

CLAY TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING MINUTES  
October 14, 2024

The Supervisors of Clay Township met on a regularly scheduled meeting date of October 14, 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 Luke Rohrer, 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 6:30 p.m.

Bruce Leisey presented the Oath of Office to Luke Rohrer.

**Meeting Minutes**

Keith Martin made a motion, seconded by Tim Lausch to approve the September 9, 2024, meeting minutes meeting with the addition of details on where ARPA funds were utilized. \* The motion was unanimously approved.

**Treasurer's Report**

Keith Martin made a motion, seconded by Luke Rohrer to approve the September 2024 Treasurer's Report. \* The motion was unanimously approved.

## **Visitors**

### 1. Ephrata Recreation Center

Maria Rotella, Program Coordinator and Rick Wagner, Director were present on behalf of the Ephrata Recreation Center. Maria Rotella reviewed the participation statistics for the 2024 Summer Municipal program with the Board of Supervisors. Clay Township had a 9% increase from 2023 with 190 registrations in 2024. The 2024 program had a total of 17 camps with 1,224 registrations. Maria Rotella and Rick Wagner thanked the Township for their continued support.

The Board of Supervisors expressed their appreciation for the staff at the Ephrata Recreation Center and all the programs and services they provide to the community.

## **Engineer's Report**

### 1. Scott & Jennifer Althouse – Stormwater Mgt Plan Approval 24-07

Michael Hartman, dHEnterprises, reviewed the plan with the Board of Supervisors. The property is located at 595 W Church Road, Stevens the applicant is proposing to construct a single family dwelling on the 14.64 acre lot. The proposed improvements will include the construction of a single-family dwelling, driveway and storm water management systems.

There was discussion on the Easement Agreement that will be drafted for access to the stormwater basin.

Luke Rohrer made a motion, seconded by Keith Martin to grant conditional approval of the stormwater mgt plan contingent on compliance with the Hanover Engineering letter dated October 14, 2024. \* The motion was unanimously approved.

### 2. Paul B Trailer Display Plan

Jere High, representative from Paul B, reviewed the infiltration test results with the Board of Supervisors.

There was discussion on the infiltration rate, maintenance agreement language and time frame for use of display area.

The Board of Supervisors recommended Jere High submit the infiltration report and begin the process for a Waiver of Land Development starting with the Planning Commission. No other decisions were made at this time.

## **Old Business**

### 1. 227/229 Woodcorner Road – Defer Enforcement of Notice of Violation

Clair Zimmerman reviewed the status update report with the Board of Supervisors. Clair Zimmerman and Ezra Martin stated that the sprinkler and alarm system have been approved and the MEP drawings were submitted to ABI for plan review.

There was discussion on the preliminary submittal of a subdivision plan, building occupancy loads and sewer planning.

Mr. Zimmerman was informed of the Board's growing frustration with the lack of progress and instructed to work to provide Township with accurate uses and occupancy loads.

Trust beneficiaries present indicated that some revisions were needed to the subdivision plan being submitted.

Jennifer Mejia stated that all information must be submitted to the Trust and there must be agreement between both parties before moving forward.

Keith Martin made a motion, seconded by Luke Rohrer to defer enforcement of the Notice of Violation for 229 Woodcorner Road until November 11, 2024. \* The motion was approved with Luke Rohrer voting yes, Keith Martin voting no and Tim Lausch voting yes.

## **New Business**

### 1. Stephenson Equipment, Inc. – Approve Adjustment to Outfitting Quotation for International Dump Truck

Kurtis Bollinger reviewed the outfitting quote with the Board of Supervisors for the new truck. When the original outfitting order was placed it was quoted as a forced hydraulic system with cable instead of air over hydraulic. Kurtis is recommending changing the outfitting so it would mirror the current trucks owned by the Township. Kurtis stated that there would be an increased cost and lead time for the truck if the change was made.

There was discussion on the importance of having a fleet of trucks mechanically identical for ease of use by different public works employees.

Luke Rohrer made a motion, seconded by Keith Martin to approve the adjustment to the outfitting quote not to exceed \$10,000 to make the change on the new truck. \* The motion was approved unanimously.

2. Approval of Proposal for Limerock Road Bridge over Middle Creek Repair

Bob Lynn informed the Board of Supervisors that quotes have been solicited from Mar-Allen Concrete, Lobar Construction and J. Fulkroad Construction. To date, Mar-Allen is the only quote received.

There was discussion on time frame to complete the work and possibility of turning the bridge over in the future to the property owners.

Keith Martin made a motion, seconded by Luke Rohrer to grant conditional approval to Mar-Allen Concrete in the amount of \$19,215.00 subject to no lower responses received from the other contractors by 10/17/2024. \* The motion was unanimously approved.

3. Permission to use Portable Lights at Snyder Park

Bruce Leisey reviewed the request with the Board of Supervisors.

Keith Martin made a motion, seconded by Tim Lausch to deny the request for 2024 but would review the request in 2025 with specifics on locations of lights and times they would be used. There was concerns expressed regarding the safety of the participants utilizing the park after dark. \* The motion was unanimously approved.

4. Adopt Resolution Executing Agreement for Acceptance of Multimodal Transportation Grant

Bruce Leisey reviewed the Resolution with the Board of Supervisors.

Keith Martin made a motion, seconded by Luke Rohrer to adopt Resolution #10142024 for the acceptance of Multimodal Transportation funds from the PA Department of Transportation. \* The motion was unanimously approved.

5. Approve Advertising of Bid Solicitation for Construction of New Salt Shed

Bob Lynn informed the Board of Supervisors that the plans and bid documents have been completed. Bob stated with approval for advertising, bids would be opened on 11/8/2024 and anticipate the project bids would be awarded and executed at the November 11, 2024 meeting.

Luke Rohrer made a motion, seconded by Keith Martin to approve advertising of bid solicitation for construction of a new salt shed with an opening date of 11/8/2024. \* The motion was unanimously approved.

6. Review and Approve Proposal for MS4 Residue Measurement Services

Bruce Leisey reviewed the quote received from TeamAg to conduct residue measurement services. These services are required to determine the pollutant reduction credits available from no-till farms in the Township's urbanized area. Bruce Leisey informed the Board of Supervisors that a MS4 Committee meeting was held on 10/4/2024 and there was discussion regarding streambank rehabilitation project at Hopeland Park and the development of a pilot program for no-till practices.

Keith Martin made a motion, seconded by Luke Rohrer to approve the proposal dated 10/9/2024 submitted by TeamAg. \* The motion was unanimously approved.

7. Discussion on Correspondence from LCPD regarding Countywide Growth Area Recalibration

Bruce Leisey informed the Board of Supervisors that he was contacted by Joella Neff, LCPD, regarding analyzing growth areas within the Township and any possible changes that could be made in zoning.

The Board of Supervisors recommend that Joella Neff attend a Township Planning Commission meeting to go over the sites that have been identified. From that meeting, the Planning Commission can make recommendations to the Board of Supervisors for review.

8. Appoints Representative to EAJA

Bruce Leisey informed the Board of Supervisors of the vacant spot on the EAJA Board with Supervisors Landis' retirement.

Keith Martin made a motion, seconded by Tim Lausch to appoint Luke Rohrer as a representative for Clay Township on the EAJA Board. \* The motion was unanimously approved.

9. Approve Attendance to LCATS Meeting November 7, 2024

Bruce Leisey reviewed date and time of the meeting with the Board of Supervisors.

Keith Martin made a motion, seconded by Luke Rohrer to approve attendance of up to four people to the meeting. \* The motion was unanimously approved.

## **Bills to be Paid**

### **General Fund**

Keith Martin made a motion, seconded by Luke Rohrer, to approve the General Fund bills totaling \$220,822.59 for the month of September. \* The motion was approved unanimously.

### **Rec Fund**

Keith Martin made a motion, seconded by Luke Rohrer, to approve the Recreation Fund bills totaling \$665.12 for the month of September. \* The motion was approved unanimously.

### **Sewer Fund**

Keith Martin made a motion, seconded by Luke Rohrer, to approve the Sewer Fund bills totaling \$5,528.66 for the month of September. \* The motion was approved unanimously.

### **Capital Reserve Fund**

Keith Martin made a motion, seconded by Luke Rohrer, to approve the Capital Reserve Fund bills totaling \$7,861.75 for the month of September. \* The motion was approved unanimously.

## **Executive Session**

Keith Martin made a motion, seconded by Luke Rohrer to enter into Executive Session at 9:01 PM. to discuss personnel issues and potential litigation. \* The motion was approved unanimously.

Keith Martin made a motion, seconded by Luke Rohrer to exit Executive Session at 9:55 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 Luke Rohrer, to adjourn the meeting at 10:02 P.M. \* The motion was approved unanimously.

Clay Township Board of Supervisors

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Timothy Lausch, Chairman

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Keith Martin, Vice Chairman

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Luke Rohrer, Secretary