

CLAY TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING MINUTES  
August 9, 2021

The Supervisors of Clay Township met on a regularly scheduled meeting date of August 9, 2021, 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.

Supervisors present were Tim Lausch, Chairman, Keith Martin, Vice-Chairman and Gary Landis, Secretary.

Also, present was Bruce Leisey, Township Manager, Bob Lynn of Hanover Engineering, 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 6:35 p.m.

**Meeting Minutes**

Gary Landis made a motion, seconded by Keith Martin to approve the July 12, 2021 meeting minutes with the following additions on page 2 Josh Boulton said homes will be similar to styles in the Home Towne Square development and page 3 in response to Richard Stauffer, Bob Lynn said that the Wyndale development streets as a whole do not meet township standards. \* The motion was unanimously approved.

**Treasurer's Report**

Keith Martin made a motion, seconded by Gary Landis to approve the Treasurer's Report for the month of July 2021. \* The motion was unanimously approved.

**Visitors**

Tim Lausch and Keith Martin expressed their thanks to all the Emergency Service Providers for their professional service and operations on August 4, 2021 during the Weaver Nut Company fire.

1. Cosmo Perrazzo, 425 Ashton Circle

Mr. Perrazz asked if the Board of Supervisors have viewed the pictures and videos of the public trail going through the Home Towne Square development that he had shared with Bruce Leisey.

Bruce Leisey said that he did inform the Board of Supervisors of the video and pictures, but they have not had a chance to view them at this time.

### **Engineer's Report**

1. Wyndale – Time Extension Request Plan #20-09 8/9/21

Bruce Leisey reviewed the time extension request with the Board of Supervisors.

Gary Landis made a motion, seconded by Keith Martin to approve the time extension request to make a decision on the Wyndale plan until 9/14/21. \* The motion was unanimously approved.

2. Blue Bell MHP – Land Development Plan – Time Extension 9/9/2021

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 to make a decision on the Blue Bell MHP plan until 11/9/21. \* The motion was unanimously approved.

3. First Response Team of America – Escrow Release Request

Bob Lynn reviewed the escrow release request with the Board of Supervisors.

Gary Landis made a motion, seconded by Keith Martin to approve release of escrow in the amount of \$160,137.29, retaining a balance of \$82,181.00. \* The motion was unanimously approved.

### **Old Business**

1. Adopt Resolution Approving Execution of Sewer Service Agreement

Jennifer Mejia reviewed the resolutions with the Board of Supervisors.

Keith Martin made a motion, seconded by Gary Landis to execute Resolution #080921 approving execution of an Intergovernmental Cooperation Agreement consisting of a Sewer Service Agreement between the Ephrata Borough Authority, the Township of Clay and the Borough of Ephrata to provide sanitary sewer services to a designated sewer service area within the Township of Clay. \* The motion was unanimously approved.

2. Adopt Resolution Approving Consent Agreement

Gary Landis made a motion, seconded by Keith Martin approve execution of Resolution #080921A approving execution of a Consent Agreement between the Borough of Ephrata and the Township of Clay in connection with a Sewer Service Agreement with the Ephrata Borough Authority and the Township of Clay to confirm Authority's addition of a Clay Township resident to the Authority Board and the continuation of sewer service from 1983 Agreement through present. \* The motion was unanimously approved.

3. Approve Advertising of Draft Sewer Connection Ordinance

Township Staff reviewed the contents of the draft Sewer Connection Ordinance with the Board of Supervisors.

Gary Landis made a motion, seconded by Keith Martin to approve advertising of the draft Clay Township Sewer Connection Ordinance. \* The motion was unanimously approved.

**New Business**

1. Annex Renovation Project – Request for Payments

Township Staff reviewed the request for payments with the Board of Supervisors.

Keith Martin made a motion, seconded by Gary Landis to approve payment on Contract #1, Payment Application #4 Wagman Construction in the amount of \$130,924.80; Contract #2 Payment Application 2 Ames Construction in the amount of \$14,337.42; Contract #4 Payment #2 Ames Construction in the amount of \$7,395.62; Contract #3 Payment #2 KH Electric in the amount of \$11,570.21. \* The motion was unanimously approved.

Gary Landis made a motion, seconded by Keith Martin to approve Change Order #1 for Contract #1 Wagman Construction in the amount of \$1,705.44. \* The motion was unanimously approved.

2. Attendance at PSATS Business Meeting October 15, 2021

After discussion, Gary Landis made a motion seconded by Keith Martin to approve attendance of up to 2 attendees at the meeting. Attendees to be determined at a later date. \* The motion was unanimously approved.

3. Approve and Execute Penn Dot Winter Snow Removal Contract

After review, Gary Landis made a motion, seconded by Keith Martin to approve and execute the 2021/2022 Winter Maintenance Contract with Penn Dot in the amount of \$18,809.03. \* The motion was unanimously approved.

4. Review and Approve Modification to Fence and Wall Ordinance

Township Staff reviewed comments with the Board of Supervisors.

Keith Martin made a motion, seconded by Gary Landis to approve advertising of modification to Fence and Wall Ordinance. \* The motion was unanimously approved.

**Executive Session**

Keith Martin made a motion, seconded by Gary Landis to enter into Executive Session at 8:45 PM to discuss personnel. \* The motion was approved unanimously.

Keith Martin made a motion, seconded by Gary Landis to exit Executive Session at 9:15 PM. \* The motion was approved unanimously.

There was discussion on personnel issues.

**New Business Con't**

5. Review and Approve updated Cell Phone Policy

Township Staff reviewed updated policy with the Board of Supervisors.

Keith Martin made a motion, seconded by Gary Landis to adopt updated Employee Policy on Handheld Devices, Texting and Phone Usage while Driving dated August 2021. \* The motion was approved unanimously.

6. Discussion and Possible Decision on Purchase of New Snowplow

After discussion, Keith Martin made a motion, seconded by Gary Landis to approve purchase of a Monroe MHP40-58-11 snowplow and the sale of the Monroe MPFT36-60-11 snowplow. The new snowplow will be more efficient to use on a variety of roads in the Township. \* The motion was approved unanimously.

7. Penn Dot's Request to use North Clay Road as Detour Route

Bruce Leisey informed the Board of Supervisors that the bridge on Hopeland Road at Furnace Run will be closed for replacement and Penn Dot has requested the detour to utilize North Clay Road. Due to the road configuration and the stone wall located at the intersection of North Clay Road and Hopeland Road, the Board of Supervisors does not approve this request. The Board of Supervisors is also concerned with oversized tractor trailers using North Clay Road during the detour.

Keith Martin made a motion, seconded by Gary Landis to authorize the Township Engineer to draft a request to Penn Dot asking for permission to place a sign prohibiting 102' trailers on North Clay Road in Penn Dot's West Main Streets right-of-way. \* The motion was approved unanimously.

8. Request to Install Dry Hydrants

Bruce Leisey informed the Board of Supervisors of a request from the Durlach Mt Airy Fire Company for the Township to provide materials and equipment to install 2 dry hydrants in the Township at the fire dam on Durlach Road and off Middle Creek lake off Millstone Road.

Keith Martin made a motion, seconded Gary Landis to approve purchase of materials and supply equipment and labor to install the 2 dry hydrants. \* 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 \$159,499.16 for the month of July. \* The motion was approved unanimously.

Rec Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the Recreation Fund bills totaling \$10,510.13 for the month of July. \* The motion was approved unanimously.

Sewer Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the Sewer Fund bills totaling \$2,561.72 for the month of July. \* The motion was approved unanimously.

Capital Reserve

Keith Martin made a motion, seconded by Gary Landis to approve the Capital Reserve Fund bills totaling \$127,514.09 for the month of July. \* The motion was approved unanimously.

Liquid Fuel

Keith Martin made a motion, seconded by Gary Landis to approve the Liquid Fuel Fund bills totaling \$155,286.79 for the month of July. \* The motion was approved unanimously.

**Reports for the Month**

1. Chief of Police / Police Department
2. Fire Companies / Ambulance
3. Planning Commission Minutes
4. Solicitor's Report
5. Engineer's Report
6. Manager's Report
7. Road Master's Report
8. Zoning Officer's Report

**Adjournment**

Gary Landis made a motion, seconded by Keith Martin, to adjourn the meeting at 10:13 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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Gary Landis, Secretary