229 Woodcorner Road – NOV Review

Bruce Leisey informed the Board of Supervisors that the reviewed building plans have been with the developer's architect since May and they are looking to have them returned to ABI the end of July.

Keith Martin made a motion, seconded by Gary Landis to require a written update from the developer by August 12, 2024 regarding the status of the plans and also require a monthly written update prior to each evening Board of Supervisors meeting on the on-going status of the plans. * The motion was unanimously approved.

3. Update on Restricting Access to Snyder Lane from Clay School Road

Bruce Leisey informed the Board of Supervisors that Clayland representatives attended the June 24, 2024 Planning Commission meeting to review and discuss the Snyder Lane traffic restriction option including the closing of the south bound lane from Clay School Road to the entrance to Valley View MHP. Residents attending the meeting did not appear to be in favor of the restriction. The Planning Commission asked the developer to report back to the next meeting with more details on the traffic study completed for the plan.

4. Update on Short Term Rental Ordinance

Bruce Leisey updated the Board of Supervisors on the proposed Short Term Rental Ordinance.

There was discussion on allowing accessory structures to be converted into a STR, which zoning districts to allow STRs, guidelines to allow by conditional use, fees and license renewal.

Township Staff will continue to work on the draft Ordinance and discuss with the Planning Commission Board at their next meeting.

5. Discussion on R3 Zoning Amendment to Zoning Ordinance

Bruce Leisey updated the Board of Supervisors on the R3 Zoning Amendment. Bruce stated that the Planning Commission Board recommended Lots 1, 6, and 7 be considered to be rezoned to R3.

The Board of Supervisors authorized Township Staff to discuss this potential rezoning with the property owners and update the Board of Supervisors at its next meeting.

6. Acknowledgement of Acceptance of Public Works Employment Offer

Bruce Leisey stated that the Board of Supervisors held an Executive Session on 6/10/24 to interview the candidate, at their 6/10/24 evening meeting the Board of Supervisors authorized Bruce Leisey to extend an offer of employment to the candidate and on 7/1/24 the candidate accepted the employment offer.

Keith Martin made a motion, seconded by Gary Landis to hire Ryan Bradley, Lititz as a Public Works #2 Employee at a rate of \$28.00 per hour, effective 7/15/24 contingent on passing drivers and background check. * The motion was approved unanimously.

Bills to be Paid

General Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the General Fund bills totaling \$63,405.35 for the month of June. * The motion was approved unanimously.

Rec Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the Recreation Fund bills totaling \$2,468.05 for the month of June. * The motion was approved unanimously.

Sewer Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the Sewer Fund bills totaling \$6,131.56 for the month of June. * The motion was approved unanimously.

Capital Reserve Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the Capital Reserve Fund bills totaling \$40,226.52 for the month of June. * The motion was approved unanimously.

Executive Session

Keith Martin made a motion, seconded by Gary Landis to enter into Executive Session at 8:27 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 8:36 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 8:39 P.M. * The motion was approved unanimously.

Clay Township Board of Supervisors

Timothy Lausch, Chairman

Keith Martin, Vice Chairman

Gary Landis, Secretary