

CLAY TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
June 8, 2015

The Supervisors of Clay Township met on a regularly scheduled meeting date of June 8, 2015, 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 Chairman, Timothy Lausch, Vice-Chairman, Keith Martin and Secretary, Gary Landis.

Clay Township employee present was Bruce Leisey, Township Manager. Also present was Bob 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.

Timothy Lausch called the Meeting to order at 7:00 p.m.

Meeting Minutes

Keith Martin made a motion, seconded by Gary Landis to approve the May 11, 2015 meeting minutes as printed in the June 8, 2015 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, 2015. *The motion was approved unanimously.

Keith Martin informed the audience that the Annual Township Audit meeting was held on June 2nd and there were no audit issues noted.

Visitors

1. Robert Fox and Chad Fox, Fox Creamery

Chad Fox noted that the Creamery has been open for business for six weeks now. Mr. Fox discussed parking challenges the Creamery is having with the Board of Supervisors and stated that they want to be proactive on the issues. Mr. Fox stated that they have plans to submit an application to the Ag Preserve Board to install an approximately 85' X 162' parking area to relocate farm pumpkin stand and overflow parking for the Creamery. Their plan is to plant hardy grass as the parking surface, the parking area would be adjacent to the Creamery on the same side as North Clay Road as per the drawing shared with the Board of Supervisors.

Chad Fox stated that there are 30+ spaces in the proposed lot.

Tim Lausch asked Mr. Fox how the number of proposed spaces was determined.

Chad Fox asked for clarification on the process to obtain Township Zoning approval and Land Development for the proposed parking lot.

Gary Landis recommended developing a long term master plan as to what expectations they have for the Creamery to use as a guide on the design of the proposed parking lot.

Keith Martin would suggest gravel over hardy grass, Tim Lausch stated he thought gravel would work better also. Both had concerns with the amount of use the parking lot will have and the grass being able to hold up.

Chad Fox stated that the proposed parking lot should be sufficient for 2-3 years.

Gary Landis stated that at this time the Board of Supervisors does not have enough information/details to make a decision on waivers and modifications of land development. There was discussion on what type of information/details will need to be submitted to obtain Township Zoning and Land Development approval. Township Staff suggested that the Fox's obtain the engineering design services of an Engineer to expedite the process.

Engineer's Report

1. Hopeland Sewer System – L&I Update

Bob Lynn, Hanover Engineering, said that previously identified manholes need to be bolted down and the covered manholes within Hopeland Road need to be located and exposed so it can be determined what inflow occurs at those locations. Most manholes need to be sealed and fastened down. Bob Lynn recommends to keep working on completing the items noted on the repair list that was formulated in the past 2 years.

2. HomeTowne Square Phase II – Escrow Release 5

Bob Lynn, Hanover Engineering, reviewed the escrow release with the Board of Supervisors.

Keith Martin made a motion, seconded by Gary Landis to approve escrow release in the amount of \$56,370.00, leaving an escrow balance of \$512,348.78. * The motion was unanimously approved.

3. Iron Stone Homes – Waiver of Major Stormwater Mgt Plan

Kevin Varner, Diehm and Sons, reviewed the waiver request with the Board of Supervisors. In-lieu of a major plan, it is requested to file a small project plan. The applicant feels this is justified based on the project being an existing lot of record. The recorded plan designed stormwater for this lot and the adjacent lot with a common facility located on the lot to the West. Processing this plan as a small project acknowledges that prior stormwater was provided for this lot while proposing a reasonable stormwater facility for the new construction which will be located on the existing lot and not the neighboring lot. The plan submitted provides a grading plan, details and an erosion control plan. The dwelling roof is proposed to drain to a subsurface infiltration trench. This trench was designed for the 100-year storm event. The driveway will drain across 200 feet of lawn prior to leaving the tract.

Based on comments of the Township Engineer, Bob Lynn, Gary Landis made a motion, seconded by Keith Martin to approve the request for a waiver of submitting a Major Stormwater Management plan. * The motion was unanimously approved.

Old Business

1. Discussion on Multi Modal Transportation Grant

Bob Lynn, Hanover Engineering, and the Board of Supervisors discussed conditions to be provided in a grant application.

Gary Landis stated that the Township has numerous road issues which limit the ability to finance this large intersection project.

Keith Martin made a motion, seconded by Gary Landis to authorize Hanover Engineering to collect data on horse & buggy, bike and farm equipment usage to determine applicability for grant approval.

2. Safety Manual Discussion

This item was tabled at this time. Jennifer Mejia, Shirk & Mejia, will continue working on a draft Safety Manual for review at the July 13th meeting.

New Business

1. Penn Dot MOU Approval

Keith Martin made a motion, seconded by Gary Landis to approve the Penn Dot MOU to establish a detour and erect/removal plan of detour signs associated with the replacement of the North Clay Road bridge. The detour will be in place from approximately 3/1/16 to 11/11/16. * The motion was unanimously approved.

2. Approve Advertising for Road Work

Gary Landis made a motion, seconded by Keith Martin to approve advertising for road repairs on Woodcorner Road (880'X8'), Widen East Woodcorner Road (1500'X2'), Leveling Course on Middlecreek Road (60'X22'), Leveling Course on North Clay (722'X8'). * The motion was unanimously approved.

3. Approve Attendance at LCATS meeting

Keith Martin made a motion, seconded by Gary Landis to approve attendance at the LCATS meeting at Four Seasons on Thursday, July 30, 2015 for Tim Lausch, Gary Landis, Keith Martin and Bruce Leisey. * The motion was unanimously approved.

Executive Session

Keith Martin made a motion, seconded by Gary Landis to enter into Executive Session at 9:30 PM to discuss Potential Litigation and Personnel Issues. * The motion was unanimously approved.

**Keith Martin excused himself from the meeting at 10:00 PM because of a prior commitment. **

Gary Landis made a motion, seconded by Tim Lausch to exit Executive Session at 10:30 PM. * The motion was unanimously approved.

The Board of Supervisors authorized Jennifer Mejia, Shirk and Mejia, to draft a letter to Ron Polluck, Peaceable Animal Kingdom, with the Board of Supervisors comments. The Board of Supervisors feels all three recommendations submitted or a hybrid of the three would solve the problems.

Bills to be Paid

General Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the General Fund bills totaling \$133,959.86 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 \$292.18 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 \$4,179.66 for the month of April. * The motion was approved unanimously.

Reports for the Month

1. Chief of Police / Police Department
2. Fire Companies / Ambulance
3. DMR
4. Engineer's Report
5. Manager's Report
6. Road Master's Report

Adjournment

Gary Landis made a motion, seconded by Tim Lausch, to adjourn the meeting at 11:00 P.M. *The motion was approved unanimously.

Clay Township Board of Supervisors

Timothy Lausch, Chairman

Keith Martin, Vice Chairman

Gary Landis, Secretary