

CLAY TOWNSHIP BOARD OF SUPERVISORS  
MEETING MINUTES  
June 25, 2019

The Supervisors of Clay Township met on an advertised meeting date of June 25, 2019, 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 and Gary Landis, Secretary. Keith Martin, Vice-Chairman was absent due to a work conflict.

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

Visitors: Mike Boyer.

Timothy Lausch called the meeting to order at 7:15 a.m.

**Meeting Minutes**

Gary Landis made a motion, seconded by Tim Lausch to approve the May 28, 2019 meeting minutes. \*\* The motion was unanimously approved.

**Engineer's Report**

1. Michael Martin – Escrow Release Request

The Board of Supervisors initially discussed Mr. Martin's request at their May 13, 2019 meeting. At that time, the escrow release request was tabled due to issues discussed during an inspection with one of the stormwater basins dewatering in sufficient time.

The Board of Supervisors was informed at its June 10, 2019 meeting that Township Staff had not received a response from Mr. Martin regarding a solution to the basin not draining properly. At that time, a decision on the escrow release request was tabled until the June 25, 2019 meeting.

Bruce Leisey informed the Board of Supervisors that a response from Mr. Martin has still not been received.

Gary Landis made a motion, seconded by Tim Lausch to reject the escrow release request since the basin was not constructed and functioning as per the approved plan. \*\* The motion was unanimously approved.

## 2. Award Contract to Clean and Televiser Sanitary Sewer Lines and Laterals

The Board of Supervisors reviewed the three proposals received for cleaning and televising 1800 LF of sewer main and 350 LF of sewer laterals in the Hopeland Sanitary Sewer System.

The proposals received were: Mr. Rehab, LLC \$6,200, Sewer Specialty Services, Inc \$8,500 and Ditchcreek Utility Services Inc \$2,972.

Gary Landis made a motion, seconded by Tim Lausch to award the bid to Ditchcreek Utility Services Inc in the amount of \$2,972.00. \*\* The motion was unanimously approved.

## 3. Blue Lake Builders – Execute Cash Escrow Agreement

After review, Gary Landis made a motion, seconded by Tim Lausch to approve and execute the Cash Escrow Agreement in the amount of \$24,217.36 between Blue Lake Builders and Clay Township. \*\* The motion was unanimously approved.

## **Old Business**

### 1. 75 East Church Road – Well, Septic Isolation Distance Relief Request

Bruce Leisey informed the Board of Supervisors the property owner has applied for and the Zoning Officer approved a well permit to expand the isolation distance between a new well and proposed septic system.

There was discussion on taking action on the property owner's request for relief from the 100' isolation requirement.

The Board of Supervisors decided to defer action of the request until after the well is drilled and the actual isolation distance is determined.

### 2. Update on Response to PA DEP Correspondence

Bruce Leisey informed the Board of Supervisors that he and Bob Lynn are waiting for information from Clean Water Inc (sewer plant operator) to finalize the Township's response to the DEP letter dated 4/24/19. A draft response will be available for review and discussion at the 7/8/19 meeting.

### 3. Spotted Lanternfly Update

Bruce Leisey informed the Board of Supervisors that the Township has received their Spotted Lanternfly Permit. Training is being scheduled for employees. Copies of the permit have been distributed and employees will begin inspection of vehicles.

## **New Business**

### 1. Road Master Update

Earl Stauffer informed the Board of Supervisors that chip sealing is scheduled to be completed the week of 7/8/19.

Earl said they will begin removing Tree of Heaven trees in the Township ROW at they find them.

There was discussion on a request from property owners to apply dust control product on dirt roads to control dust. Earl is currently looking into options and costs and will report findings.

### 2. Discussion on Snyder Park Rental Request

Bruce Leisey informed the Board of Supervisors of a request from Ephrata Community Church to hold a community day event at Snyder Park #2 on 9/22/19. The Church has asked permission to set up a ferris wheel and a petting zoo in addition to last year's activities which included a barrel train ride and inflatables.

Gary Landis made a motion, seconded by Tim Laush to approve the request for a ferris wheel, petting zoo and inflatables contingent on Ephrata Community Church providing a Certificate of Insurance listing Clay Township as an additional insured for the event. \*\* The motion was unanimously approved.

### 3. Zoning Officer Update

Bruce Leisey updated the Board of Supervisors on activities of the Zoning Officer for the month of June.

It was decided to allow the property owners at 160 Clearview Road, Ephrata a time extension until 10/31/19 to remove or repair the damaged portion of block building on their property. The Zoning Officer will visit to assess work completed on or about 8/15/19.

#### 4. Request to Participate in Fire Service Study

Bruce Leisey reviewed a request from Ephrata Borough to assist in funding and participating in a fire service study involving the fire companies located in Ephrata Borough. Assistance and participation was requested from Ephrata Township and Clay Township by Ephrata Borough since both municipalities utilize Borough housed fire companies.

There was discussion that since Lincoln Fire Company has first due call responsibilities in Clay Township, the Board of Supervisors would authorize funding for the study in proportion to call ratio.

Gary Landis made a motion, seconded by Tim Lausch to provide partial funding in the amount of \$2,905.00 which is based on call ratio in Lincoln Fire Company's first due call area in Clay Township. \*\* The motion was unanimously approved.

The Board of Supervisors deferred to Supervisor Keith Martin and Bruce Leisey to determine the amount of participation Township Staff will have in the study.

#### 5. Request for Attendance at PSATS Emergency Service Meeting 8/5/19

After discussion, Gary Landis made a motion, seconded by Tim Lausch to approve attendance for Keith Martin and Bruce Leisey to attend the meeting on 8/5/19 in the amount of \$138.00.

\*\* The motion was unanimously approved.

#### 6. Approve Traffic Study for Multi Modal Transportation Grant

Bruce Leisey request approval to have an updated traffic study completed at the Rt322, Durlach Rd and Woodcorner Rd intersection. The study is requested to get updated traffic information for submission with the Grant Application.

Gary Landis made a motion, seconded by Tim Lausch to approve the updated traffic study at a cost not to exceed \$1,500.00. \*\* The motion was unanimously approved.

#### 7. Township Manager Update

Bruce Leisey informed the Board of Supervisors that the newsletter will be completed and mailed in July. It was agreed to have a third-party vendor print, fold, label and mail newsletter.

Bruce Leisey also informed the Board of Supervisors that the revised Parking Ordinance will be advertised and ready for adoption at the 7/8/19 meeting.

**Bills To Be Paid**

Gary Landis made a motion, seconded by Tim Lausch to approve General Fund bills in the amount of \$13,026.33. \*\* The motion was approved unanimously.

**Adjournment**

Gary Landis made a motion, seconded by Tim Lausch, to adjourn the meeting at 9:55 a.m. \*\* The motion was approved unanimously.

Clay Township Board of Supervisors

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Timothy Lausch, Chairman

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ABSENT  
Keith Martin, Vice Chairman

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Gary Landis, Secretary