CLAY TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
September 14, 2026

The Supervisors of Clay Township met on a regularly scheduled meeting date of September 14, 2026, 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, Hanover Engineering and Jennifer Mejia, Mejia Law Group.

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. Bruce Leisey disclosed that a reporter from Lancaster Newspapers was in attendance of the meeting and would be recording the meeting.

Meeting Minutes

Luke Rohrer made a motion, seconded by Keith Martin to approve the August 10, 2026 meeting minutes. * The motion was unanimously approved.

Treasurer's Report

Keith Martin made a motion, seconded by Luke Rohrer to approve the August 2026 Treasurer's Report. * The motion was unanimously approved.

Visitors

None

Engineer's Report

1. Stony Lane Stormwater Analysis

Bob Lynn informed the Board of Supervisors that Hanover is currently working on analyzing the changes in runoff patterns between current conditions and pre 2018 conditions and drafting a sketch plan with possible improvements.

2. Zimmco Ent SWMP Plan – Time Extension #26-05

Bob Lynn explained that the applicant is proposing an extension to an existing building and changes in the parking layout requiring reconfiguration to the existing stormwater management facilities.

Luke Rohrer made a motion, seconded by Keith Martin to approve the 90 day time extension request for the plan. The new deadline is 12/19/2026 * The motion was unanimously approved.

3. Glasshouse Vineyards – Approve Sewage Planning Module

Bruce Leisey explained that Glasshouse will be using an existing holding tank for the tasting room waste and a sewage planning module is needed.

Keith Martin made a motion, seconded by Luke Rohrer to authorize execution of the Module and Resolution contingent on approval from the Planning Commission at their September 28, 2026 meeting. * The motion was unanimously approved.

Old Business

1. 227/229 Woodcorner Road – Sewage Tank Holding Agreement

Peter Wertz, Mcnees Wallace, representing the Emma B. Zimmerman Trust and James Clymer, Clymer, Musser & Sarno, representing Clair Zimmerman were present.

There was discussion on the proposed Holding Tank Agreement. Both parties understand the need for the agreement but would like to have a better understanding of the costs associated with public sewer prior to signing an agreement.

A status update will be provided for the November 9, 2026 meeting.

2. 227/229 Woodcorner Road – NOV Update

Lamar Snyder, Hoover Building Specialists, reviewed the status report with the Board of Supervisors.

Lamar also explained that Clair Zimmerman has requested to lease more space to an existing tenant in the 229 building.

There was discussion on the status of the permit submittal for 229. Lamar stated that they are still working on the permit.

It was agreed to deny the request for allowing the expansion of the leased area at 229 Woodcorner Road.

3. 615 Sunnyside Road – NOV Update

Jennifer Mejia stated that a hearing is scheduled for 9/29/2026 at Lancaster County.

New Business

1. Reinholds Community Ambulance Assoc – Approval of First Response Area Change Request

Laura Martin, Ephrata Community Ambulance Assoc (ECAA), explained that on 9/14/2026 ECAA is going in-service as an Advanced Life Support Agency (ALS).

Reinholds Community Ambulance is requesting to update their run cards for a small portion of Clay Township along 897 that they are listed as first due. They are requesting to utilize ECCA as the primary ALS unit for any calls in their running area. They have already updated their run cards in all other municipalities to ECCA ALS units.

Keith Martin made a motion, seconded by Luke Rohrer to approve the request to update run cards from Wellspan ALS to ECCA ALS. * The motion was approved unanimously.

2. Attendance at LCATS Annual Convention – 11/5/26

Keith Martin made a motion, seconded by Luke Rohrer to approve attendance for up to 4. * The motion was approved unanimously.

3. Lancaster County Planning Department – Request for funding match for Act 167 Plan

Bruce Leisey explained that the County needs to update the Act 167 Plan (Stormwater Management Plan). The County is pursing State grant funding and municipal contributions for the required local funding match.

Luke Rohrer made a motion, seconded by Keith Martin to approve the requested funding match in the amount of $800.00. * The motion was approved unanimously.

Bills to be Paid

General Fund

Keith Martin made a motion, seconded by Luke Rohrer, to approve the General Fund bills totaling $103,156.55 for the month of August. * The motion was approved unanimously.

Rec Fund

Keith Martin made a motion, seconded by Luke Rohrer, to approve the Recreation Fund bills totaling $886.29 for the month of August. * The motion was approved unanimously.

Sewer Fund

Keith Martin made a motion, seconded by Luke Rohrer, to approve the Sewer Fund bills totaling $19,381.66 for the month of August. * 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 $2,095.50 for the month of August. * The motion was approved unanimously.

Executive Session

Keith Martin made a motion, seconded by Luke Rohrer to enter into Executive Session at 8:02 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 8:50 PM. * The motion was unanimously approved.

No action was taken.

Reports for the Month

1. EMS Providers
2. Engineer's Report
3. Manager's Report
4. Zoning Officer's Report

Adjournment

Luke Rohrer made a motion, seconded by Keith Martin, to adjourn the meeting at 9:15 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