

CLAY TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
March 12, 2018

The Supervisors of Clay Township met on a regularly scheduled meeting date of March 12, 2018, 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 and Keith Martin, Vice-Chairman.

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 6:30 p.m.

Meeting Minutes

Keith Martin made a motion, seconded by Tim Lausch to approve the February 12, 2018 meeting minutes as printed in the March 12, 2018 Agenda. * The motion was unanimously approved.

Treasurer's Report

Keith Martin made a motion, seconded by Tim Lausch to approve the Treasurer's Report for the month of February 2018. * The motion was unanimously approved.

** Supervisor, Gary Landis arrived at the meeting. **

Visitors

1. Jacqueline Hall, 1 Durlach Hill Rd, fence height, solid and location relief

Ms. Hall is seeking relief to replace a chain link fence with a solid wood fence taller than 48". The new fence will be similar to the existing wood fence along Durlach Road.

It was noted that the existing fence appears to be in the road right-of-way.

Gary Landis made a motion, seconded by Keith Martin to grant relief from the Clay Township Code of Ordinances Chapter 10 Section 104 and 104.b to allow a solid fence over 48" tall, but the replacement fence should not be placed in the road right-of-way. * The motion was unanimously approved.

2. Tina Thompson, Senator Aument's Office

Ms. Thompson said that Senator Aument will hold a public meeting on April 10, 2018 at 6:30 pm at the Ephrata Borough building. The Main topics of discussion in Harrisburg currently are gun control and the redistricting map.

3. Officer Paul Moore, Ephrata SRO, Annual Update

Officer Moore informed the Board of Supervisors that he is responsible for the safety of 4,000 students in 8 schools in the district. His major responsibilities are teaching law enforcement classes, law enforcement and being a mentor to the students.

The Board of Supervisors individually thanked Office Moore for his performance.

4. Dan Stahl, 265 W Girl Scout Rd – Stormwater Concerns

Mr. Stahl expressed concerns that the gutter on the north side of Stony Lane is blocked by stones and because of those stones, stormwater is being diverted through Keith Martin's field and then through his property and the Stoner's property along W Girl Scout Rd.

It was discussed that the stones were put in the gutter by the adjoining property owners along Stony Lane to protect the neighbors along the south side of Stony Lane from stormwater crossing the road and flooding their basements.

Mr. Stahl stated that the stormwater coming through his property is eroding the ground, causing gutters and flowing closer to his home.

There was discussion on removing the stones from the gutter and widening the gutter. It was stated it will be a challenge to remove the tree roots to widen the gutter.

The Board of Supervisors authorized the Road Master to widen the gutter along the north side of Stony Lane from Camp Road to the pipe to the East of the Thomas' property.

5. James and Christopher Martin, 615 Sunnyside Rd, Stormwater Mgt Plan

The Martin's expressed concerns with complying with the comments in the Hanover Engineering review letter dated 3/2/18.

Bob Lynn noted that the Martin's and their Engineer are scheduled to meet with him on Tuesday morning to review the comments and find common ground.

The Board of Supervisors informed the Martin's that the Board of Supervisors do not generally review Stormwater plans until Township Staff has determined it is in compliance with the Stormwater Ordinance.

Engineer's Report

1. HomeTowne Square – Request to Rescind Stormwater NOV

This item was tabled until the April 9, 2018 meeting by request of all the parties involved.

2. Glenn Wissler – Subdivision Stormwater Management Plan #17-12

Michael Hartman, DH Enterprises, representative of the Developer reviewed the plan with the Board of Supervisors. The project is the subdivision and development of a 2-acre parcel from an approximately 110-acre tract located along the southern side of Clearview Road. The proposed improvements include constructing a single family dwelling and associated stormwater management facilities.

Keith Martin made a motion, seconded by Gary Landis to recommend approval of the following modification of the Clay Township SALDO. * The motion was unanimously approved.

Section 402.A(1) – The plan shall be clearly and legibly drawn at a scale of 10 feet, 20 feet, 30 feet, 40 feet or 50 feet to the inch. The applicant is request a modification of this section for the Plan Cover Sheet.

Keith Martin made a motion, seconded by Gary Landis to recommend approval of the following waiver. * The motion was unanimously approved.

Section 403.E.4.f – Execution of a Land Development Agreement. Due to the minor nature of the plan the pertinent parts of this agreement can be included in the Stormwater Management Agreement. * The motion was unanimously approved.

Keith Martin made a motion, seconded by Gary Landis to recommend approval of the following modification of Section 11.302.D of the Stormwater Ordinance to allow dewatering time to go from 24 hours to not less than 20 hours. * The motion was unanimously approved.

Keith Martin made a motion, seconded by Gary Landis to approve the Cost Opinion in the amount of \$13,776.95. * The motion was unanimously approved.

Keith Martin made a motion, seconded by Gary Landis to approve the plan contingent on compliance with the Hanover Engineering letter dated 3/12/18 and PA DEP approval of the Sewage Facilities Planning Module. * The motion was unanimously approved.

3. Steve & Julia Nolt and Galen & Marian Yoder SubDiv & Land Dev Plan – Time Ext

The Township Staff received a letter from the Developer’s Engineer requesting a time extension to July 16, 2108, to allow the Board of Supervisors to make a decision on the plan. The additional time will allow the Developer’s Engineer to incorporate design revisions from the Lancaster County Conservation District and the Township.

Gary Landis made a motion, seconded by Keith Martin to approve the requested time extension on the Nolt/Yoder SubDiv & Land Dev Plan until 7/16/18. The motion was unanimously approved.

Old Business

None

New Business

1. Adopt Resolution #031218 to Appoint Herbein & Co to perform 2017 Financial Audit

After review, Keith Martin made a motion, seconded by Gary Landis to approve and adopt Resolution #031218 to appoint Herbein & Co in lieu of elected auditors to perform the 2017 Financial Audit for Clay Township. * The motion was unanimously approved.

2. Attendance at LCATS meeting on March 27, 2018

After discussion, Keith Martin made a motion, seconded by Gary Landis to approve attendance for Keith Martin, Tim Lausch, Gary Landis and Bruce Leisey to the LCATS meeting on 3/27/18 at Four Season golf course at 6:00 PM. * The motion was unanimously approved.

3. Approve Lancaster Farmland Trust Bicycle Fundraiser 6/2/18

After review, Keith Martin made a motion, seconded by Gary Landis to approve use of the Township Roads as listed in the correspondence dated 2/6/18 for the 2018 Pedal to Preserve Bike Ride fundraiser, Saturday, June 2, 2018 contingent on Lancaster Farmland Trust obtaining Flagger Force to provide traffic control at the intersection of Rock Road and West Main Street. * The motion was unanimously approved.

4. Approve Use of Municipal Building as Polling Place 5/15/18

Gary Landis made a motion, seconded by Keith Martin to approve use of the Municipal Building as a polling place on 5/15/18. * The motion was unanimously approved.

5. Approve 2018 Mobile Home Permit for Blue Bell MHP

Keith Martin made a motion, seconded by Gary Landis to approve and execute the 2018 Mobile Home Permit for Blue Bell Mobile Home Park. * The motion was unanimously approved.

6. Approve and Execute 2017 Municipal Wasteload Report

After review, Keith Martin made a motion, seconded by Gary Landis to approve and execute the 2017 Municipal Wasteload Report. * The motion was unanimously approved.

7. ECHO Housing Agreement – 1955 Last Run Drive

The Board of Supervisors reviewed the ECHO Housing Agreement for the property located at 1955 Last Run Drive. The property owners are proposing to renovate the existing garage into a kitchen, bedroom and bathroom and building another 3 car attached garage.

Keith Martin made a motion, seconded by Gary Landis to approve and execute the ECHO Housing Agreement for 1955 Last Run Drive contingent on the home owners complying with PA DEP sewer regulations. * The motion was approved unanimously.

8. Road Paving Bids

Bob Lynn and Earl Stauffer reviewed the paving bid package with the Board of Supervisors.

Gary Landis made a motion, seconded by Keith Martin to authorize base bid of widening Forest Hill Road and add alternative bid for seal coating; base bid for paving parking lots at Snyder Park #1 and Hopeland Park and add alternative bid for paving basketball court at Hopeland Park and paving access drive into Snyder Park #2. * The motion was approved unanimously.

9. Pointing Brick on Annex Building

Tim Lausch and Bruce Leisey discussed timing of the Annex Building brick pointing project with the Board of Supervisors.

It was agreed to have Tim Lausch lead up the project with the goal of having the project completed in 2018.

10. Township Staff Family Picnic

After discussion, it was agreed to hold a Township Staff Family Picnic on Saturday, June 2, 2018. All paid and volunteer Township Staff will be invited.

Executive Session

Keith Martin made a Motion, seconded by Gary Landis for the Board to enter into executive session to discuss personnel issues. The motion passed unanimously, and the Board entered executive session at 8:10 p.m.

Keith Martin made a motion seconded by Gary Landis to end executive session at 8:48 p.m. The motion passed unanimously.

11. Township Building Office Cleaning

Bruce Leisey informed the Board of Supervisors that Trudy Fritz has given her notice and will no longer be able to clean due to a change in her FT employment. At this time the Township Staff will clean the building on an as needed basis.

12. Road Crew Employee

Gary Landis made a motion, seconded by Keith Martin to hire Donald Moyer, Jr, 565 Hopeland Road, Stevens to the position of Public Works Worker #1 at an hourly rate of \$17.00 per hour with a projected start date to be 4/2/18 with conditions noted in the 3/6/18 Employment Office Letter.
* The motion was unanimously passed.

Bills to be Paid

General Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the General Fund bills totaling \$74,708.84 for the month of February. * The motion was approved unanimously.

Rec Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the Recreation Fund bills totaling \$3,269.01.10 for the month of February. * The motion was approved unanimously.

Sewer Fund

Keith Martin made a motion, seconded by Gary Landis, to approve the Sewer Fund bills totaling \$2,841.85 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. Engineer's Report
5. Manager's Report
6. Road Master's Report

Adjournment

Keith Martin made a motion, seconded by Gary Landis, to adjourn the meeting at 9:16 P.M. * The motion was approved unanimously.

Clay Township Board of Supervisors

Timothy Lausch, Chairman

Keith Martin, Vice Chairman

Gary Landis, Secretary