

WARWICK TOWNSHIP BOARD OF SUPERVISORS

November 15, 2023

7:00 p.m.

WARWICK TOWNSHIP MUNICIPAL BUILDING

Chairman, Kenneth Eshleman convened the November 15, 2023 meeting of the Warwick Township Board of Supervisors at 7:00 p.m. In attendance were Supervisors Ken Eshleman, Ken Kauffman, Jeremy Strathmeyer, and Jeff Tennis. Kelly Gutshall was absent. Also in attendance were Brian Harris, Township Manager; Duane Ober, WESC Commissioner; Laura Knowles, Lititz Record; Michael Gallion, 102 Gingrich Road, Lititz; and Deb Ressler, 569 Millway Road, Lititz.

Mike Gallion is representing the Sons of the American Legion Squad 56 Lititz. The Sons of the American Legion along with the American Legion Auxiliary and the American Legion would like to pursue the Hometown Heroes Banner Program in the Warwick region. Ephrata, Denver, New Holland, Manheim, Marietta, Christiana, and Bainbridge have the Hometown Hero banners with great support from the communities. Mike was referred to Rileighs Outdoor Décor. The cost of the banners and mounting would be the responsibility of the sponsor of the banner, the Sons of the American Legion, the Legion Auxiliary and the American Legion. Some logistics would need to be worked out as far as getting them mounted and permission from PPL to mount them on their poles and lamp posts. Mr. Gallion stated that Main Street and Broad Street would be ideal to display the banners. J. Strathmeyer stated that Lititz Borough was not interested in the banners because they think the banners would take away from the historical feel of Lititz. There was some discussion on where the banners could be placed. B. Harris stated that if the Board were in support of this project, he would sit down with D. Ober and Mr. Gallion to come up with a plan and then presenting that plan to the Board of Supervisors.

CONSENT AGENDA:

Approval of minutes: October 4 & 18, 2023

Manager's Report

Tax Collector's Report

Public Works Report

Police Department Report

Zoning Officer's Report

WESC/EMC Report

B. Harris mentioned grants that he includes on his Manager's Report. It is somewhat confusing which grants have been awarded and which ones are in the process. In the future he will highlight applications that are in the process. On a motion by K. Kauffman and seconded by J. Tennis, the Board approved the Consent Agenda was approved as submitted.

CONSIDER REQUEST FOR AN EXTENSION OF TIME FOR THE OWL HILL ROAD PLAN: B. Harris referred to a letter from Todd Vaughn dated November 1, 2023 where they are requesting a 90-day extension which would take it through February 15, 2024. Harris stated that they have just received the DEP review which is part of the reason extensions have been granted. On a motion by J. Tennis and seconded by K. Kauffman, the Board approved the extension of time for the Owl Hill Road plan.

CONSIDER REQUEST FOR AN EXTENSION OF TIME FOR THE CHRISTOPHER S. POJE PLAN: B. Harris stated that the request is for a 90-day time extension which would take them through February 15, 2024. On a motion by J. Strathmeyer and seconded by J. Tennis, the Board approved the extension of time for the Christopher S. Poje plan.

CONSIDER REQUEST FOR A LETTER OF CREDIT REDUCTION FOR THE WALTON HILL PROJECT: B. Harris stated that ELA provided a letter dated November 8, 2023 recommending that the Township release \$1,391,080.37 which would leave a balance to finish or retainage of \$988,221.91. On a motion by J. Strathmeyer and seconded by K. Kauffman, the Board approved the letter of credit reduction for the Walton Hill project. B. Harris gave an update on lots sold and projected schedules.

CONSIDER MOTION TO APPROVE THE PAYMENT OF BILLS: B. Harris stated that the total bill register is \$247,898.12 of which \$161,000.00 were accounted for in the general fund. He mentioned \$48,000.00 from the ag fund which was the Witmyer preservation and \$23,000.00 for the escrow. In the general fund a few of the larger expenditures were engineering related which will ultimately be reimbursements through the grant programs. On a motion by J. Tennis and seconded by J. Strathmeyer, the Board approved the payment of bills as submitted.

CONSIDER MOTION TO APPROVE THE TREASURER'S REPORT: Harris mentioned that our revenues to-date are \$6.5 million and our expenditures are \$6.2 million. As mentioned during the budget presentation earlier in the evening the township does anticipate having a surplus. Harris stated that on the revenue side most of the projections will be met. On a motion by K. Kauffman and seconded by J. Tennis, the Board approved the Treasurer's Report as submitted.

CONSIDER THE DRAFT 2024 MEETING SCHEDULE: Harris stated that there is no action that needs to be taken tonight. This will be placed on the December agenda for approval to advertise. Harris stated that there will likely be a category added for the Veteran's Committee. He envisions it being similar to the Rec Advisory Board, meeting one day a quarter at whatever time is convenient for the committee members. The reorganization meeting will be held Tuesday, January 2, 2024 at 7:00 p.m. since Monday is the legal holiday. D. Ober mentioned that all the WESC meetings will be held at the Township building for 2024 rather than rotating around to the fire stations.

DISCUSSION ON THE DRAFT 2024 BUDGET; CONSIDER MOTION TO ADVERTISE THE DRAFT 2024 BUDGET: B. Harris stated that the 2024 draft general fund budget was presented to the supervisors this evening. The general fund revenues and expenditures are \$9,886,009.00. There is no tax increase being proposed as part of this budget. The figure is somewhat skewed due to grants items that are included in the budget. The biggest revenue change will be in the earned income tax which we anticipate a 4.3% increase. Aside from the grants there is nothing unusual in this budget. The budget would be on display at the township office for 30 days and then the Board can consider action in December for adoption of the 2024 budget. On a motion by J. Strathmeyer and seconded by J. Tennis, the Board approved the advertising of the draft 2024 budget.

WESC CAPITAL EXPENSE: B. Harris mentioned that D. Ober has been working with Brunnerville Fire Company who are in need of a pick-up truck. The fire company approached Duane about purchasing his existing pick-up truck. After further discussion, Brunnerville Fire Company agreed to purchase a new vehicle for the township for WESC with the assumption that they would then get Duane's old truck. These are township funds which we allocate yearly to each of the fire companies for their apparatus replacement. Ober stated Brunnerville would like to get a pick-up for utility purposes and Ober's truck is 6 years old with a current value of \$29,000.00 and then with the upfitting gives it about a \$42,000.00 value. A brand new pick-up it would be \$47,000.00 plus the upfitting. There use for the truck will be minimal. Ober proposed getting a new command vehicle for his role with the upfitting and the difference in cost that Brunnerville would pay for Ober's truck is approximately \$26,000.00 and they have earned more than that in interest in their capital account over the past 3-4 years. B. Harris asked if this expenditure impact Brunnerville's 3, 5, 7 year plan. Ober confirmed it does not affect Brunnerville's short term plans. The money for the new vehicle will come from the Brunnerville's share of their capital funds from the township account. Currently Brunnerville has approximately \$570,000.00 in their capital account with no apparatus purchases for a few years. Ober also mentioned the possible downsizing of apparatus at Brunnerville in the future based on staffing regional needs. The purchase of the vehicle will be this year but the upfitting will likely be after the first of the year depending on equipment availability. On a motion by J. Tennis and seconded by K. Kauffman the Board authorizes the

Board of Supervisors
November 15, 2023

administration to execute the proposal from Whitmoyer Buick Chevrolet for the purchase of a new township owned vehicle that would be used by the WESC director and authorize the transfer of D. Ober's existing vehicle to Brunnerville Fire Company.

Harris mentioned that the municipal authority will be meeting next Tuesday at 6:00 p.m. and the Planning Commission that was scheduled for Tuesday at 7:00 p.m. was cancelled.

K. Kauffman brought up concerns regarding E-bikes. There was a discussion regarding the use of E-bikes on the trails and enforcement.

D. Ober stated that they had a very productive month of October for fire prevention activities with 1,400 kids taking part in presentations and another 250 kids came through Lititz Fire Station for tours. He shared a copy of the new coloring book that Bill Dussinger created for them. Bombergers Store did the back page ad and they covered the full printing of the coloring book. Ober mentioned the volunteer fire fighters tax credit and a new county ordinance that was just adopted for a \$150 tax credit to volunteer fireman and EMS in the county that qualify. Ober also noted he will be looking in to pursuing the provisions of Act 93 from 1994 which is a fire insurance escrow account. B. Harris stated that this provision ensures that the structure gets rehabilitated after fire damage. Harris also mentioned the proposed budget for the detection system for gas, heat, and smoke at the public works building and the authority garage. There were 3 quotes ranging from \$24,000.00 to \$36,000.00.

NEXT MEETING: Wednesday, December 6, 2023 at 7:00 a.m. via Zoom

ADJOURNMENT: On a motion by J. Strathmeyer and seconded by J. Tennis the meeting was adjourned at 7:52 p.m.

Respectfully Submitted,

Brian Harris
Township Manager