

WARWICK TOWNSHIP BOARD OF SUPERVISORS

January 20, 2021

7:00 p.m.

Due to COVID-19 this meeting was held virtually.

Chairman Kenneth Eshleman convened the January 20, 2021 meeting of the Warwick Township Board of Supervisors at 7:00 p.m. In attendance were Board Members Jeffrey Tennis, Kenneth Eshleman, Logan Myers, Herbert Flosdorf and Kelly Gutshall. Also in attendance were Daniel Zimmerman, Township Manager; Billy Clauser, Township Planner; Chuck Haley from ELA; Jason Minnich, Public Works Superintendent; Tom Zorbaugh, Code and Zoning Officer; Jeff Bowlby with Trimble Surveyors; Bill Greton, 592 Allegiance Drive, Lititz; Rick; Aaron; Joe Sands; Andrea Shirk from Rock Lititz; and Laura Knowles from the Lititz Record Express.

TEN MINUTE GUEST RECOGNITION: Bill Greton who resides at 592 Allegiance Drive, spoke about his concerns on the approach as TOA exits the Township. He also requested the Township consider splitting the cost of the trail maintenance with TOA's HOA as well as inquiring as to the amount of money the Township is withholding from TOA. D. Zimmerman stated he would answer B. Greton's questions. He explained there is approximately \$266,000.00 being held by the Township from Phases 1-4. As far as the private street system, this format is duplicated in a number of other subdivisions within the Township. The developer wanted to present a private street system in which there is less oversight and more freedom to utilize the streets in the manner they want to. In addition, several subdivisions also provide trail systems open to the public such as Newport Square and Lititz Bend, in which the HOA maintains the trail. The trail agreement for TOA stipulated that TOA had to provide as-built drawings and certification that the trail was built according to standards. This is currently being done through RGS. An evaluation was performed by the HOA on the trail by an independent engineering firm. Approximately eight core samples were taken and of those eight six fulfilled the requirements for the four inch stone and the two and a half inches of macadam. The other two were slightly less. B. Greton asked the Board to consider his request and thanked them for their time. K. Eshleman thanked B. Greton for his comments and stated the Board would consider his request.

CONSIDER REQUEST FOR DRAWDOWN OF LETTER OF CREDIT FOR THE MERVIN KING, 712 EAST

MILLPORT ROAD PROJECT: On a motion by L. Myers, seconded by K. Gutshall, the Board unanimously approved the drawdown of the Letter of Credit for the Mervin King, 712 East Millport Road project, as per the ELA Letter dated January 11, 2021.

CONSIDER REQUEST FOR DRAWDOWN OF LETTER OF CREDIT FOR THE CASEY GRAFFIUS PROJECT: On a motion by J. Tennis, seconded by L. Myers, the Board unanimously approved the drawdown of the Letter of Credit for the Casey Graffius project.

CONSIDER REQUEST FOR DRAWDOWN OF LETTER OF CREDIT FOR THE ROCK LITITZ PROJECT: On a motion by L. Myers, seconded by H. Flosdorf, the Board unanimously approved the drawdown of Letter of Credit for the Rock Lititz project as per the ELA Letter dated January 14, 2021. K. Gutshall recused herself.

CONSIDER THE DALE & REGINA HURST LOT ADD-ON PLAN, PREPARED BY TRIMBLE SURVEYORS,

DATED 10/7/2020: Jeff Bowlby with Trimble Surveyors was present to review the plan with the Board. He stated the Hurst's own a property that is approximately 0.4 of an acre that fronts Rothsville Station Road and Bruce and Jalisa Gingrich own a 2 ½ acre flag lot that sits off of Newport Road. The Hurst's approached the Gingrich's wanting to purchase approximately another 0.4 of an acre to add to their parcel in order to build a large garden in their backyard.

This would increase their parcel to 0.8 of an acre and reduce the Gingrich's parcel from 2.5 acres to 2.1 acres. The plan was before the Planning Commission in November. The Gingrich's are on private sewer and the SEO inspected the system which passed. There are no issues with the five remaining comments on the ELA Letter dated January 19, 2021. The plan was also submitted to the Lancaster County Planning Commission. L. Myers inquired if there was any further subdivision allowed on the remaining Gingrich Tract. J. Bowlby stated the Gingrich's would have the right to do so however he feels there would not be enough room left.

On a motion by J. Tennis, seconded by K. Gutshall, the Board unanimously approved the Dale & Regina Hurst Lot Add-on Plan, prepared by Trimble Surveyors, dated 10/7/2020.

ACKNOWLEDGE THE ENGAGEMENT LETTER BY TROUT ACCOUNTING FOR THE 2020 AUDIT:

D. Zimmerman stated the auditors will be coming to the Township to start the audit starting next week. The Board acknowledged they received the letter from Trout Accounting stating their responsibilities to the Township.

CONSIDER ORDINANCE 294 AUTHORIZING WARWICK TOWNSHIP TO RE-AUTHORIZE THE WARWICK REGIONAL EMERGENCY SERVICES FOR FIRE AND AMBULANCE PROTECTION: On a motion by J. Tennis, seconded by L. Myers, the Board unanimously approved Ordinance 294 Authorizing Warwick Township to Re-authorize the Warwick Regional Emergency Services for Fire and Ambulance Protection.

DISCUSSION ON ZONING INITIATIVES: Staff felt consideration should be made to make an amendment ordinance to the zoning ordinance which would cover a couple of different topics. One such item would be signage. D. Zimmerman stated there have been a number of court decisions regarding signage. The township has not changed certain sections since 1993 when the original ordinance was adopted. This section should be reviewed and possibly make some modifications to it. Some other areas to review include allowing flag lots in the mixed use district, considering pools as lot coverage and establishing a procedure prior to a historic demolition. Some of these items will be brought before the Board at the February 3rd meeting for review.

CONSIDER RESOLUTION 01-20-21-01 APPROVING A TRANSACTION AND FUNDING AGREEMENT FROM PENNVEST FOR INSTALLATION OF BMP IMPROVEMENTS AT THE BALMER FARM, 556/572 MILLWAY ROAD: D. Zimmerman stated the Board had reviewed this in the fall of 2020 when the application was submitted to the Township. The funding is for approximately \$600,000.00. D. Zimmerman stated these types of projects are excellent for the Township's MS4 goals as far as meeting water quality requirements in the Ag Zone. The paperwork indicates Pennvest will funnel the money through the Township. TeamAg is the consultant for the project and they do the verifications and actual bidding, review and tabulation to make sure it is in accordance with the Pennvest standards.

On a motion by L. Myers, seconded by J. Tennis, the Board unanimously approved Resolution 01-20-21-01 Approving a Transaction and Funding Agreement from Pennvest for Installation of BMP Improvements at the Balmer Farm, 556/572 Millway Road.

RESPONSE TO AWARD OF GRANT MONIES BY THE RCAP FUNDING FOR THE COMPASS MILL COMPLEX RESTORATION PROJECT: D. Zimmerman stated this was originally sponsored by the Lititz Regional Community Development Corporation which is an offshoot of the Lititz/Warwick Strategic Plan. This will address several significant historic structures. The Township tried to get redevelopment on the original Compass Mill which is a 1749 historic structure off of Rothsville Road. The project then included several other buildings such as the "pink" house which is on the register and dates back to 1759 or 1769 as well as an historic log cabin and the LEFC Mill which has been restored. This area is zoned Community Commercial and the idea is to create a commercial venue utilizing these historic structures. The Developer has signed papers stating he is committed to the project. The Township is just funneling the money as it cannot go directly to an individual developer. D. Zimmerman stated the Township is

required to acknowledge receipt of the award in the amount of \$1,517,941.00 from the Governor's Office within 30 days.

On a motion by J. Tennis, seconded by L. Myers, the Board unanimously approved the award of grant monies by the RCAP Funding for the Compass Mill Complex Restoration Project and acknowledge that the Township will facilitate the depository and disbursement role.

RESPONSE TO AWARD OF GRANT MONIES BY THE RCAP FUNDING OF THE ROCK LITITZ STUDIO 2

PROJECT: D. Zimmerman stated in this project the monies will be put towards Studio 2 area. The Studio 1 addition will commence shortly and will be provided by the Rock Lititz Developers. They will utilize the grant monies along with the match they must provide on Studio 2. This funding will allow the project to move forward.

On a motion by H. Florsdorf, seconded by K. Gutshall, the Board unanimously approved the award of grant monies by RCAP Funding of the Rock Lititz Studio 2 Project and acknowledge that the Township will facilitate the depository and disbursement role.

REQUEST BY WESC TO USE 1200 BRUNNERVILLE ROAD FOR LIVE TRAINING: D. Zimmerman was asked by D. Ober to clarify the address which is actually 1400 Brunnerville Road. L. Myers requested the nearby community get notified prior to this training occurring.

On a motion by J. Tennis, seconded by L. Myers, the Board unanimously approved WESC to use 1400 Brunnerville Road for live training.

PSATS: The Board acknowledged the December 2020 PSATS NewsBulletin.

ROTHSVILLE FIRE COMPANY: The Board acknowledged the December 2020 Report.

LITITZ REC CENTER: The Board acknowledged the letter from the Lititz Rec Center thanking the Township for their fourth quarter monetary donation.

APPROVAL OF MINUTES: On a motion by L. Myers, seconded by J. Tennis, the Board unanimously approved the December 2, 2020 and December 16, 2020 minutes as submitted.

TREASURER'S REPORT: On a motion by J. Tennis, seconded by L. Myers, the Board unanimously approved the Treasurer's Report.

PAYMENT OF BILLS: On a motion by J. Tennis, seconded by L. Myers, the Board unanimously approved the Payment of the Bills.

MANAGER'S REPORT: Financial Outlook- D. Zimmerman stated the Township did make total revenue for the year 2020. Reimbursement from the County was expected to be received prior to the end of 2020 however it was not received until January 4, 2021.

6th Street Project/Roundabout Project- An update will be provided at the February 3rd meeting.

Development Update- Lititz Reserve Phase 8 has started. The Developer for Warwick Crossings is anticipating to get started within the next three to four weeks. The portion of 6th Street related to this development is also expected to start in February as well.

Board of Supervisors

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COVID issues- Public Works just got up to full staff recently however the Township received notice today that a Public Works employee may have to quarantine for up to two weeks.

TAX COLLECTOR'S REPORT: On a motion by L. Myers, seconded by H. Flosdorf, the Board unanimously approved the Tax Collector's Report.

PUBLIC WORKS REPORT: J. Minnich reviewed his report and answered the Board's questions.

POLICE DEPARTMENT REPORT: The Board reviewed the December 2020 Report to the Commission.

ZONING OFFICER'S REPORT: T. Zorbaugh reviewed his report with the Board. He stated Staff would like the Board to consider increasing the Zoning and Conditional Use fees from \$400.00 to \$500.00 which is more in line with the surrounding municipalities. This has been the cost since at least 1994. D. Zimmerman stated one reason for the increase is due to the increase in the cost of advertising over the last few years. The Township is required to advertise in the newspaper due to the fact that not everyone has the ability to access information electronically.

WESC/EMC REPORT: The Board acknowledged the December 2020 WESC Fire Commissioner Report.

ADJOURNMENT: With no other business to come before the Board, the meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Daniel L. Zimmerman
Township Manager