

**WARWICK TOWNSHIP BOARD OF SUPERVISORS MEETING**  
**JANUARY 17, 2024**  
**7:00 P.M.**  
**WARWICK TOWNSHIP MUNICIPAL BUILDING**

Chairman, Ken Eshleman convened the January 17, 2024 Board of Supervisors meeting to order 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; Tom Zorbaugh, Zoning and Code Enforcement Officer; Duane Ober, WESC Commissioner; Jason Minnich, Public Works Superintendent; Laura Knowles, Lititz Record; Dana Clark 660 Brunnerville Road, Lititz; Shawn Loose, ELA Group; Mark Henise, ELA Group; Chuck Haley, Township Engineer; and Bunnie Buckwalter, 1011 Lititz Pike, Lititz.

**CONSENT AGENDA:**

Approval of Minutes: December 6 & 20, 2023  
Manager's Report  
Tax Collector's Report  
Public Works Report

Police Department Report  
Zoning Officer's Report  
WESC/EMC Report

B. Harris mentioned that we did kick off our Safety Committee this year. We are trying to get an approved Safety Committee through the Department of Labor and Industry to get a reduction in our worker's compensation premium for both SMT (Susquehanna Municipal Trust) which is our non-uniformed worker's compensation carrier as well as SWIF (State Worker's Insurance Fund) which covers the volunteer fire fighters. Harris serves of the SMT Board and indicated that out of our 82 municipalities approximately 55 have approved safety committees. The committee has to meet monthly for a year and we make an application to LN&I to get approval and then we will see the benefit from a worker's compensation perspective. There will be a busy agenda for next week's Planning Commission. The Conditional Use for Listrak will be coming up at the February Board of Supervisors Meeting. They are on the agenda for the Planning Commission along with Musser's Lawn and Garden, 4 lots on Woodcrest at the round-a-bout, a subdivision on Water's Edge where John King is sectioning off a 25 acre piece, and then Cedar Run. For the February 7, 2024 Board of Supervisors Meeting, assume all these plans get recommended out of the Planning Commission two of the easier plans will be on the February 7, 2024 a.m. meeting. The other plans will be saved for the February 21, 2024 evening meeting. Harris mentioned that the Authority raised their rates for 2024. The meeting for the draft strategic plan is postponed until next week. Once we exit that meeting and finalize the plan then we will begin the adoption process. Per the MPC we have to give the plan to the surrounding municipalities, the school district and the county planning commission and they have 45 days to comment. The plan will probably get adopted at some point in the second quarter of the year. As part of the year end wrap up for 2023, we provided zoning information showing the value of the permits and the comparisons from

prior years. We were up substantially this year primarily due to large commercial projects.

K. Kauffman asked if the Woodcrest lots is a new plan. Harris said it is now 4 single residential lots along Woodcrest. Previously it was proposed for 5 residential lots. There was a discussion regarding the snow storms and supplies that were used during those storms.

On a motion by K. Kauffman and seconded by J. Tennis, the Board approved the Consent Agenda as submitted.

**CONSIDER MOTION TO APPROVE ESCROW RELEASE FOR 400 ROCK LITITZ BOULEVARD:** B. Harris stated that this is 400 Rock Lititz Boulevard. Pursuant to ELA's January 4, 2024 letter they are recommending releasing \$749,962.23 and retaining \$5,000.00 for some minor items that are identified in the letter. On a motion by J. Strathmeyer and seconded by K. Kauffman, the Board approved the escrow release for 400 Rock Lititz Boulevard per ELA's recommendation.

**CONSIDER MOTION TO APPROVE A 90-DAY EXTENSION OF TIME FOR APPROVAL OF THE WOODCREST LOTS LOT ADD-ON AND LAND DEVELOPMENT PLAN:** B. Harris stated that this is a 90-day extension request accounting for plan revisions and going in front of the Planning Commission next week. Harris does anticipate this will be the last extension that they will need. On a motion by J. Tennis and seconded by K. Kauffman, the Board approved the 90-day extension for plan consideration for the Woodcrest lots.

**CONSIDER MOTION TO APPROVE A 60-DAY EXTENSION OF TIME FOR APPROVAL OF THE LC STORAGE PRELIMINARY/FINAL LAND DEVELOPMENT PLAN:** B. Harris mentioned the RGS letter January 2, 2024 requesting a 60-day extension out to March 20, 2024. This plan is off of W. Woods Drive in back of Orrstown Bank. They have been in front of the Planning Commission and Harris anticipates them being on the February Planning Commission Agenda. On a motion by K. Kauffman and seconded by J. Tennis, the Board approved the 60-day extension for LC Storage.

**CONSIDER MOTION TO APPROVE A 90-DAY EXTENSION OF TIME FOR RECORDING OF THE COMPASS MILL PRELIMINARY/FINAL LOT CONSOLIDATION PLAN:** B. Harris mentioned the RGS letter dated January 8, 2024 asking for a 90-day extension to record the preliminary/final plan for Compass Mill. Harris stated that they are continuing to work through the HOP process and other items as well. On a motion by J. Strathmeyer and seconded by J. Tennis, the Board approved the 90-day extension for recording the Compass Mill Preliminary/Final lot consolidation plan.

**CONSIDER PLANNING MODULE RESOLUTION 01-17-24-01 FOR 611 WATER EDGE ROAD:** B. Harris stated that this is the mandatory sewage planning module that needs to be submitted to DEP. This plan is on the Planning Commission Agenda for February. It is a large agricultural tract off of Water Edge that they want to subdivide a nearly 25 acre lot. On a motion by J. Tennis and seconded by K. Kauffman, the Board approved Resolution 01-17-24-01.

**CONSIDER MOTION TO APPROVE THE PAYMENT OF BILLS:** The total bill register for the period is \$784,893.05 of which \$585,000.00 is from the general fund with the largest portion of that being our first payment to Northern Lancaster Regional Police for \$400,000.00. On the capital side of things we had 2 invoices, one for the F350 that was planned for, as well as the 550. Those are the two amounts

coming out of the capital reserve and the highway aid fund. On a motion by J. Tennis and seconded by J. Strathmeyer, the Board approved the payment of bills as presented.

**CONSIDER MOTION TO APPROVE THE TREASURER'S REPORT:** B. Harris stated that the treasurer's report is included in the packet. Harris has provided the Board with the budget vs. actual for the year as well as our balance sheet for the general fund. We did end the year with a surplus of close to \$500,000.00 and that is reflected in that balance sheet. Hopefully our earned income tax will continue to be strong and as part of that a chart was included so you can see the EIT as well as the cable franchise fee. The county is still optimistic that earned income tax will still be around the 4-5% growth rate for 2024. On a motion by K. Kauffman and seconded by J. Tennis, the Board approved the Treasurer's Report as submitted.

**CONSIDER AUTHORIZATION FOR THE 10<sup>TH</sup> ANNUAL TRIATHLON BY LITITZ recCENTER ON 8/4/2024:** B. Harris stated that the 10<sup>th</sup> annual triathlon that is sponsored by the Lititz RecCenter is to be held August 4, 2024. They provided a rain date of August 11, 2024. On a motion by J. Strathmeyer and seconded by J. Tennis, the Board authorized execution of the agreement conditioned on them completing the indemnification agreement.

**NEWPORT/BRUNNERVILLE INTERSECTION ALTERNATIVE ANALYSIS:** B. Harris mentioned that this was discussed at our December meeting and the Board reviewed the various options that were included including the do nothing scenario, the round-a-bout, left turn lanes, and left and right turn lanes. As part of that discussion the Board did request that ELA analyze the level of service figures out to 2047. Originally they just looked at 2037. ELA is back tonight to discuss the new figures.

K. Eshleman stated he read that there weren't many material changes between 2037 and 2047. Mark Henise stated that was correct. He noted that the growth rate in this area is pretty low so projecting out another 10 years there is not a large increase in traffic volumes. Levels of service were mostly the same with a couple decreasing slightly but nothing that would change any of the recommendations. As far as the round-a-bout, PennDot wants those to operate at less than 85% of capacity and we are still under 85% out to 2047. K. Eshleman asked for an explanation of the 85% capacity. Henise stated that when analyzing a round-a-bout you look at each individual approach so you are considering basically 4 separate intersections where the approach comes into the circular road. There is a certain capacity amount of vehicles that you can get through that merge point and as long as the volumes are less than 85% of that maximum capacity then it is good. J. Strathmeyer asked what the capacity was for 2047. Henise stated that westbound approach is the worst, getting to about 80%.

Dana Clark mentioned not seeing agriculture traffic being included in their report. He stated that he uses the barn on the other side of the street on a regular basis, sometimes more often than others. His approach to get across that intersection now is he puts the forks on the skid loader and he tries to get his way across. Clark also mentioned speed is a contributor to most of the accidents that have been recorded in the analysis and speed increases with traffic signals. They are interested in trying to slow that speed down. Clark feels the speed is really an issue and one of the things that the round-a-bout would force people to do is to lose some of that speed which makes it safer for them to manipulate the 4 corners. From his perspective they lose more ground to do that but from a safety perspective he states it is worth it to them and probably the municipality to not have anybody killed at that intersection. Clark stated that at the intersection you are hemmed in so when you get turning lanes in there it makes access to the shed on the north corner really difficult so he would be backing in and out

of the little bays into 3 lanes of traffic. He has already adjusted when they access the barn and they limit what they store in that barn, but at some level there is a practical aspect of it that they can't overcome just by their scheduling and when we do things. Clark mentioned that his driveway and the main barn and the access on the south side is very constrained which is one of the reasons why pushing the round-a-bout to the east helped alleviate some of the safety issues that are inherent with the current proximity and the configuration of the intersection. J. Tennis stated that the round-a-bout option has the biggest impact on Clark's land. Clark stated that they are willing to give up that ground and the rental property across the street in the name of improving the safety for them and the municipality. Clark noted that they are considering taking the bank barn and moving it onto the south side next to the main barn so they don't have to go back and forth as often.

B. Harris asked if the addition of the turning lanes would have an impact on crashes. Would it improve that number or would it make it worse than the current condition. M. Henise stated that adding the turning lanes would improve the safety and reduce the crashes. D. Clark stated that if you have a turning lane and the people don't have to stop because there is someone trying to turn left so they are just going to go faster. He also noted that from a practical observation one of the things that does help people slow down now is when people are turning left it jams up. M. Henise shared that based on the data that is available it is showing an approximate 32% reduction in crashes from the current condition to the condition where you are just adding the left turn lanes. There is another 8% reduction by adding the right turn lanes going to alternative 3 so you are around 40% reduction in crashes. The round-a-bout reduces the serious, high-speed crashes and there is a 70% reduction in crashes. J. Strathmeyer stated that when there is no turning lanes a lot of those crashes recorded are very low, slow impact crashes because there are people trying to maneuver around those turning cars. The high speed crashes are reduced by the round-a-bout is because they are forced to slow down.

J. Tennis asked what gets impacted. If it is left turn does the bank barn go? Does the bridge get widened? Does the rental property go? M. Henise stated that if it is just the left turn lanes something would have to be done about the driveway for the rental property and the barn would remain. They could look at pulling it away from the barn but then that goes onto the main property, pushing improvements towards the house. Clark stated that from their perspective they would push everything north. The place where they can give and are willing to give is north and east. Those are the places where it is easiest for them to work with the township. S. Loose stated that the right turn lanes add more impact. There was a discussion about the costs of the different options and grant money and the steps that need to be gone through to use the federal funding. B. Harris stated that the federal funding is roughly \$900,000.00 and then we have whatever will be the balance in our Marketing To Attract Tourism fund. Pump Station 13 was approximately \$1.4 million, we are in the process now of preparing the bid specs and the design for the tank on Newport Rd. which we are looking at \$2-\$2.3 million for that and then the balance of that we would be able to put towards the intersection. There would be approximately \$1 million left in the Tourism fund. Harris stated that this work is slated for 2026. Clark mentioned the historic nature of his property. He went on to say they are committed to farming, the intersection and the preservation of the properties. The rental house is less of an issue but the tobacco shed and the main house and the foundation of the barn were all dated back to 1836. J. Strathmeyer stated that he is a big proponent of traffic circles for heavy intersections because of the safety and the efficiency of traffic flow. K. Eshleman stated that the disparity of the costs is what we have to reconcile for the round-a-bout versus the turning lanes. J. Strathmeyer stated that the way the intersection is currently designed is a bowl and any kind of turn lane you put in there is only going to increase the speed of people going down the hill in three directions. If you put turning lanes in that is going to stop

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cars from having to slow down for turning traffic and just increase peoples speed going through the intersection. He also stated that if it costs the township a little bit more money and we are comfortable finding that money the he doesn't see a reason why we wouldn't go for the safer option. K. Kauffman stated that the round-a-bout option does have impact beyond the intersection that has to be considered. With the round-a-bout you are going to have traffic all the time flowing so that the roads that come on to Newport Road are now not going to have any window of opportunity to get out so you are going to create some other bottle necks. B. Harris stated that if the Board is still unsettled or needs more information, they do not need to take action tonight. Our intention is to give ELA guidance on which direction we want to go. J. Tennis asked if there would be opportunities to get more funding. B. Harris stated that we could. There is multimodal funding that is available. Based on what we have now we will probably be somewhere in the \$2 million dollar range of what we have. Harris mentioned that we have \$700,000.00 in our capital reserve account and we have a general fund surplus as well. Harris stated he would probably seek some multimodal funding to see if that would be an option. There was some discussion on the impact of the round-a-bout to other roads off of Newport Road.

**2023 FINANCIAL REPORT:**

**LITITZ recCENTER:** The recCenter did thank the Board for their 4<sup>th</sup> quarter contribution.

**WARWICK EDUCATION FOUNDATION:** The education foundation thank the Board for the donation on behalf of Grant Hummer.

**MUNICIPAL DIRECTORY:** As part of our annual reorganization Harris likes to include an updated directory for the Board of the various appointees to the different commissions along with their expiration for terms.

**NEXT MEETING:** February 7, 2024 at 7:00 a.m. via Zoom

**ADJOURNMENT:** On a motion by J. Tennis and seconded by J. Strathmeyer, the morning was adjourned at 7:43 p.m.

Respectfully submitted,

Brian Harris  
Township Manager