

CLAY TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
June 10, 2019

The Supervisors of Clay Township met on a regularly scheduled meeting date of June 10, 2019, 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 Prunoske of Hanover Engineering, Inc., 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 6:30 p.m.

Meeting Minutes

Gary Landis made a motion, seconded by Keith Martin to approve the April 8, 2019 meeting minutes. * The motion was unanimously approved with Tim Lausch abstaining from the vote.

Keith Martin made a motion, seconded by Tim Lausch to approve the May 13, 2019 meeting minutes. * The motion was unanimously approved with Gary Landis abstaining from the vote.

Treasurer's Report

Keith Martin made a motion, seconded by Gary Landis to approve the Treasurer's Report for the month of May 2019. * The motion was unanimously approved.

Visitors

1. Gary Felpel – Charity Gardens HOA

Gary Felpel, President of Charity Gardens HOA, informed the Board of Supervisors the installation of additional street lighting along the Township Park on Agape Drive has been started.

Mr. Felpel expressed concerns with parking of trailers on the streets and the Township Park parking lot in the development. Bruce Leisey informed Mr. Felpel that later in the meeting the Board of Supervisors will be discussing a revision to the Township's Parking Ordinance to clarify

the parking regulations and after the proposed revised Ordinance is advertised and approved, the Police will enforce the parking regulations.

Mr. Felpel also informed the Board of Supervisors of the HOA's concerns with basketball nets being placed on the street or sidewalk and children playing in the streets.

Mr. Felpel also stated the HOA is willing to make a contribution to help offset the cost of installing a basketball court at the Charity Gardens Park to eliminate the need for placing individual basketball nets on the streets.

Bruce Leisey asked Mr. Felpel to forward HOA concerns and contribution information to him and he will forward to the REC Board for discussion at their 8/6/19 meeting.

Engineer's Report

1. Michael Martin – Escrow Release Request

Township Staff has not received a response from Mr. Martin regarding a solution to the issue of one of his stormwater basin's not adequately draining.

The Board of Supervisors tabled a decision on the escrow release request until the 6/25/19 meeting.

2. Barry Wissler – Stormwater Basin Discussion

Township Staff has not had an opportunity to meet with the Developer and individual property owners.

The Board of Supervisors tabled a decision until the 7/8/19 meeting.

3. Clay School Road Apartments – Escrow Release Request

After review, Gary Landis made a motion, seconded by Keith Martin to release the Letter of Credit in the amount of \$24,217.36 in exchange for a cash escrow from Developer in the amount of \$7,500.

Jennifer Mejia will draft a Cash Escrow Agreement to give notice of existing improvements still needing completion to the potential purchaser of the property.

4. Homestead Investments – Escrow Release Request

Bruce Leisey and Jennifer Prunoske reviewed the escrow release request with the Board of Supervisors.

Gary Landis made a motion, seconded by Keith Martin to release balance of cash escrow in the amount of \$6,193.06. * The motion was unanimously approved.

5. DOVE Westgate Church – Escrow Release Request

Bruce Leisey and Jennifer Prunoske reviewed the escrow release request with the Board of Supervisors.

Gary Landis made a motion, seconded by Keith Martin to release escrow in the amount of \$104,289.08, leaving a balance of \$29,543.94. * The motion was unanimously approved.

Old Business

1. Sewer Lateral and Manhole Investigation

Bruce Leisey and Jennifer Prunoske informed the Board of Supervisors that Hanover Engineering issued requests for proposals to five cleaning and televising contractors, based on the problem areas identified, including several house laterals. Proposals are due 6/20/19 for review and possible awarding at the 6/25/19 meeting.

2. Review RFP for Growing Greener Grant

Bruce Leisey reviewed points of the proposal from TeamAg with the Board of Supervisors.

Gary Landis made a motion, seconded by Keith Martin to award the 5/31/19 proposal from TeamAg with the Alternative Deliverable #2 being the preference, subject to approval by DEP and also TeamAg identifying two designees from TeamAg to be project managers to provide consistent communications with the Township Staff and Elected Officials.

Also discussed was the current Stormwater Management Ordinance, Keith Martin made a motion, seconded by Gary Landis to authorize Township Staff to prepare a revision to the Stormwater Management Ordinance to allow an additional exemption for impervious area created if conservation practices are being provided for. The draft revision will be properly advertised and discussed at a public meeting prior to any vote which shall also occur at a public meeting.

3. Update on PA DEP Correspondence regarding HWWTP

Bruce Leisey informed the Board of Supervisors that Hanover Engineering provided a draft Corrective Action Plan. Township Staff will be making some revisions and verifying the numbers before submitting to the Board of Supervisors for their review. The plan will be ready for final review prior to submission by the 6/25/19 meeting.

4. 75 E Church Road – Relief from Sewer Isolation Distance

Bruce Leisey reviewed the most recent submittal from the property owner on compliance of the 100' sewer isolation distance. The most recent proposal would locate a new well between the house and E Church Road and Forest Hill Road.

Marvin Stoner, SEO, informed Bruce Leisey he does not see a problem with the proposal.

The Board of Supervisors indicated they would be in favor of the proposal if the well was installed first and the septic isolation distance could be calculated after the well was drilled to exactly determine if any relief from the distance is needed.

New Business

1. Approve Advertising for Ordinance to Update Handicap Parking, Speed and Stop Sign Regulations

Jennifer Mejia and Bruce Leisey reviewed the proposed ordinance revisions. Revisions noted were the change of location of the public handicap parking space along Mt Olive Lane in Bethany Gardens, the addition of the streets in Wildflower Pond development and Bethany Gardens development to the street listing of Section 406 B2a, parking of vehicles over 19,000 GWVR, 406 B2b prohibited parking on streets, 406 C2 designated through streets and stop streets, 406 C3 25 MPH street restrictions, 406 C4 no parking areas and basketball nets on the street ROW and sidewalks.

Keith Martin made a motion, seconded by Gary Landis to approve advertising of the proposed Ordinance. * The motion was unanimously approved.

2. Zoning Officer – Request for Reimbursement of Training Expenses

Tom Zorbaugh submitted a request for reimbursement of Building Code Official and Zoning Officer training and certification expenses. Warwick Township, Tom's full-time employer, is funding the training and certification expenses at this point in time. Tom is asking Clay Township to consider sharing the expenses with Warwick Township.

Gary Landis made a motion, seconded by Keith Martin to approve payment in the amount of \$500 to Warwick Township for reimbursement of approximately 30% of the training and certification expense for Tom Zorbaugh. * The motion was unanimously approved.

Tom Zorbaugh reviewed his May monthly report with the Board of Supervisors.

3. Approve Attendance at LCATS Meeting 7/30/19

After discussion, Keith Martin made a motion, seconded by Gary Landis to approve attendance to the LCATS meeting for Gary Landis, Keith Martin, Tim Lausch and Bruce Leisey at a cost of \$23.00 each. * The motion was unanimously approved.

Executive Session

Gary Landis made a motion, seconded by Keith Martin to enter into Executive Session at 9:45 pm to discuss potential litigation and personnel issues. * The motion was unanimously approved.

Keith Martin made a motion, seconded by Gary Landis to exit Executive Session at 10:15 pm. * The motion was unanimously approved.

The Board of Supervisors authorized Township Staff to draft a Resolution to the PA State Senator and Representative, requesting the PA State Game Commission to raise its In Lieu of Tax Payments from \$1.20 to \$2.00, which is the amount DCNR contributes to Municipalities In Lieu of Tax Payments.

The Board of Supervisors authorized Township Staff to send a letter to Fox Creamery, reminding them to inform their customers that parking must be contained to the permanent parking lot in front of the creamery and the temporary overflow lot behind the creamery along North Clay Road. There should be no parking in the grass along North Clay Road (which is between North Clay Road and the temporary overflow parking lot).

Bills to be Paid

General Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the General Fund bills totaling \$33,845.35 for the month of May. * The motion was approved unanimously.

Rec Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the Recreation Fund bills totaling \$1,529.20 for the month of May. * The motion was approved unanimously.

Sewer Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the Sewer Fund bills totaling \$4,687.47 for the month of May. * 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 Tim Lausch, to adjourn the meeting at 10:21 P.M. * The motion was approved unanimously.

Clay Township Board of Supervisors

Timothy Lausch, Chairman

Keith Martin, Vice Chairman

Gary Landis, Secretary