

WARWICK TOWNSHIP BOARD OF SUPERVISORS MINUTES
May 21, 2014

Chairman W. Logan Myers convened the May 21, 2014 meeting of the Board of Supervisors at 7:00 p.m. Present were Supervisors W. Logan Myers, Anthony Chivinski, Michael Vigunas, and C. David Kramer. Herbert Flosdorf was absent. In attendance were Township Manager Daniel Zimmerman, Roadmaster Dean Saylor, and Zoning Officer Thomas Zorbaugh.

APPROVAL OF MINUTES: On a motion made by Kramer, seconded by Vigunas, the Board unanimously approved the minutes from April 2, 2014 and April 16, 2014 meetings.

TREASURER'S REPORT: A Board member asked if there were any other high quality bonds that can be looked at that pay well short term. The Township Manager explained the Township is very limited in the types of financial investments that it can use. The Board members indicated that, according to the financial statement, the Township's revenue is behind and its expenses are up. They inquired whether the issue is related to timing of revenues. The Township Manager explained that the County's EIT allocations are behind and should catch up by the end of May or June. He added that this will be further analyzed. He explained that expenses are higher due to winter operation costs. On a motion by Chivinski, seconded by Kramer, the Board unanimously approved the treasurer's report.

PAYMENT OF BILLS: The Board inquired what payment was made to Custom Computer. The Township Manager stated this was for conversions that are being done on some software programs. On a motion by Vigunas, seconded by Chivinski, the Board unanimously approved the payment of the bills.

MANAGER'S REPORT: The Township Manager provided a status report on the Warwick Emergency Services Commission. He stated that he and Flosdorf have been working with the Rothsville and Brunnerville Fire Companies on the Standard of Coverage. This is a document that explains the expected level of service including response time, type of equipment, and number of firefighters that would respond. This acts as a guide to evaluate performance. There will be an annual analysis of this and if there are any deficiencies, it will help the organization to be more proactive in looking at what needs to be done. The Township Manager stated they will be having a meeting with Lititz Fire Company to address any issues or concerns with the Standard of Coverage document and get a consensus on some options. He noted that Larry Schultz attends these meetings as a consultant.

The Township Manager provided a status report on Letters of Credit. There are a number of projects that need to close out their Letter of Credit and need to finish minor site work.

The Township Manager provided a status report on the adaptive traffic system for the SR501 corridor which goes to bid at the end of May.

The Township Manager provided a status report on the MS4 permit. The annual report is due June 9, 2014.

The Township Manager provided a status report on road projects. The Township is coordinating work with the Traditions of America developer on Millport Road. The Township has also started repair of potholes.

The Township Manager provided a Strategic Planning report. The next Infrastructure Committee meeting is scheduled for May 15, 2014 at the sewer plant at 7:00 a.m.

The Township Manager provided a status report on the Rails to Trails project. There will be a meeting with Ephrata Bank to finalize the Wenger easement.

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TAX COLLECTOR'S REPORT: The Board reviewed the April 2014 Tax Collector's report. On a motion by Chivinski, seconded by Vigunas, the board unanimously approved the Tax Collector's report.

PUBLIC WORKS DEPARTMENT REPORT: The Roadmaster provided a monthly status report outlining completed projects and upcoming projects and maintenance that are scheduled.

POLICE DEPARTMENT REPORT: The Township Manager provided a copy of the Northern Lancaster County Regional Police Department (NLCRPD) Annual Report, a 2012-2013 Time Analysis, and a Northern Lancaster County Regional Police Department (NLCRPD) Agency Performance Plan. Myers commented that everyone he has spoken to is pleased with the direction of the police force.

ZONING OFFICER'S REPORT: The Zoning Officer provided a report that outlines the Zoning/Building permits issued in April 2014. The report also outlines the cases heard at the Zoning Hearing Board's April 9, 2014 meeting. The Zoning Officer noted that case #804 for Christopher and Tammy Esh was granted a variance, and case #805 for J. Timothy Miller was denied a variance based on current Zoning Ordinance requirements and that the applicant had not proved a hardship.

COMMUNICATIONS: The Board reviewed the Rothsville Fire Company's 2013 Annual Report.

CONSIDER PARTIAL RELEASE OF LETTER OF CREDIT FOR TRADITIONS OF AMERICA: The Board reviewed the partial release of Letter of Credit for Traditions of America. The Township Engineer commented that based on the recent observation of construction progress at the site compared with the established Letter of Credit amount as approved by the Board of Supervisors, they recommend the Township release \$688,822.00 from the original Letter of Credit account. On a motion by Chivinski, seconded by Vigunas, the Board voted unanimously to release \$688,822.00 from the Letter of Credit for Traditions of America.

REVIEW PROPOSED 2014 TIP UPDATE: The Board reviewed the proposed 2014 TIP update.

CONSIDER REQUEST FOR THE ROTHSVILLE COMMUNITY DAY ON 9/20/2014: The Board reviewed the request. On a motion by Chivinski, seconded by Kramer, the board unanimously approved Rothsville Community Day on 9/20/2014.

CONSIDER REQUEST FOR THE HANDS ON HOUSE 5K RUN ON 9/27/2014: The Board reviewed the request. On a motion by Vigunas, seconded by Chivinski, the board unanimously approved the Hands On House 5K Run on 9/27/2014.

ADJOURNMENT: With no further business to come before the Board, the meeting was adjourned at 7:47 p.m.

Respectfully submitted,

Daniel L. Zimmerman
Township Manager