

CLAY TOWNSHIP BOARD OF SUPERVISORS  
MEETING MINUTES  
January 23, 2018

The Supervisors of Clay Township met on a regularly scheduled meeting date of January 23, 2018, at 7:00 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-Chairman and Gary Landis, Secretary.

Bruce Leisey, Township Manager, Earl Stauffer, Road Master and Jennifer Mejia, Township Solicitor were also present.

Tim Lausch called the meeting to order at 7:03 a.m.

**Meeting Minutes**

Keith Martin made a motion, seconded by Gary Landis to approve the November 28, 2017 meeting minutes as printed in the January 23, 2018 agenda. \* The motion was approved unanimously.

Gary Landis made a motion, seconded by Keith Martin to approve the December 26, 2017 meeting minutes as printed in the January 23, 2018 agenda with the following changes to page 2, paragraph 2 - Expenses have risen due to inflation, police related expenses and Stormwater MS4 Regulations Compliance. This tax millage increase will allow the Township to continue to preserve capital reserve fund monies for road and other capital projects and to provide for the necessities of General Government. \* The motion was approved unanimously.

**Visitors**

None

**Engineer's Report**

None

**Old Business**

None

**New Business**

1. Discussion on PW Hiring Process

The Township Manager informed the Board of Supervisors that the Interview Team consisting of Gary Landis, the Road Master and Township Manager reviewed all applications received and interviewed 7 qualified candidates. The Interview Team chose 3 candidates for the Board of Supervisors to interview. Since that time, one candidate chosen for a second interview has requested to be removed from the interview process.

After discussion, it was agreed the Interview Team revisit the hiring process and determine if they will add other candidate's to the pool for the Board of Supervisors to interview.

The Township Manager will schedule second interviews with the Board of Supervisors.

2. Appoint Alternate Sewer Enforcement Officer

Keith Martin made a motion, seconded by Gary Landis to appoint Len Spencer, 3479 Elizabethtown Road, Manheim, PA, 17545 as Alternate Sewer Enforcement Officer for Clay Township at the same rate of pay as the Sewer Enforcement Officer. \* The motion was approved unanimously.

**Bills To Be Paid**

Gary Landis made a motion, seconded by Keith Martin to approve General Fund Bills totaling \$1,644.61. \* The motion was approved unanimously.

Gary Landis made a motion, seconded by Keith Martin to approved Rec Fund Bills totaling \$47.73. \* The motion was approved unanimously.

\*\* Keith Martin excused himself from the meeting because of an employment conflict with the next agenda item. \*\*

\*\* Solicitor Jennifer Mejia of Mejia Law Group arrived. \*\*

3. Countryside Enterprises – Request to replace Traffic LOC Financial Guarantee with a Collateral Mortgage of Real Estate

Marlin Sensenig of Countryside Enterprise attended the meeting to address his request to substitute the \$150,000 Bond or Letter of Credit referenced in the Traffic Improvement Agreement executed by Countryside Enterprise and recorded in the Lancaster Recorder of Deeds for a Collateral Mortgage on the Tents for Rent property.

During the plan review process for the Countryside Enterprise Subdivision Plan, Countryside agreed to contribute \$150,000 to future traffic intersection improvements. The \$150,000 must be used within the next 10 years and is restricted to the intersection of Woodcorner Road and 322 but the timing of the improvements is otherwise at the Township’s discretion. The requested relief is based upon the cost associated with carrying the security for a period of potentially up to 10 years.

It was noted that the specific nature of this project is the basis for granting the requested relief and this form of security will not generally be accepted.

The requirements for the release of the Plan for recording and the recording timing and order were discussed. Countryside agreed to provide an updated assessment for the Countryside Enterprise property. Mr. Sensenig also agreed to provide an executed Collateral Mortgage and to record said mortgage simultaneously with the subdivision plan and Deed for the Tents for Rent property, to the extent possible and in any event within a 24 hour period.

After discussion, Gary Landis made a motion, seconded by Tim Lausch to approve the substitution of the form of security to a Collateral mortgage. \* The motion was unanimously approved.

**Adjournment**

Gary Landis made a motion, seconded by Tim Lausch, to adjourn the meeting at 9:02 a.m. \*The motion was approved unanimously.

Clay Township Board of Supervisors

---

Timothy Lausch, Chairman

---

Keith Martin, Vice Chairman

---

Gary Landis, Secretary