

CLAY TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING MINUTES  
February 10, 2025

The Supervisors of Clay Township met on a regularly scheduled meeting date of February 10, 2025, 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 6:31 p.m.

**Meeting Minutes**

Luke Rohrer made a motion, seconded by Keith Martin to approve the January 13, 2025 meeting minutes. \* The motion was unanimously approved.

**Treasurer's Report**

Luke Rohrer made a motion, seconded by Keith Martin to approve the January 2025 Treasurer's Report. \* The motion was unanimously approved.

**Visitors**

None

## **Engineer's Report**

### 1. Wildflower Commons – Revised Final Plan

Bob Lynn explained to the Board of Supervisors that the plan that was approved by Clay Township did not meet the County criteria to be processed under the MOU. Township Staff and Lancaster County Planning Commission agreed that the changes could be recorded on the As-Built plans instead.

The plan will be withdrawn as a revised submission. The Board of Supervisors will sign the revised plan as an acknowledgement of plan approval, but the changes will not be recorded until the As-Built plans are submitted.

## **Old Business**

None

## **New Business**

### 1. 225/227/229 Woodcorner Road – Review and Discuss Progress Report and Consent Agreement

Lamar Snyder, Hoover Building Specialist, reviewed the monthly progress report with the Board of Supervisors.

Lamar stated that they are planning to submit a building permit application for 225 the week of March 3<sup>rd</sup>, 227 the week of March 10<sup>th</sup>. At this point, they will need more time for the building Permit application for 229.

### 2. Approve Municipal Office HVAC Maintenance Service Proposal for 2025

Bruce Leisey reviewed the proposal with the Board of Supervisors.

Keith Martin made a motion, seconded by Luke Rohrer to approve the proposal with Ames Mechanical in the amount of \$2,729.00 for a Spring and Fall maintenance visit. \* The motion was unanimously approved.

3. Review of March Zoning Hearing Applications

Bruce Leisey reviewed the applications with the Board of Supervisors.

Jennifer Mejia suggested tabling the item until Executive Session.

The Board of Supervisors tabled this item till Executive Session because of potential litigation.

4. Review Fence Agreement for Snyder #2 Baseball Field

Bruce Leisey reviewed the discussion had at the Rec Board meeting with the Board of Supervisors. Ephrata Baseball Association has retained the funds to install a home run fence at Snyder #2 with no cost to the Township. Bruce also stated that there was discussion on allowing EBA to sell advertising signs for the fence as a fundraiser starting in 2026.

Keith Martin made a motion, seconded by Luke Rohrer to approve the installation of the home run fence at Snyder #2 utilizing the funds raised by EBA and authorize Jennifer Mejia to draft an agreement between the Township and EBA outlining the details of the fence. \* The motion was unanimously approved.

At this time, the advertising campaign fundraiser was tabled for Township Staff to look into the details further.

5. Approve EBA Weekend Base Ball Field Dates for 2025

Bruce Leisey reviewed the dates with the Board of Supervisors. At this time, there are no conflicting park rentals with the dates requested.

Keith Martin made a motion, seconded by Luke Rohrer to approve the requested dates. \* The motion was unanimously approved.

6. Approve Rental Agreement for John Deere Tractor and Tiger Mower

Bruce Leisey reviewed the agreement with the Board of Supervisors.

Keith Martin made a motion, seconded by Luke Rohrer to approve the monthly rental in the amount of \$7,800.00 (plus hauling). \* The motion was unanimously approved.

7. Discussion on MS4 Farmer Educational Meeting

Bruce Leisey reviewed the meeting agenda with the Board of Supervisors. Bruce stated that the meeting will be on March 10, 2025 and it will be a joint meeting with Ephrata Township. Details are still being worked out regarding topics and location.

Luke Rohrer made a motion, seconded by Keith Martin to approve a cost of not to exceed \$2,500.00 for the meeting and food provided. \* The motion was unanimously approved.

8. Approve Resolution to Participate in Lancaster County Road Maintenance Co-Op

Bruce Leisey reviewed the quantities for the 2025 road work and line painting. Bruce explained that the Township is broken out into 3 areas on a 4 year rotation with one year open in case of unplanned work.

Keith Martin made a motion, seconded by Luke Rohrer to approve Resolution #021025 to participate in a co-operative bidding and purchasing agreement for line painting and bituminous seal coat. \* The motion was unanimously approved.

**Executive Session**

Keith Martin made a motion, seconded by Luke Rohrer to enter into Executive Session at 8:00 PM to discuss Personnel Issues and Potential Litigation. \* The motion was unanimously approved.

Keith Martin made a motion, seconded by Luke Rohrer to exit Executive Session at 8:37 PM. \* The motion was unanimously approved.

Luke Rohrer made a motion, seconded by Keith Martin to authorize Jennifer Mejia to send a letter to the Zoning Hearing Board Solicitor and Zoning Officer to state the Board of Supervisors' objection to Use Variance requested in Case #700 scheduled for March 6, 2025. \* 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 \$174,963.91 for the month of January. \* The motion was approved unanimously.

Rec Fund

Keith Martin made a motion, seconded by Luke Rohrer, to approve the Recreation Fund bills totaling \$63.46 for the month of January. \* The motion was approved unanimously.

Sewer Fund

Keith Martin made a motion, seconded by Luke Rohrer, to approve the Sewer Fund bills totaling \$4,343.48 for the month of January. \* 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 \$4,507.26 for the month of January. \* 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

**Adjournment**

Keith Martin made a motion, seconded by Luke Rohrer, to adjourn the meeting at 8:48 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