

CLAY TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
June 9, 2014

The Supervisors of Clay Township met on a regularly scheduled meeting date of June 9, 2014, 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, Keith Martin, Vice Chairman and Gary Landis, Secretary.

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

Gary Landis made a motion, seconded by Keith Martin to approve the May 12, 2014 meeting minutes as printed in the June 9, 2014 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, 2014. *The motion was approved unanimously.

Visitors

1. Chief Steffen – 2013 NLCRPD Report

Chief Steffen reviewed the NLCRPD 2013 Annual Report with the Board of Supervisors and audience.

Topics discussed were training, technology, risk reduction, call volume and response times.

2. Lou Katz, 30 Meadow Drive

Mr. Katz informed the Board of Supervisors the homes adjacent to Bethany Gardens along Clay School Road are vacant.

Mr. Leisey asked Mr. Katz to inform him if the outside of the property becomes overgrown with weeds. No other decisions were made at this time.

Engineer's Report

1. Sewage Holding Tank Ordinance Correction

Keith Martin made a motion, seconded by Gary Landis to adopt Ordinance No. 060914 to correct an inconsistency in language in Ordinance No. 051214C adopted last month. Ordinance No. 060914 will allow permanent holding tanks for Commercial and Industrial uses generating less than an average of 799 GPD of sanitary sewage. * The motion was unanimously approved.

Jennifer Mejia informed the board that Shirk and Mejia will incur all additional processing costs for ordinance since the error was on their part.

2. Matt Yutzy Stormwater Mgmt Plan #14-03

Mr. Yutzy's project site (Lot #1 of the William Martin Jr Final Plan) is located on the South side of Rock Road. The plan purposes a subsurface stormwater facility on top of a limestone trench with 1" outlet.

Gary Landis made a motion, seconded by Keith Martin to approve and execute the MOU, Stormwater Agreement and financial security in the amount of \$16,456.66 subject to execution of a performance bond. * The motion was unanimously approved.

Gary Landis made a motion, seconded by Keith Martin to approve Stormwater Management Plan contingent on compliance with the Hanover Engineering letter dated 5/23/14. * The motion was unanimously approved.

3. Home Towne Square PH2 Escrow Release Request

Bob Lynn reviewed the escrow release request with the Board of Supervisors. Mr. Lynn recommends an escrow release in the amount of \$94,946.00, remaining balance of \$672,788.03.

Keith Martin made a motion, seconded by Gary Landis to approve the Home Towne Square PH2 escrow release in the amount of \$94,946.00. * The motion was unanimously approved.

4. Wahtneys Inn Request for Exemption from Land Planning

Bob Lynn reviewed the exemption request with the Board of Supervisors.

The Board of Supervisors acknowledged that the plan is exempt from land planning based upon the plan details that were provided which include the elimination of all second level seating and the addition of an outdoor patio. There will be no increase in seating.

No other decisions were made at this time.

Old Business

1. Rock Road Bridge Repair Update

This item was tabled until next meeting.

New Business

1. Resolution to allow Municipal Police use of Radar

Keith Martin made a motion, seconded by Gary Landis to approve and adopt Resolution #060914 to call upon the members of the Senate and House of Representatives of PA to support Senate Bill 1340 and House Bill 1272 which would enable all Municipal Police to use the same radar as State Police. * The motion was approved unanimously.

2. PennDot Winter Maintenance Agreement for Mt Airy/Hopeland Rds

The Board of Supervisors reviewed the request from PennDot to provide winter maintenance services to Mt Airy Road and Hopeland Road from the West Cocalico Township line to the Elizabeth Township line for a total of 3.76 miles for a reimbursement of approximately \$5,245 per year.

Gary Landis made a motion, seconded by Keith Martin to approve the request and add Mt Airy Road and Hopeland Road to the Township's snow removal responsibility. * The motion was approved unanimously.

3. Attendance at Summer LCATS Meeting on 8/13/14

No representatives of the Township will be attending due to scheduling conflicts.

4. East Woodcorner Road

There was discussion on numerous ideas to repair the edge of the road.

After a lengthy discussion it was decided forgo a decision until the ideas can be discussed with the property owners.

5. Meeting Room Use Request

The US Postal Service has requested use of the Township meeting room for a public meeting to discuss a potential reduction of hours for the Post Office in Hopeland.

Keith Martin made a motion, seconded by Gary Landis to allow the US Postal Service to hold a public meeting on Friday, July 18 at 6:00 PM in the township's meeting room at no cost. * The motion was approved unanimously.

6. Updated Flood Plain Meeting

Keith Martin made a motion, seconded by Gary Landis to approve advertising a meeting to inform residents of the changes to the Clay Township Flood Plain Map. The meeting will be held at 7:00 PM on June 23, 2104 after the Planning Commission meeting which will be moved up to 6:30. * The motion was approved unanimously.

7. False Alarm Ordinance

There was discussion on institution of a False Alarm Ordinance. Police response to false alarms has increased over the years from 79 in 2012 to 86 in 2013.

Further research of this item will be done. No decision was made at this time.

8. Stormwater Facility Inspections

The Board of Supervisors authorized Keith Martin to perform the stormwater facility inspections in 2014.

Keith Martin will begin inspections in July.

9. Dirt Road Project

The LCCD informed Keith Martin of an increase in funding for the PA Dirt Road Maintenance Program.

After discussion, it was decided Bruce Leisey will get more information on funding available to repair Seglock Road from damage by Tropical Storm Lee.

10. EAJA Update

Gary Landis informed the Board of Supervisors that the meeting has been moved up one week to approve application for grant.

Bills to be Paid

General Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the General Fund bills totaling \$53,241.47 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 \$1,568.48 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 \$3,011.27 for the month of May. * The motion was approved unanimously.

Executive Session

Keith Martin made a motion, seconded by Gary Landis to enter into executive session to discuss personnel issues and potential litigation. * The motion was approved unanimously.

Keith Martin made a motion, seconded by Gary Landis to close executive session. * The motion was approved unanimously.

11. Monthly Reports

The Board of Supervisors requested Zoning, Public Works and Administrative Departments provide a written report to the Board every month. This report should be forwarded to the office at least two days before the monthly scheduled Board meeting and included with the Board members packet.

12. Update to Employee OT Policy

After discussion, Keith Martin made a motion, seconded by Gary Landis to eliminate the policy of any time worked on Saturday or Sunday would be paid at OT regardless of total number of hours worked during the week.

And to establish policy that Effective July 1, 2014, the Board will not authorize time spent opening, closing, or cleaning of the park pavilions, non emergency maintenance of the facilities and dragging ball fields on Saturday, Sunday and holidays, if the time causes the employee to exceed their forty (40) hour Thursday to Wednesday work week. It is intended that employee schedules will be reviewed to meet the needs of the Township without requiring overtime.

* The motion was approved unanimously.

13. Approve Advertising for PT Public Works Position

The Board of Supervisors authorized the Township Manager to compile an advertisement for a PT Seasonal Help Public Works position.

14. Red Maple Lot #4

Mr. Nolt owner of the Red Maple Mobile Home Park requested re-inspection of Lot #4 to un-condemn the home.

Randy Mauer, Building Code Official and the Township Manager re-inspected the mobile home and Bruce Leisey reviewed several photos taken of the repairs made with the Board.

After discussion Keith Martin made a motion, seconded by Gary Landis to authorize Mr. Maurer to inform Mr. Nolt that the property is still in a condition to be condemned and as per the original condemnation notice the mobile home must be removed from the property by October 1, 2014* The motion was approved unanimously.

** Keith Martin excused himself from the meeting because of a conflict with employment, since he has been employed by Mr. Sensenig owners of Tents for Rent **

15. Countryside Enterprises Request for Relief from Traffic Study Report Requirements

The Board reviewed Mr. Sensenig's request made to the Board at its May 12, 2014 meeting. After discussion Gary Landis made a motion, seconded by Timothy Lausch to authorize Jennifer Mejia to draft a letter to be signed by the Board informing Mr. Sensenig the Board will consider his request when he submits a full build-out Plan for the property. * The motion was approved unanimously.

Reports for the Month

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

7. Planning Commission Minutes

Adjournment

Gary Landis made a motion, seconded by Timothy Lausch, to adjourn the meeting at 10:45 P.M. *The motion was approved unanimously.

Clay Township Board of Supervisors

Timothy Lausch, Chairman

Keith Martin, Vice Chairman

Gary Landis, Secretary