

CLAY TOWNSHIP BOARD OF SUPERVISORS  
MEETING MINUTES  
November 24, 2020

The Supervisors of Clay Township met on an advertised meeting date of November 24, 2020, 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 Keith Martin, Vice-President and Gary Landis, Secretary.

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

Timothy Lausch called the meeting to order at 7:05 a.m.

**Meeting Minutes**

Gary Landis made a motion, seconded by Keith Martin to approve the October 27, 2020 meeting minutes. \* The motion was approved unanimously.

**Engineer's Report**

None

**Old Business**

1. Annex Building Project Update

Bruce Leisey updated the Board of Supervisors on the status of the project. The Board of Supervisors reviewed and discussed the floor plan and the proposed renovations.

## **New Business**

### 1. Road Master Update

Earl Stauffer informed the Board of Supervisors that the equipment has been serviced and is ready for winter weather conditions. The Road Crew will rent a tractor and mower to remove weeds and trees along the road right-of-way next week.

Keith Martin made a motion, seconded by Gary Landis to approve execution of the rental contract with Stephenson Equipment to rent a Tiger tractor and mower in the amount of \$2,400 weekly and \$375.00 delivery fee. \* The motion was unanimously approved.

### 2. 2021 Budget Discussion

Bruce Leisey reviewed the preliminary 2021 Budget with the Board of Supervisors and Township Staff.

Gary Landis made a motion, seconded by Keith Martin to approve advertising of the preliminary 2021 Budget for public review beginning Wednesday, November 25, 2020. \* The motion was unanimously approved.

Gary Landis made a motion, seconded by Keith Martin to approve advertising of the December AM Board of Supervisors meeting for December 22, 2020 to approve the 2021 Budget and pay any final 2020 bills. \* The motion was unanimously approved.

### 3. Appoint SAM Entity Administrator

After review, Keith Martin made a motion, seconded by Gary Landis to approve the appointment of Bruce Leisey as the Township's SAM Entity Administrator. \* The motion was unanimously approved.

### 4. Manager Update

Bruce Leisey discussed transferring funds from PLIGT to JBT to obtain a higher interest rate on the Township's money.

Gary Landis made a motion, seconded by Keith Martin to approve a transfer of up to \$500,000 at Bruce Leisey discretion from PLIGT to JBT. \* The motion was unanimously approved.

**Executive Session**

Keith Martin made a motion, seconded by Gary Landis to enter into Executive Session at 8:48 AM to discuss Employee Matters and Potential Litigation. \* The motion was unanimously approved.

Keith Martin made a motion, seconded by Gary Landis to exit Executive Session at 9:10 AM. \* The motion was unanimously approved.

No decisions were made at this time.

**Adjournment**

Keith Martin made a motion, seconded by Gary Landis, to adjourn the meeting at 9:15 a.m. \*\* The motion was approved unanimously.

Clay Township Board of Supervisors

---

Timothy Lausch, Chairman

---

Keith Martin, Vice Chairman

---

Gary Landis, Secretary