

CLAY TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
December 22, 2021

The Supervisors of Clay Township met on an advertised meeting date of December 22, 2021, at 11:00 a.m. 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 Timothy Lausch, Chairman, Keith Martin, Vice-President and Gary Landis, Secretary.

Bruce Leisey, Township Manager was also present.

Timothy Lausch called the meeting to order at 11:08 a.m.

Agenda Addition

Bruce Leisey requested the Board of Supervisors consider authorizing an additional item under New Business for Stephen Martin Escrow Transfer. The request is for a transfer of a Letter of Credit to a Cash Escrow. No funds will be distributed and no action on the plan will be taken. The decision will provide Mr. Martin the ability to cancel the Letter of Credit if approved.

Keith Martin made a motion, seconded by Gary Lands to add under New Business – Stephen Martin Escrow Transfer. * The motion was approved unanimously.

Meeting Minutes

Keith Martin made a motion, seconded by Gary Landis to approve the November 23, 2021 meeting minutes. * The motion was approved unanimously.

Visitors

None

Engineer's Report

None

New Business

1. Approve Wagman Construction Payment Application #6

Bruce Leisey reviewed the payment application with the Board of Supervisors.

Keith Martin made a motion, seconded by Gary Landis to approve payment in the amount of \$27,354.48 for Contract #1, Payment #6 (Final) to Wagman Construction Inc. * The motion was unanimously approved.

2. Approve Berg Construction Payment Application #1

Bruce Leisey reviewed the payment application with the Board of Supervisors.

Keith Martin made a motion, seconded by Gary Landis to approve payment in the amount of \$52,165.27 for Payment #1 (Final) and Changer Order #1 to Berg Construction LLC. * The motion was unanimously approved.

3. Township Managers Report

This item was tabled.

4. Approve 2022 Budget

Gary Landis made a motion, seconded Keith Martin to approve the 2022 Budget as printed in the agenda packet. * The motion was unanimously approved.

5. Approve Hiring Additional Part Time Snowplow Operator

Keith Martin made a motion, seconded by Gary Landis to approve hiring Earl Ray Zimmerman, 730 Flintstone Road, Ephrata as a Seasonal Public Works – Winter Maintenance Equipment Operator at a pay rate to be determined at the 2022 Reorganizational Meeting. * The motion was unanimously approved.

6. Adopt Resolution to Vacate Carpenter Road

After review, Keith Martin made a motion, seconded by Gary Landis to approve and execute Resolution #122221 authorizing and approving an agreement among Warwick Township, Ephrata Township, Clay Township, Kevin R Weaver and Charlene J Weaver, Emery H Martin and Eva Jane Martin and Paul E Zimmerman and Brenda J Zimmerman with respect to the vacation and abandonment of Carpenter Road. * The motion was unanimously approved.

7. Approve Increase in Cyber Insurance Coverage

Bruce Leisey reviewed the policy with the Board of Supervisors.

Keith Martin made a motion, seconded by Gary Landis to approve and execute the Cowbell Cyber Insurance Policy in the amount of \$1,844.00. * The motion was unanimously approved.

8. Approve use of Meeting Room for Real Estate Tax Collection

Keith Martin made a motion, seconded by Gary Landis to approve use of the meeting room for collection of real estate taxes on March 17, 2022, April 13, 2022, April 20, 2022 and April 29, 2022. * The motion was approved unanimously.

9. Stephen Martin Escrow Transfer

Bruce Leisey informed the Board of Supervisors that Stephen Martin is proposing to transfer his Letter of Credit to a cash escrow in order to remove the lien on the property so he can sell to his daughter.

Keith Martin made a motion, seconded by Gary Landis to approve, and execute a cash escrow agreement and release the Letter of Credit. * The motion was approved unanimously.

Bills to be Paid

Gary Landis made a motion, seconded by Keith Martin to approve payment in the amount of \$91,921.15 for General Fund bills, \$1,529.78 for Rec Fund bills and \$27,354.48 for Capital Reserve Fund bills. * The motion was unanimously approved.

Executive Session

Keith Martin made a motion, seconded by Gary Landis to enter into Executive Session at 11:20 a.m. to discuss Personnel Issues and Potential Litigation. * The motion was unanimously approved.

Keith Martin made a motion, seconded by Gary Landis to exit Executive Session at 11:51 a.m. * The motion was unanimously approved.

There was discussion on the YWAM Zoning Hearing Decisions. No decisions were made at this time.

Adjournment

Gary Landis made a motion, seconded by Keith Martin, to adjourn the meeting at 12:09 p.m. * The motion was approved unanimously.

Clay Township Board of Supervisors

Timothy Lausch, Chairman

Keith Martin, Vice Chairman

Gary Landis, Secretary