

CLAY TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
December 17, 2024

The Supervisors of Clay Township met on an advertised meeting date of December 17, 2024, at 7:00 AM 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 also posted in accordance with the Second-Class Township Code and the Sunshine Law.

Supervisors present were Timothy Lausch, Chairman, Keith Martin, Vice President and Luke Rohrer, Secretary.

Bruce Leisey, Township Manager, Wendy Hackman, Administrative Assistant and Robert Lynn, Hanover Engineering were present.

Tim Lausch called the meeting to order at 10:36 AM.

Meeting Minutes

Luke Rohrer made a motion, seconded by Keith Martin to approve the November 26, 2024 meeting minutes. * The motion was unanimously approved.

Visitors

None

Engineer's Report

1. Rufus Zimmerman 23-07 – Stormwater Management Agreement and Cost Opinion

Bruce Leisey reviewed the Stormwater Management Agreement and Bob Lynn reviewed the Cost Opinion with the Board of Supervisors. The project consisted of demolishing a portion of the existing driveway and construction of a new driveway and detached garage with stormwater management facilities.

Keith Martin made a motion, seconded by Luke Rohrer to approve the Stormwater Management Agreement and Cost Opinion in the amount of \$17,839.34. * The motion was unanimously approved.

Old Business

1. Approve 2025 Budget

Bruce Leisey informed the Board of Supervisors that there were no changes to the budget since the last meeting.

Luke Rohrer made a motion, seconded by Keith Martin to approve and adopt the 2025 budget. * The motion was unanimously approved.

2. Approve Payment to Ditchcreek Utility Services for Hopeland Televising 2024

Bob Lynn reviewed the invoice with the Board of Supervisors. There was discussion on manhole testing, laterals, sump pump connections, valve pit and planning for future repairs.

Keith Martin made a motion, seconded by Luke Rohrer to approve payment to Ditchcreek Utility Services in the amount of \$6,477.24. * The motion was unanimously approved.

New Business

1. Approve Dates for Tax Collectors Use of Building

Luke Rohrer made a motion, seconded by Keith Martin to approve the Tax Collectors dates for March and April 2024. * The motion was unanimously approved.

2. Authorize Street Light Assessment and Sewer User Fee Liens

Bruce Leisey reviewed the past due list with the Board of Supervisors. Township Staff will try to reach out to the property owner one more time before starting the lien process.

Luke Rohrer made a motion, seconded by Keith Martin to approve filing liens for one street light assessment and five sewer user fees accounts if payment is not received. * The motion was unanimously approved.

Bills to Be Paid

Keith Martin made a motion, seconded by Luke Rohrer to pay General Fund bills in the amount of \$9,458.53. * The motion was unanimously approved.

Keith Martin made a motion, seconded by Luke Rohrer to pay Rec Fund bills in the amount of \$118.11. * The motion was unanimously approved.

Keith Martin made a motion, seconded by Luke Rohrer to pay Sewer Fund bills in the amount of \$6,477.24. * The motion was unanimously approved.

Adjournment

Keith Martin made a motion, seconded by Luke Rohrer, to adjourn the meeting at 11:41 AM. * The motion was approved unanimously.

Clay Township Board of Supervisors

Timothy Lausch, Chairman

Keith Martin, Vice Chairman

Luke Rohrer, Secretary