

WARWICK TOWNSHIP BOARD OF SUPERVISORS MINUTES
December 18, 2013

Chairman W. Logan Myers convened the December 18, 2013 meeting of the Board of Supervisors at 7:00 p.m. Present were Supervisors W. Logan Myers, Herbert Flosdorf, Anthony Chivinski, C. David Kramer, and Michael Vigunas was absent. In attendance were Township Manager Daniel Zimmerman, Code and Zoning Officer Thomas Zorbaugh, Roadmaster Dean Saylor, WESC Director Larry Schultz, Mark Johnson, and Randy Hess.

APPROVAL OF MINUTES: On a motion by Chivinski, seconded by Flosdorf, the Board unanimously approved the minutes of the November 6, and November 20, 2013 meetings as submitted.

TREASURER'S REPORT: The Board reviewed the Treasurer's Report. On a motion by Flosdorf, seconded by Kramer, the Board voted unanimously to approve the Treasurer's Report as submitted.

PAYMENT OF BILLS: The Board reviewed the list of bills submitted for payment. On a motion by Flosdorf, seconded by Chivinski, the Board voted unanimously to approve the payment of bills in the amount of \$246,208.43 from the General Fund.

TOWNSHIP MANAGER'S REPORT: The Township Manager provided an update on the Northern Lancaster County Regional Police Department. He explained that a pension meeting was held, and the plan is doing well.

The Township Manager provided an update on the Stormwater Management Ordinance. He explained that a draft Ordinance will be provided to the Board in January for review before the adoption process.

The Township Manager provided an update on the Township's website. He explained that the new website is intended to go live on January 1, 2014.

The Township Manager provided an update on the MS4 program. He explained that mapping for the program is underway.

The Township Manager provided an update on the IBEW union contract. He explained that if the Board is agreeable to the contract, the Board could authorize the Chairman to sign the document.

The Board unanimously approved the Township Manager's Report.

TAX COLLECTOR'S REPORT: The Board reviewed the November, 2013 Tax Collector's report. On a motion by Kramer, seconded by Chivinski, the Board unanimously approved the Tax Collector's November, 2013 report.

PUBLIC WORKS DEPARTMENT REPORT: The Roadmaster presented a report outlining the activities of the Public Works Department during November, 2013. The Board unanimously approved the Public Works Department Report.

POLICE DEPARTMENT REPORT: The Police Chief presented a report outlining the activities of the NLCRPD during November, 2014. The Board unanimously approved the Police Department Report.

ZONING OFFICER'S REPORT: The Code and Zoning Officer presented a report that outlines the Zoning/Building permits issued in November, 2013. He also outlined the case heard at the November 13, 2013 Zoning Hearing Board meeting. The Board unanimously approved the Code and Zoning Officer's Report.

WARWICK EMERGENCY SERVICES COMMISSION REPORT: The WESC Director presented a report outlining the activities of the Warwick Emergency Services Commission during the past two months. He stated that the fire fighters and police officers in the area are dedicated to serving the community. He also commended the local fire chiefs and EMAs.

COMMUNICATIONS: The Board received a copy of the October/November 2013 edition of the PSATS News Bulletin publication.

The Board received a copy of a report from the Lancaster County District Attorney's office that outlines the activities of the Drug Task Force during the 3rd quarter of 2013.

CONSIDER THE ROCK LITITZ FINAL LOT ADD-ON AND LAND DEVELOPMENT PLAN, PREPARED BY DERCK & EDSON, DATED 10-2-2013: Andrea Shirk, representing Rock Lititz, explained that the only outstanding agreements are for the water and sewer easements for Specialty Bakers and Oehme Trucking. She noted that the agreements are in the process of being reviewed. She explained that the land swap agreements have been signed and added that the plans are unchanged from the Board's previous review. She stated that they will submit a zoning application for the floodplain crossing for a February hearing. On a motion by Flosdorf, seconded by Chivinski, the Board voted unanimously to approve the Rock Lititz Final Lot Add-on and Land Development Plan, contingent upon execution of the Dedication certificate, upon recording the Stormwater Management Agreement and the Land Development Agreement, upon the applicant submitting a Letter-of-Credit and Escrow account, upon receipt of an approval letter from the Conservation District, upon recording of revised deed, upon the purchase of TDRs for the project, and upon the Applicant scheduling a pre-construction meeting with Township staff.

DISCUSSION ON THE HESS APARTMENTS SKETCH PLAN, PREPARED BY RGS ASSOCIATES, DATED 9-5-2013: Mark Johnson, representing RGS Associates, explained that the approximate 3.016 acre tract is part of Lot 138 of the Quail Ridge Plan. He noted that the tract is located along East Newport Road. The plan proposes 28 apartments composed of 12 one-bedroom homes and 16 two-bedroom homes. He noted that the Board previously reviewed the plan and authorized certain provisions of the plan to be designed in accordance with existing Quail Ridge development.

The Applicant is requesting a Waiver of Section 285-7.C pertaining to Preliminary Plan submittal. The Applicant is requesting to submit the pending plans as a single preliminary/final plan. The Planning Commission recommended approval of the Waiver.

The Applicant is requesting a Waiver of Section 285-27.I pertaining to horizontal alignment. The Applicant is requesting the Waiver primarily for the access along East Newport Road. The Planning Commission recommended approval of the Waiver.

The Applicant is requesting a Waivers of Section 285-27.J(3)(b), Section 285-28.B(2)(b), and Section 285-28.C(1) pertaining to curb and sidewalks. The Applicant is requesting a Waiver of the requirement for curb and sidewalk along Newport Road. The Township Engineer recommends the Waiver be deferred until the Township evaluates whether any roadway improvements would be required at this time along the frontage of the site, whether any right-of-way would be required, and upon evaluating if the radii on both sides of the access drive shall be improved. The Township Manager stated that the Township has not deferred curb and sidewalk installation for other R-2 zoned projects, and would need to further evaluate the request. The Planning Commission deferred action on the Waiver to provide additional time for further evaluation.

The Applicant is requesting a Waiver of Section 285-27.P.(3) pertaining to building setbacks from access drives. The Applicant is requesting a Waiver of the 30' building setback from an access drive, and reduce it to a 16' setback. The Planning Commission recommended approval of the Waiver.

On a motion by Flosdorf, seconded by Vigunas, the Board voted unanimously to grant Waivers of Section 285-7.C, Section 285-27.I, and Section 285-27.P.(3), contingent upon the Township Engineer's comments being addressed. The Board deferred action on the Waivers of Section 285-27.J(3)(b), Section 285-28.B(2)(b), and Section 285-28.C(1). The Board provided a favorable review to the Sketch Plan.

CONSIDER THE REQUEST TO REDUCE THE LETTER OF CREDIT FOR AFFORDABLE PAVING: The Board reviewed the request. The Township Engineer commented that based on their most recent observation of construction progress at the site compared with the established Letter-of-Credit, they recommend the Township release \$87,895.72 from the original Letter-of-Credit account. The retainage represents their opinion of the cost to complete the remaining outstanding items. On a motion by Chivinski, seconded by Kramer, the Board voted unanimously to release \$87,895.72 from the Letter-of-Credit for Affordable Paving.

CONSIDER THE REQUEST FOR EXTENSION OF TIME TO RECORD THE WILLIER TRACT PLAN: The Board reviewed the request. On a motion by Flosdorf, seconded by Chivinski, the Board voted unanimously to grant an extension of time to record the Willier Tract plan.

CONSIDER ADOPTION OF THE 2014 FISCAL BUDGET: The Township Manager outlined the budget for the benefit of those present. He explained that the proposed budget does not include a tax increase. He added that over \$600,000.00 is earmarked for maintenance to roads and bridges. The budget also includes continued support of the fire and ambulance service providers, the extension of the regional rails-to-trails, as well as the creation of a stormwater management fund and continued participation with the Northern Lancaster County Regional Police Department. On a motion by Vigunas, seconded by Chivinski, the Board voted unanimously to adopt the 2014 Fiscal Budget as drafted.

CONSIDER RESOLUTION #12-18-13-01 TO ESTABLISH THE 2014 REAL ESTATE TAX: The Board reviewed the Resolution. The Township Manager explained that the Township has not increased taxes since 1990. On a motion by Vigunas, seconded by Kramer, the Board voted unanimously to adopt Resolution #12-18-13-01 as drafted.

CONSIDER THE 2013 MS4 ANNUAL REPORT: The Township Manager provided a copy of the 2013 MS4 Annual Report for the Board's review. He explained that the Lititz Run Watershed Alliance continues to assist in meeting the goals of the MS4 program. He explained that volunteers met with property owners along the Lititz Run stream and provided them with an informative booklet that was paid for by Donegal Trout Unlimited.

He outlined the Township's MS4 program. He explained that the Township Engineer provides inspection services during construction projects. He added that the Township's intern, Billy Clauser, will be performing comprehensive stream monitoring in the Spring.

APPOINTMENT OF LARRY SCHULTZ AS EMERGENCY MANAGEMENT COORDINATOR FOR LITITZ/WARWICK: The Township Manager explained that Lititz Borough has appointed Larry Schultz as Emergency Management Coordinator. He noted that Bob Lamb resigned as the Lititz/Warwick Emergency Management Coordinator at the end of October. On a motion by Vigunas, seconded by Chivinski, the Board voted unanimously to appoint Larry Schultz as Emergency Management Coordinator for Lititz/Warwick. The Board expressed their sincere appreciation for the services of Bob Lamb.

ADJOURNMENT: With no further business to come before the Board, the meeting was adjourned at 7:56 p.m.

Respectfully submitted,

Daniel. L. Zimmerman
Township Manager