

CLAY TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
July 13, 2020

The Supervisors of Clay Township met on a regularly scheduled meeting date of July 13, 2020, 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, Jennifer Mejia of Mejia Law Group, Township Solicitor, and Bob Lynn of Hanover Engineering, Township Engineer.

Also attending were those listed on the meeting attendance sheet, which is attached to these Minutes.

Tim Lausch called the Meeting to order at 6:33 p.m.

Meeting Minutes

Gary Landis made a motion, seconded by Keith Martin to approve the June 8, 2020 meeting minutes. * 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 June 2020. * The motion was unanimously approved.

Engineer's Report

1. Stephen Martin Subdivision

Bert Nye, Red Barn and Stephen Martin reviewed the plan with the Board of Supervisors. The plan is to subdivide a 1.837-acre lot for residential use from a 12.535-acre lot with a house, barn and two chicken houses.

Gary Landis made a motion, seconded by Keith Martin to recommend approval of the following waiver, deferral and modifications as outlined in the Hanover Engineering letter dated 7/10/20. * The motion was unanimously approved.

SALDO Section 303 – Preliminary Plan Submission

The applicant is requesting a waiver of Preliminary Plan submission requirements. The justification provided includes that the plan is limited to the subdivision and development of a single-family dwelling and the requirements of Preliminary Plan can be addressed with the Final Plan application.

SALDO Section 602.K.3.b – Improvement of Existing Streets and Intersections

The applicant is requesting a deferral of the requirement to improve the existing street along the development frontage to meet the minimum width requirements. The justification provided includes that the development is limited to a single-family dwelling and no similar improvements or road configurations are provided in the area of the proposed development.

SALDO Section 604.D.8 – All lots, except flag lots, shall maintain a width of not less than 2/3 of the minimum required lot width for the entire depth of the lot

The applicant is requesting a modification of this requirement to allow a narrower width at the rear of the property due to the irregular shape and agricultural use of the parent tract and based on the direction provided by the Clay Township Planning Commission. We note that the justification is not included in the Red Barn June 18, 2020 request letter but was verbally presented to the Clay Township Planning Commission and is included on the Plan Cover sheet for recording.

SWMO Section 11-302.A.2.c – Loading Ratio of 5:1 for total drainage area to Stormwater Basin

The applicant is requesting a modification to allow a loading ratio of 11:1 for the total drainage area to the basin. The justification provided includes that the requirements for the impervious area loading ratio is net; the majority of runoff flows overland through vegetated areas before entering the basin; and, the facility is proposed to be immediately stabilized when completed.

Keith Martin made a motion, seconded by Gary Landis to approve the plan contingent on compliance with the Hanover Engineering letter dated 7/10/20. * The motion was unanimously approved.

Visitors

1. Bernie Lynch, 10 Farmland Drive

Mr. Lynch stated vehicles in disrepair are still there and loud vulgar language is being used constantly. Mr. Lynch is demanding the Board of Supervisors to take action.

Keith Martin suggested that Mr. Lynch speak with the Police Chief on the load noise, burning and vehicle violations.

Township Staff is currently working on zoning issues at the property.

Engineer's Report - Cont

2. Home Towne Square Phase 4 – Escrow Release Request

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

Keith Martin made a motion, seconded by Gary Landis to approve an escrow release in the amount of \$685,581.41, retaining a balance of \$194,204.21 on the Letter of Credit. * The motion was approved unanimously.

3. Acknowledgment of SB 841 Time Extensions

After review, Gary Landis made a motion, seconded by Keith Martin to acknowledge time extensions to August 18, 2020 as mandated by SB 841 for Marlin Martin and Blue Bell Mobile Home Park plans. * The motion was approved unanimously.

4. Wood Corner Properties, LLC – Approve Escrow Amount and Legal Agreements

After review, Gary Landis made a motion, seconded by Keith Martin to approve and execute the Land Development Agreement, Stormwater Management Agreement, MOU, Drainage Easement and Escrow Letter of Credit in the amount of \$1,063,999.00. * The motion was approved unanimously.

5. Correspondence on Lime Rock Road Bridge Weight Limit Reduction

Bruce Leisey informed the Board of Supervisors an interim inspection was performed on June 2, 2020. The current load weight limit was reduced to 20 tons and the combination limit was reduced to 24 tons. The posted signs were updated, and Emergency Services were notified.

Bruce Leisey and Bob Lynn will meet with neighboring property owners regarding the required change.

Monthly Reports

1. Zoning Monthly Report

Tom Zorbaugh reviewed his report with the Board of Supervisors.

Old Business

1. Park Opening

Bruce Leisey reviewed the park pavilion and bathroom opening with the Board of Supervisors.

After discussion, Keith Martin made a motion, seconded by Gary Landis to re-open the family bathroom at Snyder #2 pavilion from 8:00 AM – 8:00 PM. A notice will be posted that the bathroom is cleaned Monday, Wednesday and Friday. The other park bathrooms will only be open when there is a park rental. Pavilions will be available to rent one day per weekend and will be cleaned prior to rental. * The motion was unanimously approved.

2. Update on Sewer I&I Project

Bob Lynn informed the Board of Supervisors that the contractor has completed the noted repairs except the pipe joint offset repair coupling. Bob noted that many of the repairs did not require the anticipated labor and materials.

3. Approve 2020-2021 Municipal Snow Removal Contract

Keith Martin made a motion, seconded by Gary Landis to approve and execute the 2020-2021 Municipal Snow Removal Contract in the amount of \$18,209.84. * The motion was unanimously approved.

4. Execute Declaration of Reduced Sanitary Sewer Isolation Distance

After review, Gary Landis made a motion, seconded by Keith Martin to approve and execute the Declaration of Reduced Sanitary Sewer Isolation Distance for the property located at 355 W Girl Scout Road. * The motion was unanimously approved.

5. Correspondence from PA DEP

Bruce Leisey reviewed the correspondence from PA DEP dated 6/25/20 with the Board of Supervisors.

Township Staff is in the process of submitting the requested information

New Business

1. Schedule 2019 Audit Meeting

After discussion, Keith Martin made a motion, seconded by Gary Landis to approve advertising of Audit Meeting for Thursday, July 30, 2020 at 7:00 PM. * The motion was unanimously approved.

2. Review Phone System Maintenance Contract

After review, Gary Landis made a motion, seconded by Keith Martin to approve and execute the maintenance contract with E Comm Networks for maintenance on the phone system for 9/14/2020 – 9/13/2021 in the amount of \$1,256.00. * The motion was unanimously approved.

3. Approve Upgrade to Computer Network Server

After review, Keith Martin made a motion, seconded by Gary Landis to approve and execute the proposal to upgrade the domain controller and SQL Server in the amount of \$5,099.05. * The motion was unanimously approved.

Keith Martin made a motion, seconded by Gary Landis to approve purchase a new desk top computer for the Township Manager not to exceed \$900.00. * The motion was unanimously approved.

4. Township Manager Report

Bruce Leisey informed the Board of Supervisors that the proposal to replace the roof on Snyder #1 Pavilion will be made available to contractors. The options approved for proposal will be replace with ABM panel, replace with AB Seam Panel or replace with 35 Year Shingles. All options will include installation of Aluminum Fascia Covering.

Executive Session

Keith Martin made a motion, seconded by Gary Landis to enter into Executive Session at 9:02 PM to discuss personnel issues related to COVID 19 and Contract negotiations with Ephrata Borough Authority. * The motion was approved unanimously.

Gary Landis made a motion, seconded by Keith Martin to exit Executive Session at 10:45 PM. * The motion was approved unanimously.

It was decided the Board of Supervisors will institute daily temperature checks on all employees. Employees with a temperature will be sent home and will need to comply with CDC and Guidelines as per the Clay Township COVID 19 Policy. Township Department Heads will be responsible for the temperature testing of their staff daily and results will be forwarded to the Township Manager bi-weekly with time sheets.

Bills to be Paid

General Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the General Fund bills totaling \$47,040.63 for the month of June. * The motion was approved unanimously.

Rec Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the Recreation Fund bills totaling \$389.34 for the month of June. * The motion was approved unanimously.

Sewer Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the Sewer Fund bills totaling \$4,765.59 for the month of June. * 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

Keith Martin made a motion, seconded by Gary Landis, to adjourn the meeting at

11:10 P.M. * The motion was approved unanimously.

Clay Township Board of Supervisors

Timothy Lausch, Chairman

Keith Martin, Vice Chairman

Gary Landis, Secretary