

WARWICK TOWNSHIP BOARD OF SUPERVISORS
NOVEMBER 1, 2023
7:00 a.m.
MEETING HELD BY VIRTUAL FORMAT

Chairman, Kenneth Eshleman convened the November 1, 2023 meeting of the Warwick Township Board of Supervisors at 7:00 a.m. In attendance were Supervisors Ken Eshleman, Ken Kauffman, Jeremy Strathmeyer, Jeff Tennis, and Kelly Gutshall. Also in attendance were Brian Harris, Township Manager; Pat Barrett, Assistant Township Manager; Chuck Haley, Township Engineer; Ryan McCrory, Lititz Public Library; and Laura Knowles, Lititz Record Express.

LIBRARY PRESENTATION: Ryan McCrory stated that the targets he set at the beginning of the year will all be met with the exception of the web site traffic. Next year will be the 25th anniversary of the library in its current location. He stated there are a lot of events and programming planned for the year. The first half of the year will be focusing on celebrating the people that have gotten the library to where it is currently and the second half of the year will be focusing on what foresight is needed for the next 25 years. McCrory mentioned their continued community engagement. K. Gutshall mentioned the proposed sidewalk connection from Pebble Creek development down to Logan Myers Park and then straight down Sixth Street to the library.

CONSIDER REQUEST FOR A TIME EXTENSION FOR THE MUSSEY'S LAWN & GARDEN FINAL PLAN: B. Harris stated that the plan will be on the November 21, 2023 Planning Commission agenda and he does anticipate that they will get a conditional recommendation. They are asking for a 90-day extension which would take it out to January 15, 2024. Harris anticipates that this plan will be on the December 20, 2023 Board of Supervisors agenda for conditional approval. On a motion by K. Kauffman and seconded by J. Tennis, the Board unanimously approved the time extension for Mussey's Lawn & Garden.

CONSIDER REQUEST FOR A TIME EXTENSION FOR THE LITITZ RESERVE PHASES 9 & 10 FINAL PLAN: B. Harris noted that this plan was before the Planning Commission and the Board of Supervisors. They are requesting a 90-day time extension. RGS is currently addressing the comments from the Township Engineer and conditions of plan approval. This would take us to January 2024 based on the 90-day request. On a motion by J. Strathmeyer and seconded by K. Gutshall, the Board unanimously approved the time extension for Lititz Reserve Phases 9 & 10.

CONSIDER REDUCTION OF THE LETTER OF CREDIT FOR THE ORCHARD ROAD PROJECT: B. Harris mentioned ELA's letter dated October 26, 2023 recommending the township release \$495,273.35 for this reduction. The balance to finish, or retainage, would be \$1,451,562.75. B. Harris mentioned that they are working on constructing the right turn lane off of Orchard Road. On a motion by J. Tennis and seconded by K. Kauffman, the Board unanimously approved the reduction of the letter of credit for the Orchard Road project in the amount of \$495,273.35.

CONSIDER RESOLUTION 11-01-23-01 FOR A PA SITES GRANT FOR NEWPORT ROAD & SR501 IMPROVEMENTS: B. Harris mentioned that this grant is through the Pennsylvania Strategic Investment to Enhance SITES program. Harris mentioned that he did have a call with a representative from DCED last week to talk about the LSA applications that we are making on both the township side and the authority side. The WTMA approved submitting an application for Pump Station #1. As part of the process DCED wants you to reach out to a representative to talk through the process. What this application is specifically for is a right turn lane on Newport Road at Sheetz approaching SR501 which has been discussed before. There is

Board of Supervisors
November 1, 2023

money ear marked in our street improvement fund as well as a center turn lane going up SR501 and making any necessary improvements on SR501 to support United Zion Retirement Community and Rock Lititz on the east side. The opinion of probable cost is approximately \$1.1 million dollars which includes a contingency and engineering fees. Harris felt that \$900,000.00 was a reasonable ask with a \$200,000.00 match. Harris noted that if we were awarded the grant that he would meet with Rock Lititz and United Zion to partner on the match. K. Kauffman asked about the proposed sidewalk for United Zion on the plan. C. Haley stated that the sidewalk meanders to accommodate utility poles, landscaping and grading. On a motion by K. Kauffman and seconded by K. Gutshall, the Board unanimously approved the adoption of Resolution 11-01-23-01 approving the authorization of the application to the DCED PA SITES Grant for Newport Road & SR501.

ACCEPT CRAIG KIMMEL RESIGNATION FROM THE PLANNING COMMISSION & CONSIDER APPOINTMENT OF MIKE WETHERHOLD TO FILL THE VACANCY OF CRAIG KIMMEL ON THE PLANNING COMMISSION: B. Harris noted that Mike Wetherhold was the alternate for the Planning Commission for this past year. He is a township resident and is employed by E.G. Stoltzfus. Mike would fill the vacancy through the remainder of Craig Kimmel's term through 2025. Harris stated that a gentleman by the name of Larry Sheckler had indicated that he would be interested in being an alternate which will be brought before the Board when we reorganize in January. On a motion by K. Kauffman and seconded by J. Tennis, the Board unanimously accepted the resignation from Craig Kimmel and accepted the appointment of Mike Wetherhold to fill the vacancy of Craig Kimmel on the Planning Commission.

CONSIDER USING LANCASTER COUNTY TAX COLLECTION BUREAU FOR THE COLLECTION OF THE LOCAL SERVICE TAX IN 2024: Harris stated that the local service tax is the \$2.00 per pay period withheld from your check and totals \$52.00 a year. Warwick Township collects our LST tax internally. We are one of 8 municipalities left out of the 62 in Lancaster that still collect LST in house and not by the Lancaster County Tax Collection Bureau. Harris reviewed the figures for the collection in-house and for collection by the Lancaster County Tax Collection Bureau. Harris feels that there is merit to have the LCTCB collect the LST tax. Although there is a fee for the collection, he feels that we will see an increase in LST. The second part of that is that Laura Bowman invests approximately 2 weeks of time per quarter doing the collections. There was a discussion regarding the pros and cons of the LCTCB collecting the LST tax for the township. On a motion by J. Tennis and seconded by K. Gutshall, the Board unanimously approved authorizing Lancaster County Tax Collection Bureau to collect Local Service Taxes in 2024 and for the township to send the appropriate information to DCED to enact the LST tax collection.

GOVERNOR'S FUNDING UPDATE LETTER: B. Harris stated this was for informational purposes. With all the RACP stuff the township has going on his biggest concern was spending funds and then not get reimbursed by the state. As there is more information available he will pass it along to the Board.

VETERANS HONOR PARK INVITATION TO VETERANS DAY CELEBRATION 11/12/2023 AT 2:00 P.M.: B. Harris encouraged board members to attend. There will be lunch served from Mission BBQ at Listrak afterward. If there is inclement weather the event will be moved into the library.

Harris mentioned that on November 15, 2023 there will be a budget presentation at 6:00 p.m. before the board meeting. If the Board has no objections to the review, there is a motion on the agenda that night to advertise the budget. Harris will be providing dinner that night.

NEXT MEETING: November 15, 2023 at 7:00 p.m.
6:00 p.m. budget presentation

ADJOURNMENT: On a motion by J. Strathmeyer, the meeting was adjourned at 7:49 a.m.

Respectfully submitted,

Brian Harris,
Township Manager