

# **WARWICK TOWNSHIP BOARD OF SUPERVISORS MINUTES**

**August 21, 2013**

Chairman W. Logan Myers convened the August 21, 2013 meeting of the Board of Supervisors at 7:00 p.m. Present were Supervisors W. Logan Myers, Michael Vignas, Herbert Flosdorf, and Anthony Chivinski. C. David Kramer was absent. In attendance were Township Manager Daniel Zimmerman, Code and Zoning Officer Thomas Zorbaugh, Roadmaster Dean Saylor, and Police Chief David Steffen. Gary P. Klinger of the Lititz Record Express represented the press.

**APPROVAL OF MINUTES:** On a motion by Chivinski, seconded by Flosdorf, the Board unanimously approved the minutes of the July 17, 2013 meeting as submitted.

**TREASURER'S REPORT:** The Board reviewed the Treasurer's Report. On a motion by Vignas, seconded by Chivinski, 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 \$311,245.56 from the General Fund.

**TOWNSHIP MANAGER'S REPORT:** The Township Manager provided a status report on the Northern Lancaster County Regional Police Department. He explained that the Commission, at their last meeting of 8/8/2013, approved submitting a proposal to the three interested municipalities. The intermunicipal agreement would have to be revised. The Commission required a number of conditions from the three municipalities.

The Township Manager provided a status report on the Warwick Emergency Services Alliance. He explained that the commission board has conducted their first set of interviews for the Director position, and have short listed to three candidates. Second interviews are scheduled for 8/26/2013. The Board has on its agenda the amendment to the intermunicipal agreement to create the Warwick Emergency Services Commission.

The Township Manager provided a status report on the Storm Water Ordinance. He explained that the latest word from the LCPC is that the 1,000 sq. ft. exemption will be allowed. The subcommittee met this morning to review some items for the draft of the ordinance. The schedule to take action on a revised Ordinance is anticipated for November or December.

The Township Manager provided a status report on several road projects. He explained that the Public Works Department is undertaking a number of street projects prior to the opening of school.

The Township Manager provided a status report on the Police Pension audit. He explained that the final audit of the Warwick Township Police Pension will be undertaken by the Auditor General's office.

The Township Manager provided a status report on the amendment to the EIT ordinance. He explained that he anticipates that the Board will take action to amend the Earned Income Tax ordinance to provide for coverage of non resident collection in September or October. He noted

that it is projected to increase revenue by \$15-20,000.

The Township Manager provided a status report on the Joint Strategic Plan. He explained that the infrastructure committee met on 8/15/2013.

The Township Manager stated that the proposal for a County Veteran's Park located on the Lititz Public Library site is proceeding. He explained that Supervisor Kramer is working on the proposal and will provide additional details at a future meeting.

The Board unanimously approved the Township Manager's Report.

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

**PUBLIC WORKS DEPARTMENT REPORT:** The Roadmaster presented a report that outlines the activities of the Public Works Department during July, 2013. He explained that the department has been working on Owl Hill Road and on the culvert on Brunnerville Road. The Board unanimously approved the Public Works Department Report.

**ZONING OFFICER'S REPORT:** The Code and Zoning Officer presented a report that outlines the Zoning/Building permits issued in July, 2013. He also outlined the case heard at the July 12, 2013 Zoning Hearing Board meeting. The Board unanimously approved the Code and Zoning Officer's Report.

**COMMUNICATIONS:** The Board received a copy of the July, 2013 PSATS News Bulletin publication

The Board received a copy of a letter from the Warwick School District Superintendent to the Lititz Borough Manager regarding the traffic signal at Campus Drive. At one time the signal was proposed to be relocated to Sixth Street; however, the traffic projections do not warrant a relocation at this time.

The Board received a copy of a letter from Senator Brubaker congratulating the Township on its recognition by the Friends of Pennsylvania with a Community Transportation Excellence Award.

**CONSIDER REDUCTION OF LETTER OF CREDIT FOR THE LEON AND ANNA OBERHOLTZER PROJECT:** 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 Letter-of-Credit amount, they recommend the Township release \$18,804.75 from the Letter-of-Credit. The retainage represents their estimate of the cost to complete the remaining site improvements. On a motion by Chivinski, seconded by Flisdorf, the Board voted unanimously to release \$18,804.75 from the Letter-of-Credit for Leon and Anna Oberholtzer.

**AUTHORIZE THE SALE OF A 1995 FORD DUMP TRUCK:** The Township Manager explained that the recently purchased Peterbuilt truck replaces the 1995 Ford Dump Truck. He explained that the estimated value of the truck is between \$12,000.00 and \$14,000.00. On a motion by Chivinski,

seconded by Flosdorf, the Board voted unanimously to authorize the sale of the 1995 Ford Dump Truck.

**CONSIDER ORDINANCE #260 AUTHORIZING AN AMENDMENT TO THE WESA AGREEMENT CREATING THE WARWICK EMERGENCY SERVICES COMMISSION:** The Township Manager explained that the Ordinance would authorize the transition from the Warwick Emergency Services Alliance (WESA) to the Warwick Emergency Services Commission (WESC). On a motion by Chivinski, seconded by Vigunas, the Board voted unanimously to adopt Ordinance #260 as written.

**CONSIDER REQUEST FROM HANDS ON HOUSE FOR ½ MARATHON RACE ON SEPTEMBER 28, 2013:** The Board reviewed the request. On a motion by Vigunas, seconded by Flosdorf, the Board voted unanimously to authorize the Hands on House half-marathon on September 28, 2013 contingent upon traffic controlled being provided by the event organizers.

**DISCUSSION ON REPAIR ON THE ADMINISTRATION BUILDING:** The Code and Zoning Officer explained that several areas on the municipal building require the Dryvit to be repaired or replaced due to water damage. He provided several options for the work which include spot repairs with all caulk joints replaced, a skim coat repair and repainting of gable ends, or removing all the Dryvit and replacing it with another material. He noted that other options are available; however, he wanted to discuss the issue with the Board. The Chairman stated that he would support removal of all of the Dryvit to verify whether or not damage is occurring at other areas on the building. Chivinski concurred and added that the work should be done to ensure the problem is corrected. The Board expressed concern that the costs do not include dormers. The Code and Zoning Officer explained that the dormers would involve roofers due to the flashing around the dormers. The Chairman suggested that the Township obtain quotes for the dormers as well. The Board briefly discussed the project and the Board is agreeable to include cost options for different exterior options including clapboard. The Board members agree that the Dryvit should be removed in its entirety to ensure no additional problems arise on other areas of the building. The Township Manager noted that the building is 24-years-old.

**CONSIDER REQUEST FOR PRO-AM RACING EVENT ON SEPTEMBER 28, 2013:** The Board members agreed that a previous request for a half-marathon is scheduled for the same day and advised that Pro-Am Racing should be advised to use another date for their event.

**ADJOURNMENT:** With no further business to come before the Board, the meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Daniel. L. Zimmerman  
Township Manager