

WARWICK TOWNSHIP BOARD OF SUPERVISERS

November 18, 2015

Chairman Logan W. Myers convened the November 18, 2015 meeting of the Board of Supervisors at 7:00 p.m. Present were Supervisors Herbert Flosdorf, C. David Kramer, Anthony Chivinski, and Michael Vigunas. Also present were Daniel L. Zimmerman Township Manager, Jill Brown 26 Ridge Road, Caroline Hoffer representing Barley-Snyder, Christ and Karen Fisher Neumanstown, Steve Garner Tollgate Road, Laura Knowles representing the Lititz Record, Lisa and Stephen Enders 459 Crosswinds Drive and Dean Saylor Public Works Superintendent.

PUBLIC HEARING TO CONSIDER CONDITIONAL USE APPLICATION FOR ROCK LITITZ PROPERTIES TO HAVE A HEALTH AND FITNESS CLUB AT 201 ROCK LITITZ BLVD: Caroline Hoffer and Andrea Shirk were present to represent Rock Lititz. The Application is for the building referenced as Pod #2. The building is subject to a Land Development Plan. The building will be used primarily for offices, manufacturing, and storage. With the Health and Fitness Club located in this building it allows better service the employees in this building, others on campus, as well as the public. It will be located entirely inside of the building and will be mainly an exercise/weight lifting facility.

Hoffer stated the Planning Commission recommended approval of the Condition Use Application at their October 28, 2015 meeting.

This will be the second building to be built on the campus on the overall plan. The plan has Conditional Approval from the Township however it has not been recorded and the Applicant is still working on the conditions of the approval.

A floor plan and elevations of the building were provided to the Board. There will be access from the exterior of the building as well as from the interior through the common area.

Shirk stated the space is just over 10,000 square feet within the facility. There will be a parking lot just outside the entrance. In addition to the fitness equipment there will be rooms for classes to be held as well. There will be no courts of any type or a swimming pool. The Health and Fitness Club will be open to employees as well as residents who have a membership to the Lititz Rec Center. The hours of operation will be from 5:30 a.m. to 7:00 a.m., lunchtime and then 4:00 p.m. to 9:00 p.m. Hoffer would like some flexibility with the hours until it is determined how in demand the club is. Classes would run throughout the day regardless of the hours of operation. Signage will be located on the outside of the building. Myers inquired of Shirk if visiting guests will have the access to the Club and utilize the same hours. Shirk stated guests will be able to purchase access to the gym. If there is a need to keep the club open for longer hours, consideration for more hours will be addressed. Private rental of this space will also be available.

Hoffer went through Section 340-74 and Section 340-131.B of the Warwick Township Zoning Ordinances and stated all requirements have either been met or do not apply. Hoffer stated the Applicant is requesting a time extension from commencement of work within six months to 18 months and work completed from 12 months to 24 months of approval.

Christ Fisher of Newmanstown and owner of Lititz Family Cupboard inquired if the public will have access to the common area that will be located in this building and Shirk responded they will.

Steve Garner of S&A Auto Repair on Tollgate Road inquired if there were to be any retail stores in the building. Shirk replied there were not.

On a motion by Flosdorf, seconded by Chivinski, the Board unanimously voted to close the hearing.

APPROVAL OF MINUTES: On a motion by Vigunas, seconded by Chivinski, the Board unanimously approved the October 7, 2015 and October 21, 2015 meeting minutes.

TREASURER'S REPORT: Zimmerman stated the Township is on track to where it should be for this time of year. On a motion by Kramer, seconded by Vigunas, the Board unanimously approved the Treasurer's Report.

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

MANAGER'S REPORT: NLCRPD: Zimmermann stated the contract finalization will hopefully be completed by the end of the month. The contract will be for a term of four years.

WESC: See report provided. The Commission voted to move forward on the Regional Ambulance and EMS Study. Zimmerman stated the Township should have the results from the study within three to four months.

Rock Lititz Violation: A noise violation occurred on October 31, 2015. A review of the protocol was done and the penalty was applied and the fine was paid.

Budget Schedule: Zimmerman stated a release of a draft for the 2016 Fiscal Budget will be reviewed tonight later in the meeting. A final adoption will occur at the December 16, 2015 Board meeting.

Rails to Trails: The first phase of the trail has been completed from the Municipal Building to Newport Road. Zimmerman stated Akron needs to finish their portion to the borough line and Ephrata Township has approximately a little over a mile that needs to be completed. Zimmerman would like to start the next phase to Picnic Woods the first half of the New Year.

Field Maintenance: This is a Regional Rec Commission initiative. The first meeting was held with representatives from the School District, Elizabeth Township, Lititz Borough and Dean Saylor for Warwick Township. The meeting was held to look at possibilities for the long term maintenance of the recreational facilities.

Strategic Plan: The next meeting is scheduled for Thursday, November 19, 2015 at 7:00 a.m. at Lititz Borough.

Sixth Street Project: The draft for the first RFP was received for the ultimate buildout of Sixth Street. A subcommittee was appointed at the Joint Meeting and a meeting will be scheduled soon with this group of individuals.

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

PUBLIC WORKS DEPARTMENT: Saylor stated his plan for the Rails to Trails Project is to start the clearing and grubbing in late December or early January so it will be ready for spring or early summer to commence the remaining

work. Preparation for the winter season has begun on the equipment. The Township will continue to use more liquids as there has had good success with its use. A meeting was held in regards to snowplow routes. Due to personnel changes some routes will have new drivers.

POLICE DEPARTMENT REPORT: See attached report.

ZONING OFFICER'S REPORT: See attached report.

WESC/EMC Report: Report will be sent out to Board Members.

PSATS: See attached report.

BRUNNEVILLE FIRE COMPANY: Zimmerman stated that there were two new gentlemen who were sworn in as Fire Police Officers at the beginning of the month.

CONSIDER FINAL RELEASE OF LETTER OF CREDIT FOR BRICK GABLES PROJECT: Zimmerman noted that he and Myers were at the Preservation of Trust gala and Brick Gables was awarded the Historic Adaptive Reuse award. On a motion by Chivinski, seconded by Flosdorf, the Board unanimously voted to release the Letter of Credit for the Brick Gables Project in the amount of \$2,883.00.

CONSIDERATION ON 2016 MEETING SCHEDULE: See attached calendar.

CONSIDER THE DRAFT OF THE 2016 FISCAL BUDGET: Zimmerman stated the budget does not call for a millage increase. The budget is balanced so there is not a need to go into the cash balance. Zimmerman reviewed where the money comes from. Earned income provides over 50% of the budget, real estate provides 7%, and other taxes such as LST make up 16%. The remaining amount comes from fines, licenses and permits. The state and federal money the Township receives continues to decrease. This amount was 10-11% and is now down to 6%. This difference was able to be made up with reality transfer taxes.

The police and fire expenditure is under 43%, Public Works road maintenance and storm water improvements make up 14%, parks are just under 5%, contributions 3.6% which includes the library, Rec Center and other organizations that are service oriented towards the community, insurance and benefits are 12%, professional services less than 2% and general government 9%.

Zimmerman stated in the coming years he does see more financial support for emergency services as well as making a reserve for storm water repair work.

Zimmerman stated the Township will be committing over \$700,000.00 for road maintenance and repair. The Township will also be continuing to support the Warwick Emergency Services Commission. There will be an expansion of the regional Rail Trail system and street light assessment will remain at the same rate.

Zimmerman stated the budget calls for equipment replacement including a skid loader, a pickup, and a dump truck.

Vigunas inquired if the money donated to the Lititz Rec Center can be noted as an earmarked fund. Zimmerman stated this could also be assigned under Capital Reserve as a subcategory. Zimmerman stated he will make note of how this money could be identified.

On a motion by Flosdorf, seconded by Chivinski, the Board unanimously approved advertisement of the Fiscal Budget as drafted.

OTHER BUSINESS TO COME BEFORE THE BOARD: The Township needs authorization for the sale of the 924H front end loader to Ephrata Township in order for the deal to proceed. On a motion by Chivinski, seconded by Flosdorf, the Board unanimously approved the sale of the 924 H front end loader to Ephrata Township.

The Township received a letter from Ms. Bischoff regarding the sale of her house located on S. Heck Road. There is no place for cars to park on the day of the auction. Ms. Bischoff has requested if it were possible for S. Heck Road be limited to one-way on this day. On a motion by Kramer, seconded by Chivinski, the Board unanimously voted to allow S. Heck Road to be one-way on the day of the auction with the condition that fire police/Flagger Force be utilized for traffic control.

Myers indicated he would like to discuss a possible funding source for the Drug Task Force. Myers would like some consensus from the Board that they would support a resolution from LCATS. On a motion by Flosdorf, seconded by Chivinski, the Board voted to have Zimmerman draft a letter that all Board Members can sign with the recommendation that there be a county wide assessment and the Board will share the responsibility equally.

ADJOURNMENT: With no other business to come before the Board, the meeting was adjourned at 7:55 p.m.

Respectfully submitted,

Daniel L. Zimmerman,
Township Manager