

**WARWICK TOWNSHIP BOARD OF SUPERVISORS  
MEETING MINUTES  
Warwick Township Municipal Office**

April 20, 2016

Chairman W. Logan Myers, III convened the April 20, 2016 meeting of the Board of Supervisors at 7:00 p.m. Present were Supervisors Herbert Flosdorf, Michael Vigunas, Kenneth Eshleman, and David Kramer. Also present was Daniel L. Zimmerman, Township Manager; Dean Saylor, Public Works Superintendent; Dave Steffen, Chief of NLCRPD; and Laura Knowles representing the Lititz Record.

**PUBLIC HEARING: THE HEARING CONCERNS AMENDING THE CODE OF ORDINANCES FOR PROPERTY MAINTENANCE TO REVISE, RESTATE AND UPDATE THE PROPERTY MAINTENANCE CODE:** Zimmerman stated the hearing has been properly advertised. The amendments to the Property Maintenance Code addresses abandoned vehicles, weeds, grass height, vegetation growth and rodents. In addition, it will provide for a reduced time frame in which residents have to respond to a Notice of Concern. Moreover, the ordinance provides the option for either the Police Department or the Zoning Officer to implement enforcement.

On a motion by Kramer, seconded by Vigunas, the Board unanimously approved to close the hearing.

**APPROVAL OF MINUTES:** On a motion by Eshleman, seconded by Vigunas, the Board unanimously approved the minutes from March 2, 2016 and March 16, 2016.

**TREASURER'S REPORT:** Zimmerman stated the Township will recover \$27,000.00 of the \$37,000.00 expended on the blizzard from FEMA. On a motion by Vigunas, seconded by Kramer, the Board unanimously approved the Treasurer's Report.

**PAYMENT OF BILLS:** On a motion by Vigunas, seconded by Flosdorf, the Board unanimously approved the Payment of the Bills.

**MANAGER'S REPORT:** NLCRPD: See attached report.

WESC: See attached report.

Joint Meeting: The next meeting will be held April 28, 2016 at 7:00 p.m. at the Warwick School.

Audit 2015: Zimmerman stated the report will tentatively be presented at the May 4, 2016 Board meeting.

Public Works Contract Negotiations: No activity at this time.

Authority Transition: The hiring of Todd Kauffman was approved for the replacement of Carl Haws. Haws will work until the end of 2016. In addition, Kauffman will assist in the oversight of the Borough's Public Works sewer and water operations.

**Strategic Plan:** The Coordinating Committee's next meeting is April 21, 2016 at 7:00 a.m. at the Township Office Building. Update on Impact 2017 will be discussed in preparation for next year.

**6<sup>th</sup> Street Project:** Three consultant groups were interviewed by the Committee. The Committee will meet again on April 25<sup>th</sup> to make a final decision on which group will be awarded the project.

**TAX COLLECTOR'S REPORT:** On a motion by Vigunas, seconded by Kramer, the Board unanimously approved the Tax Collector's Report.

**PUBLIC WORKS REPORT:** Saylor gave an update on the Rail Trail project. Clearing has begun from Newport Road to Picnic Woods. Storm pipe work still needs to be completed on this section.

Road preparation has begun for the road projects that are slated for this summer.

Saylor stated Diehm & Sons will be surveying the intersection of Millway and Meadow Valley the week of April 24<sup>th</sup> in preparation for the realignment of this intersection.

**POLICE DEPARTMENT REPORT:** Steffen gave an overview of the 2015 Annual Report. Steffen reported the Police Department has completely left the County Information Technology. This allows the Department to have more control over the volume of information that is used remotely in addition to providing a cost savings in the future.

There was a discussion on body cameras and when the Department might start using them.

Steffen stated the Department is involved in all aspects of the heroin epidemic facing the community.

Steffen stated the Department is pursuing accreditation. Steffen is anticipating this to be completed by the end of the fiscal year for 2016. The accreditation can be achieved through a software program that has been implemented.

**ZONING OFFICER'S REPORT:** See attached report.

**WESC/EMC REPORT:** See attached report.

**PSAT:** See attached bulletin.

**ROTHSVILLE FIRE COMPANY:** See attached report.

**FEMA:** See letter stating the Township's Floodplain Management Ordinance is in compliance with the National Flood Insurance Program.

**LANCASTER COUNTY DISTRICT ATTORNEY:** See attached report.

**CONSIDER ORDINANCE 277 PROVIDING FOR REVISIONS TO THE PROPERTY MAINTENANCE CODE:** On a motion by Flosdorf, seconded by Eshleman, the Board unanimously approved Ordinance 277 Providing for Revisions to the Property Maintenance Code.

**CONSIDER BIDS SUBMITTED FOR PAVING AND OIL & CHIP FOR 2016:** On a motion by Flosdorf, seconded by Vigunas, the Board unanimously awarded the bids as submitted for paving and oil & chip for 2016.

**UPDATE TO THE MS4 PROGRAM:** Zimmerman stated the Township will be audited by the State sometime in the future. It is mandated by EPA that at least once every five years every MS4 permit is audited. Zimmerman stated the Township has five goals to be completed before the end of the year.

Another requirement under the MPDES permits is that permit holders are required to have annual inspections which are then submitted to the Township for record keeping.

The Township has been broken into four quadrants. Using these quadrants the Township will create a base map for the stormwater facilities in order track when they are due for inspection. For the reports that are due annually the Township must go through 25% of the Township and conduct inspections on all outfall structures.

Billy Clauser will get certified to become a Stormwater Inspector.

Zimmerman stated he had a meeting with Lancaster Farmland Trust. In 2017 the Township must file a stormwater plan as far as what steps the Township is taking to meet the TMDL. The challenge for the Township is to assemble all the BMP information from farms. Lancaster Farmland Trust has proposed to the Township to do a site visit to every farm, 115 properties in total, and complete a report that consists of verifying the Conservation Plan. Farmland Trust will also calculate the percentage of execution of the Conservation Plan.

Zimmerman stated these services were not budgeted for however he feels this would benefit the Township. Lancaster Farmland Trust requires 25% of the cost initially and then halfway through the inspection process the remainder of the fee will be due. Vigunas stated the Township could budget for the final payment amount in 2017 since all the inspections will not be done by the end of this year.

On a motion by Flosdorf, seconded by Eshleman, the Board unanimously approved the contract with Lancaster County Farmland Trust.

**LANDSTUDIES PROPOSAL:** Zimmerman stated the Township received an extension on the grant from the Watershed Consortium for the completion of the wetland areas in Linear Park. A number of changes have been made at the Linear Park one being making the bridge access more assessable.

Landstudies has recommended an evaluation of the Santo Domingo Creek to see what improvements with the flow of the water can be made. Based on the conclusions from the evaluation recommendations will be reported to the Township. If the work is not completed by August 2016 the Township will lose the grant money.

On a motion by Vigunas, seconded by Kramer, the Board unanimously approved the proposal by Landstudies to evaluate the Santo Domingo Creek.

**CONSIDER MEMORANDUM OF UNDERSTANDING BETWEEN E. HEMPFIELD TOWNSHIP AND E. PETERSBURG BOROUGH FOR EMC EXCHANGE SERVICES:** The Board had previously reviewed this memorandum. On a motion by Vigunas, seconded by Eshleman, the Board unanimously approved the Memorandum of Understanding between E. Hempfield Township, E. Petersburg Borough, Warwick Township, and Lititz Borough.

**CONSIDER REQUEST BY CUB PACK 44 FOR A FISHING DERBY:** On a motion by Eshleman, seconded by Vigunas, the Board unanimously approved the request by Cub Pack 44 to hold a fishing derby on Saturday, April 30th.

**OTHER BUSINESS TO COME BEFORE THE BOARD:** Zimmerman stated Wade Consultants submitted a proposal for the pool.

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**ADJOURNMENT:** With no other business to come before the Board, the meeting was adjourned at 8:25 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'D. L. Zimmerman', followed by a long horizontal flourish.

Daniel L. Zimmerman  
Township Manager