

CLAY TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING MINUTES  
March 11, 2019

The Supervisors of Clay Township met on a regularly scheduled meeting date of March 11, 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, Robert Lynn 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 6:40 p.m.

**Visitors**

1. Ephrata Area School District SRO Update – Officer Paul Moore

Officer Moore gave an annual update of his activities to the Board of Supervisors. Officer Moore oversees 8 schools, 4,200 students and 500 staff. Officer Moore has participated in bus driver training, cyber safety, education regarding the danger of sexting, parent’s cyber safety, school evacuations, training on bus accidents and a pilot program for truancy.

The Board of Supervisors thanked Officer Moore for his dedication to the position.

\*\* Keith Martin arrived at the meeting at 6:50 PM due to farm schedule conflict \*\*

**Meeting Minutes**

Gary Landis made a motion, seconded by Keith Martin to approve the January 7, 2019 meeting minutes with the change to the last paragraph on page 1 “Keith Martin” made a motion and the change to the first paragraph on page 2 “Gary Landis” made a motion and the correction on page 5 under Meeting Schedule for BOS meeting “4<sup>th</sup>” Tuesday. \* The motion was unanimously approved.

Gary Landis made a motion, seconded by Keith Martin to approve the February 11, 2019 meeting minutes as printed in the March 11, 2019 meeting agenda. \* The motion was unanimously approved.

### **Treasurer's Report**

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

### **Engineer's Report**

#### 1. Lincoln West Self Storage – Land Development Plan #17-10

Veronica Dube, Fuehrer Associates, reviewed the plan with the Board of Supervisors.

The project site is located at 1737 and 1739 W Main Street. The site is comprised of two lots and one area to be developed. Steve & Julia Nolt own Lot #2 (Lincoln Self Storage) containing 2.79 acres with 2.77 usable acres and Galen & Marian Yoder own Lot #1 (Ace Hardware) containing 4.63 acres with 4.49 usable acres. The lots include road frontage on Rt 322 and are located in NC-Neighborhood Commercial Zoning District.

Proposed site improvements include new mini-warehouse facilities contained within a two-story building, 4 one-story buildings, and an addition to an existing building. Other site improvements include a macadam drive area connecting into the existing Self Storage area site, stormwater facilities, fencing around the perimeter, evergreen screening on the northeaster property line and a proposed office building is shown on the plans to provide better access to the existing gate.

After discussion, it was decided the Board of Supervisors will consider the waiver requests and conditional plan approval at its March 26, 2019 meeting.

Keith Martin made a motion, seconded by Gary Landis to approve the requested time extension for Lincoln West Self Storage thru 5/12/19 to allow the Developer more time to respond to the Township Engineer's comments. \* The motion was unanimously approved.

#### 2. HomeTowne Square – Stormwater NOV

Jennifer Mejia provided an update to the Board of Supervisors and audience. The Township has received a Security Bond in the amount of \$47,355 for escrow improvements. The Township Staff has concerns with the language of the Bond. The Developer was notified of the language concerns and at this time the Township Staff has not received a revised bond.

The Board of Supervisors will wait until their next meeting to approve revised Security Bond.

Gary Landis recommends not releasing the NOV and if an acceptable Security Bond is not received by the 3/26/19 meeting, he would move forward with enforcing the NOV by filing a Complaint.

### 3. HomeTowne Square Phase 4 – SALDO Plan

Jennifer Mejia and Bob Lynn gave an overview of the plan for the Board of Supervisors and audience.

Gary Landis is a member of the AG Preserve Board and has potential conflicts with this plan and therefore did not participate at the meeting of the AG Preserve Board in discussions.

The Board of Supervisors hope to receive additional information that has been requested from the Developer before the April 8, 2019 meeting to make a decision on the plan at that meeting. No decisions were made.

### 4. Blue Lake Builders – Escrow Release Request

Bob Lynn informed the Board of Supervisors that all the improvements have not been completed as noted on the Cost Opinion.

Gary Landis made a motion, seconded by Keith Martin to reject the Blue Lake Builders escrow release request. Bruce Leisey will send a letter to the Developer. \* The motion was unanimously approved.

### 5. Jesse Kinsinger – Escrow Release Request

Bob Lynn reviewed the Hanover Engineering letter dated 2/25/19 with the Board of Supervisors.

Keith Martin made a motion, seconded by Gary Landis to approve release of the entire escrow amount of \$8,334.77 and approve a waiver of the requirement to provide As-Built Plans since project was straight forward and Hanover Engineering was onsite for regular inspections. \* The motion was unanimously approved.

## **Old Business**

### 1. Sewer Lateral and Manhole Investigation

Bob Lynn informed the Board of Supervisors that he is working with Earl Stauffer to schedule a date and time for the inspections.

The Board of Supervisors authorized a Public Works employee to participate in the inspections.

### 2. Review RFP For Growing Greener Grant

Bruce Leisey informed the Board of Supervisors he met with a representative of DEP to review grant award. The grant was not fully funded, and the Township Staff is revising the grant budget worksheet to reflect change in monies awarded. Updated information will be provided at the 3/26/19 Board of Supervisors meeting.

### 3. Discussion on Volunteer Fireman Tax Credit Program

Bruce Leisey informed the Board of Supervisors that a few surrounding Municipalities are working on an ordinance to offer a Fireman Tax Credit program.

It was decided that Bruce Leisey and Keith Martin will review the proposed ordinances and meet with members of the Durlach Mt Airy Fire Company to discuss a draft ordinance for Clay Township.

### 4. Adopt Ordinance #031119 – 2015 IPMC, IRC and IBC

Gary Landis made a motion, seconded by Keith Martin to adopt Ordinance #031119 which adopts the 2015 International Property Maintenance Code, 2015 International Residential Code and 2015 International Building Code with the inclusion of a note identifying the definition of maintenance as noted in Bullet #43. \* The motion was unanimously approved.

## **New Business**

### 1. Request by EBA to sell advertising space at Snyder Park #1

Ashley Hurst, EBA Coach, is requesting permission from the Board of Supervisors to sell advertising space on 3' x 4' banners to be located on the back stop and base line fences of Snyder ballfield #1. The proceeds will be used as a fundraiser to offset the costs of the team playing in tournaments.

The Clay Township Rec Board was in favor of the request up to a maximum of 10 signs.

Keith Martin made a motion, seconded by Gary Landis to approve EBA selling up to 10 advertising signs to be located on the back stop and base line fences at Snyder ballfield #1 with the Board of Supervisors approving all content of the signs. \* The motion was unanimously approved.

### 2. Request for Relief to install a 6' solid fence – 10 W Church Rd

Jacob Barker is requesting relief from the Board of Supervisors to install a 6' solid fence on the property line on the west side and rear of his property. He has received written permission from his neighbor to the west for the fence.

Keith Martin made a motion, seconded by Gary Landis to approve relief for 10 W Church Road from Chapter 10, Sections 104b, 104h, 104i of the Clay Township Code of Ordinances to install a 6' solid fence on the west and rear property line, contingent on receiving written approval for the rear portion of the fence from the Durlach Mt Airy Fire Company and a revised sketch plan. \* The motion was unanimously approved.

### 3. Approve Contract for Lawn Fertilizer and Weed Control Application

After review, Keith Martin made a motion, seconded by Gary Landis to authorize Bruce Leisey to contract with Lawn Maintenance Company for fertilizer and crab grass control on 23.5 acres at a cost not to exceed \$2,700. \* The motion was unanimously approved.

### 4. Stormwater Concerns – 225 W Mt Airy Road

Bruce Leisey reviewed with the Board of Supervisors a stormwater complaint from John Dougherty, 225 W Mt Airy Road.

After discussion, the Board of Supervisors authorized Township Staff to meet with PennDOT representatives to discuss stormwater controls along W Mt Airy Road and to investigate other potential causes of the issue.

5. Approve Attendance at LCATS Meeting on 3/28/19

After review, the Board of Supervisors authorized Bruce Leisey to register Gary Landis, Bruce Leisey, Tim Lausch and Keith Martin for the LCATS meeting on 3/28/19.

6. Approve Advertising for Audit Meeting on 3/26/19 at 7:00 PM

Gary Landis made a motion, seconded by Keith Martin to approve advertising for the annual audit meeting with the Board of Supervisors and Auditors on Tuesday, March 26, 2019 at 7:00 PM. \* The motion was unanimously approved.

**Bills to be Paid**

General Fund

Gary Landis made a motion, seconded by Keith Martin, to approve the General Fund bills totaling \$45,040.83 for the month of February. \* The motion was approved unanimously.

Rec Fund

Gary Landis made a motion, seconded by Keith Martin, to approve the Recreation Fund bills totaling \$102.40 for the month of February. \* The motion was approved unanimously.

Sewer Fund

Gary Landis made a motion, seconded by Keith Martin, to approve the Sewer Fund bills totaling \$3,413.09 for the month of February. \* 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 Gary Landis, to adjourn the meeting at 10:29 P.M. \* The motion was approved unanimously.

Clay Township Board of Supervisors

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Timothy Lausch, Chairman

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Keith Martin, Vice Chairman

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Gary Landis, Secretary