

CLAY TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
June 13, 2016

The Supervisors of Clay Township met on a regularly scheduled meeting date of June 13, 2016, 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 Keith Martin, Vice-Chairman and Gary Landis, Secretary. Tim Lausch, Chairman was absent due to a work conflict.

Clay Township employee present was Bruce Leisey, Township Manager. Also present was Robert Lynn of Hanover Engineering, Inc., Township Engineer and Jennifer Mejia of Shirk and Mejia, Township Solicitor.

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

Keith Martin called the Meeting to order at 7:02 p.m.

Meeting Minutes

Gary Landis made a motion, seconded by Keith Martin to approve the May 9, 2016 meeting minutes as printed in the June 13, 2016 Agenda. * The motion was approved unanimously.

Gary Landis made a motion, seconded by Keith Martin to approve the March 24, 2106 special meeting minutes as printed in the June 13, 2016 Agenda. * The motion was approved unanimously.

Gary Landis made a motion, seconded by Keith Martin to approve the May 24, 2016 auditors meeting minutes as printed in the June 13, 2016 Agenda. * The motion was approved unanimously.

Gary Landis made a motion, seconded by Keith Martin to approve the April 11, 2016 road tour meeting minutes as printed in the June 13, 2016 Agenda. * The motion was approved unanimously.

Treasurer's Report

Gary Landis made a motion, seconded by Keith Martin, to approve the Treasurer's Report for the month of May, 2016. * The motion was approved unanimously.

Visitors

1. Chief David Steffen – NLCRPD 2015 Report

Chief Steffen reviewed the Annual Report with the Board of Supervisors.

There was discussion on time tracking and how the determination is made to bring in additional staff.

Engineer's Report

1. Dennis Steffy – Lot Add-on Plan (16-05)

Mr. Steffy is planning to combine four (4) separate lots totaling 18.998 acres on the property known at 595 W Church Road into one 14.64 acre lot and one 4.598 acre lot. There will be no improvements put on either lot at this time.

Gary Landis made a motion, seconded by Keith Martin to approve the following waiver and deferments per the Hanover Engineering letter dated May 19, 2016. * The motion was approved unanimously.

Section 402.A.1 – Plan Scale (1"=100') Plan Sheet 1

The applicant is requesting a waiver of the requirement to provide the plan at a scale of 10-, 20-, 30-, 40- or 50-feet to the inch. The justification provided is that the four (4) properties involved with the plan total 19 acres in size. The existing features plan sheet (Sheet 1) – total existing tract boundaries per field survey/deed plotting have been shown at a plan scale of 1"=100' to allow the entire property to be shown on a single plan sheet. The applicant notes that the plan is legible at this scale and that the plan is simple in that it is proposing the additional of Parcel "A" to Lot #1, and the combination of four (4) deeded lots into two (2) lots. The applicant also notes that there is no new construction or excavation proposed on the plan and that because there are no proposed improvements, the applicant provided a single view plan sheet drafted at 1"=100'.

Section 407 – Wetlands Study

The applicant is requesting a deferment of the requirement to provide a Wetlands Study. The justification provided is that the plan proposes minor shifts to the property lines, and that the overall reduction in number of lots from four (4) to two (2). The applicant notes that the property is used for agricultural and recreational purposes. The applicant also notes that there is no new construction or excavation activities proposed at this time. A deferment is requested of providing a preliminary wetlands investigation until improvements are proposed on either lot.

Section 610.3.a & b – Primary and replacement sewage area testing (lot #2)

The applicant is requesting a deferment of the requirement to provide the soil testing requirements for Lot #1 – 14.64 acres. The justification provided is that the lot is used for agricultural purposes and contains adequate area to support both primary and replacement sewage absorption areas. The

applicant notes that soil testing to establish a primary and replacement sewage absorption area has been undertaken for the smallest lot of the Subdivision Lot #2 – 4.59 acres.

Gary Landis made a motion, seconded by Keith Martin to grant plan approval contingent on compliance with the Hanover Engineering letter date 5/19/16. * The motion was unanimously approved.

New Business

1. Fred and Tammy Weaver, 115 Camp Rodgers Rd, ECHO Housing Agreement

After discussion, Gary Landis made a motion, seconded by Keith Martin to approve execution of the ECHO Housing Agreement to allow an additional dwelling unit to be built inside the house for Mr. Weaver's Mother, Carol. The Weaver's have provided plans that will comply with the ECHO Housing requirements of the Clay Township Zoning Ordinance and an ECHO Housing Agreement will be executed. * The motion was approved unanimously.

2. Tax Exoneration Request – 824 Hopeland Road

After review, Gary Landis made a motion, seconded by Keith Martin to approve the Real Estate tax exoneration for the mobile home that was removed from the property located at 824 Hopeland Road in the amount of \$10.96. * The motion was approved unanimously.

3. Professional Services Staff discussion

Shirk and Mejia is dissolving their business partnership. Both parties have expressed interest in retaining the position as Township Solicitor and have sent in proposals to the Township for services.

No decisions were made at this time. The Board of Supervisors goal is to make a decision at their June 28, 2016 AM meeting because the expected dissolution will occur before the July 11, 2106 Board of Supervisor's meeting.

There was a period of discussion with the audience.

4. Waive Permit Fee – Steven Stoltzfus, 310 Hackman Road

Bruce Leisey explained to the Board of Supervisors that Mr. Stoltzfus barn was destroyed by fire on June 3, 2016.

Gary Landis made a motion, seconded by Keith Martin to waive all permit fees in regards to the removal of the burned barn and the construction of the new barn. * The motion was unanimously approved.

5. Adopt Ordinance for 25 MPH Speed Limit on Durlach Hill Road

The proposed Ordinance to post the speed limit on Durlach Hill Road at 25 MPH was advertised on June 1, 2106.

Keith Martin made a motion, seconded by Gary Landis to adopt Ordinance #061316 providing a 25 MPH speed limit on Durlach Hill Road. * The motion was unanimously approved.

6. MS4 Middle Creek Stream Bank Restoration Project

Bruce Leisey reviewed the information received from the Lancaster County Conservation School.

Gary Landis made a motion, seconded by Keith Martin to volunteer an equipment operator for one (1) day at the Emanuel Lantz farm, 525 Lime Rock Rd, to help with the stream bank improvement project along Middle Creek Road. * The motion was unanimously approved.

The Board of Supervisors requested Bruce Leisey, Earl Stauffer and Bob Lynn to meet with the Lancaster County Conservation School Representative, Sallie Gregory, to view site of proposed stream bank improvements before committing to participating.

Gary Landis made a motion, seconded by Keith Martin to authorize Township Staff to compile bids for the Lime Rock Road bridge repair project. * The motion was unanimously approved.

7. Approve PennDot Winter Maintenance Services Agreement

Gary Landis made a motion, seconded by Keith Martin to approve and execute the PennDot Winter Maintenance Services Agreement in the amount of \$13,160.42. * The motion was unanimously approved.

8. 2016 National Night Out

Bruce Leisey informed the Board of Supervisors that NLCRPD's National Night Out celebration will be held at Penn Township on August 2, 2016.

9. Ephrata Public Library – Municipal Leaders Meeting

Bruce Leisey informed the Board of Supervisors that Township Leaders were invited to the Ephrata Public Library for a brief overview of the Library's 2017 budget on June 22, 2016 at 8:00 AM.

It was agreed that Bruce Leisey and Gary Landis will attend the meeting and share the details with the Board of Supervisors at the next meeting.

Executive Session

Gary Landis made a motion, seconded by Keith Martin to enter into Executive Session at 9:05 PM to discuss potential litigation and personnel issues. * The motion was approved unanimously.

Gary Landis made a motion, seconded by Keith Martin to exit Executive Session at 9:50 PM. * The motion was approved unanimously.

No decisions were made in Executive Session the Board of Supervisors discussed contracting for legal services and sewer issues.

Bills to be Paid

General Fund

Gary Landis made a motion, seconded by Keith Martin, to approve the General Fund bills totaling \$124,841.94 for the month of May. * The motion was approved unanimously.

Rec Fund

Gary Landis made a motion, seconded by Keith Martin, to approve the Recreation Fund bills totaling \$1,597.30 for the month of May. * The motion was approved unanimously.

Sewer Fund

Gary Landis made a motion, seconded by Keith Martin, to approve the Sewer Fund bills totaling \$4,293.51 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. DMR
4. Planning Commission Minutes
5. Engineer's Report
6. Manager's Report

7. Zoning Officer's Report
8. Road Master's Report

Adjournment

Keith Martin made a motion, seconded by Gary Landis, to adjourn the meeting at 9:55 P.M. *The motion was approved unanimously.

Clay Township Board of Supervisors

_____ ABSENT _____
Timothy Lausch, Chairman

_____ _____
Keith Martin, Vice Chairman

_____ _____
Gary Landis, Secretary