

WARWICK TOWNSHIP BOARD OF SUPERVISORS

November 19, 2014

Michael Vigunas convened the November 19, 2015 meeting of the Board of Supervisors at 7:00 P.M. Present were supervisors Michael Vigunas, Anthony Chivinski, C. David Kramer, Daniel L. Zimmerman Township Manager, Thomas Zorbaugh Zoning Officer, Dean Saylor Roadmaster, Loren and Harriet Smith, and Gary Kluger representing the Lititz Record Express. Absent were Herbert Flosdorf and Logan W. Myers.

APPROVAL OF MINUTES: On a motion by Vigunas, seconded by Kramer, the Board unanimously approved the October 1, 2014 and October 15, 2014 meeting minutes.

TREASURERS' REPORT: Zimmerman stated the last payment of the earned income will come at the end of November. Even though the expenditures were higher from the winter due to the use of more salt, road repairs, and equipment repairs, the Township should still end up with a small surplus at the end of the year. On a motion by Chivinski, seconded by Kramer, the Board unanimously approved the Treasurer's report.

PAYMENT OF THE BILLS: Zimmerman stated this is the final month for payment to the Northern Lancaster County Regional Police Department for the year 2014. This payment occurs every other month. On a motion by Kramer, seconded by Vigunas, the Board unanimously approved the payment of the bills.

MANAGER'S REPORT: See the Northern Lancaster County Regional Police Department report attached.

Zimmerman stated now that Duane Ober has taken over the position of Emergency Coordinator there will now be a separate Warwick Emergency Services Commission Report.

Zimmerman gave a brief update on Rock Lititz. The Township has been getting reports from Rock Lititz's consultants. Rock Lititz has a partial remediation plan which includes installing shot crete into the walls of the building. The Township's consultant has reviewed this plan and made some minor comments. After each new implementation Rock Lititz will do testing to see what improvements have been made and what improvements still need to be done. The Township's consultant will observe these tests on a periodic basis. In regards to a draft for a performance standard or a noise ordinance, Zimmerman stated he is still awaiting more information from data collection that was done.

Concerning the adaptive traffic system on 501, the work has begun in Manheim Township. The project is currently one to two weeks behind schedule however the system is anticipated becoming fully operative in early spring or by the first quarter of 2015.

With respect to the North 501 corridor, the second meeting with PennDOT was productive. Details on the design are still being worked out. This work was originally scheduled to be done in 2016. However, the paving by PennDOT of McGovern Avenue to Brubaker Road has been delayed. The project will now start in 2015 and will be done in two phases. The first phase will start at McGovern Avenue and go to the north section of Neffsville in 2015 and the second phase will go from the south section of Neffsville and go to Owl Hill Road in Warwick Township. In early 2017 the north section of Warwick Township will be done. The project will be bid in 2016.

Zimmerman stated there is a Built/Natural Infrastructure Committee meeting on Thursday, November 20, 2014 at 7:00 A.M. One of the topics to be discussed is the Warwick Woodlands project.

TAX COLLECTOR'S REPORT: Zimmerman stated the Township is on track with collections for the end of the year. On a motion by Chivinski, seconded by Kramer, the Board unanimously approved the tax collector's report.

PUBLIC WORKS REPORT: Saylor stated the Township has completed their stormwater work and road patching and maintenance for the fall. He stated follow-up maintenance on MS4 inspections have been completed. There are approximately 12 sites that maintenance responsibility needs to be reviewed. The final plans for these properties will need to be pulled to find out who is responsible for the stormwater maintenance whether it is the property owner or the Township.

Saylor stated the Township will be developing a five year plan to be compliant with reflectivity standards. A management plan had to be developed and in place by this year which has been completed. Saylor stated the Township chose the life expectancy of the sign option over buying a reflectometer which was more economical. Zimmerman inquired as to how many signs the Township has. Saylor gave an estimate of 3,000 with approximately 500 being stop signs alone.

POLICE DEPARTMENT REPORT: See report provided.

ZONING OFFICER'S REPORT: Zorbaugh stated the Zoning Hearing Board did not have a meeting in October, they did meet in November, and there will be no meeting in December. Permits are up due to Traditions of America completing a lot of footers, foundations, and underslabs.

CONSIDER REQUEST BY HOMETOWNE TERRACE FOR PARTIAL RELEASE OF LETTER OF CREDIT: On a motion by Chivinski, seconded by Kramer, the Board unanimously approved the request by Hometowne Terrace for partial release of Letter of Credit.

CONSIDER REQUEST BY FRANK DEIBLER FOR PARTIAL RELEASE OF LETTER OF CREDIT: On a motion by Chivinski, seconded by Kramer, the Board unanimously approved the request by Frank Deibler for partial release of Letter of Credit.

DISCUSSION APPOINTING DUANE OBER EMERGENCY MANAGEMENT COORDINATOR: Zimmerman stated in the past this position was shared by Warwick Township and Lititz Borough. There has been discussion with Manheim Township to share resources. Zimmerman stated this is a hard area to keep updated due to it not being needed on a regular basis. On a motion by Kramer, seconded by Chivinski, the Board unanimously approved appointing Duane Ober as Emergency Management Coordinator.

A Board Member inquired if Elizabeth Township had a coordinator. Zimmerman stated they did and they are pleased with his work.

Kramer inquired if at some point the Township could also coordinate with the Regional Police. Zimmerman stated this is a possibility and could be considered in the future.

CONSIDER RESOLUTION 11-19-14-01 AUTHORIZING ACQUISITION OF TRANSFERRABLE DEVELOPMENT RIGHTS ATTRIBUTABLE TO THE EMORY AND EVA JANE MARTIN FARM: On a motion by Kramer, seconded by Chivinski, the Board unanimously approved Resolution 11-19-14-01 authorizing acquisition of Transferrable Development Rights attributable to the Emory and Eva Jane Martin Farm.

CONSIDER THE 2015 MEETING SCHEDULE: Zimmerman stated the meeting schedule is not formally adopted until December however he wanted to give the Board a chance to review the dates to check for any scheduling conflicts.

CONSIDER THE DRAFT OF THE 2015 FISCAL BUDGET: Zimmerman went over the highlights of the 2015 general fund budget. There are no requests for an increase in real estate millage. Revenues that come in to the Township would be approximately just over four million. A lot of the budget is dependent on the earned income tax. Real estate taxes comprise 8% and reality transfer and local services tax comprise about 15%. State allocations have gone down from 9% of the budget to 5%. Refunds comprise 2% of the budget. Zimmerman stated the Township has started a Wellness Program which has helped maintain health costs.

Zimmerman stated expenditures will come in at a little over four million. \$700,000.000 of this is allotted for maintenance and repair of roads and bridges.

The Township will continue to support the Warwick Emergency Services Commission which includes the four fire companies and three ambulances that serve the Warwick School District.

Expansion of the regional trail system was an objective for this year but will now be finished in 2015.

The Street light assessment rates will remain unchanged.

A capital replacement fund was started two years ago for the stormwater system which is valued at approximately two million dollars for the entire pipe system.

Zimmerman stated the Township's partnership with the Northern Lancaster County Regional Police Department along with Penn Township and Clay Township is a large factor in stabilizing public safety costs.

Contributions have been increased to the library, fire companies, and EMS services.

Three new pieces of equipment are proposed for the Public Works Department which includes a 550 size truck and trade-ins on the pay loader and backhoe. Zimmerman stated trade-ins avoid a lot of maintenance costs, allow for reliable equipment, and has a low payout.

Exterior wall repair on the Township building will be completed.

Computer network program upgrades for finance and record retention will be done.

The Rothsville Lions Park will have work done on the basketball court, the hockey court, and the tennis court.

Zimmerman stated the Township does not have any debt and has been debt free for 14 years.

Regarding objectives for 2015, Public Works will continue work on the North 501 final design for the center turn lane. The Township will work with PennDOT on Meadow Valley Road and Millway to fix the intersections. The Township will be looking at the design of 6th Street and its extension to Clay Road. The completion of the Adaptive Control System for the southern portion of 501 will be completed.

With regards to the Joint Strategic Plan, the Township will continue with the objectives of the 2017 impact study and will continue the recommendations of the Warwick Emergency Strategic Plan with the focus on expansion and recruitment of new volunteers and retention of existing volunteers. The function of the Warwick Regional Rec Commission will be continued. The Township will be looking at the demographics of the housing market to see if the needs of the community are being met.

The trail system at Highlands Park and Heart of Lancaster Hospital will be expanded to include the Traditions of America development.

The Township will continue the transition with the Northern Lancaster County Regional Police Department. Contract negotiations next year will occur next year.

Efforts will continue to expand the Township's website to continue to provide information to the public.

In regards to the MS4 program, the Township is continuing to get the stormwater mapping completed. Zimmerman stated there is a need for more education to the public regarding stormwater maintenance as many are not being maintained by the homeowner.

A Board Member stated in the past there was a discussion regarding the possibility of creating an authority to regulate the stormwater management area. He would like to know if this has ever come to fruition. Zimmerman stated the Township has been able to allocate existing resources due to savings generated. The Township has the Capital Replacement Fund for this purpose. This could be an option for the future.

On a motion by Chivinski, seconded by Kramer, the Board unanimously approved the 2015 draft to be publicly advertised.

CONSIDER REQUEST BY ROTHSVILLE FIRE COMPANY FOR ANNUAL BOOT DRIVE: On a motion by Chivinski, seconded by Kramer, the Board unanimously approved the request by Rothsville Fire Company to hold their annual boot drive.

ADJOURNMENT: With no other business to come before the Board, the meeting was adjourned at 7:50 P.M.

Respectfully submitted,

Daniel L. Zimmerman,
Township Manager