

WARWICK TOWNSHIP BOARD OF SUPERVISORS MINUTES
November 7, 2012

Vice-chairman Michael Vigunas convened the November 7, 2012 meeting of the Board of Supervisors at 7:00 a.m. Present were Supervisors Michael Vigunas, Herbert Flosdorf, and C. David Kramer. W. Logan Myers and Anthony Chivinski were absent. In attendance were Township Manager Daniel Zimmerman, Township Engineer Grant Hummer, Richard Jackson and Dan Cicala.

COMMUNICATIONS: The Board received a letter from the Humane League describing policy changes indicating that they will no longer provide animal control services to municipalities, and that they will convert to a "no-kill" shelter effective February 1, 2013.

The Board received a letter from the Lititz Fire Company Secretary expressing appreciation to the Township for its annual contribution.

CONSIDER RELEASE OF LETTER OF CREDIT FOR THE TARGET PROJECT AND ACCEPTANCE OF AS-BUILTS: The Board reviewed the information. The Township Engineer commented that the as-built plans appear to meet the intent of the requirements of the "As-Constructed Plans"; therefore, they recommend the Township accept the As-Built Record Plans. They also commented that based on their observations at the site, the previously outstanding items have been addressed and/or completed; therefore, they recommend the Township release the remaining \$29,700 Letter-of-Credit. They noted that the only outstanding item is the close-out of the Joint Permit for the project. The improvements associated with the Joint Permit have been completed and if there are any corrective actions needed to close-out the Permit, the authority to ensure completion will be in accordance with the actual permit. On a motion by Kramer, seconded by Flosdorf, the Board voted unanimously to accept the Target As-Built Record Plans, and to release the remaining \$29,700 Letter-of-Credit for the Target project.

CONSIDER REQUEST FOR PARTIAL RELEASE OF LETTER OF CREDIT FOR THE SECHAN ELECTRONICS PROJECT: The Board reviewed the request. The Township Engineer commented that based on their most recent observation of construction and the follow-up verification of the site, they recommend the Township release the \$47,588.20 Letter-of-Credit in its entirety. On a motion by Flosdorf, seconded by Kramer, the Board voted unanimously to release the \$47,588.20 Letter-of-Credit for the Sechan Electronics project in its entirety.

CONSIDER THE LITITZ LAND TRUST PROJECT FINAL PLAN, PHASE I, PREPARED BY ELA GROUP, DATED 8/3/2012: Rick Jackson, representing ELA Group, explained that the plans for the project were submitted in August, 2012 and have been reviewed by the (alternate) Township Engineer, ARRO Consulting. He outlined their comment letter dated August 15, 2012. He noted that the NPDES permit has been issued and the HOP has been approved. On a motion by Flosdorf, seconded by Kramer, the Board voted unanimously to approve the Lititz Land Trust Final Plan contingent upon execution of the dedication certificate, upon providing a Letter-of-Credit to the Township, upon the Escrow being submitted to the Township, upon recording of the Stormwater Management Agreement, upon recording of the Land Development Agreement, upon providing associated documents and Letter-of-Credit to WTMA, upon the applicant scheduling a pre-construction meeting with Township staff, upon recording of the cross-easement agreements, and upon receipt of the Conservation District approval letter.

DISCUSSION ON THE 2013 FISCAL BUDGET: The Township Manager explained that the budget will be formally reviewed at the Board's November 21, 2012 meeting. He stated that the projections for the end of 2012 will be better than anticipated. He noted that the mild winter saved the Township between \$45,000-\$50,00 of fuel, maintenance and materials costs. He added that the Earned Income Tax (EIT) was also better than anticipated. He stated that the Township will have a balanced budget for 2013. He noted that the EIT is 60% of the Township's budget revenue. He explained that cable franchise fees have fallen due to new technology. The Board discussed expenses related to emergency services including Workers Compensation and hiring of a full-time WESA Administrator.

EXECUTION SESSION: The Chairman announced that the Board will recess to an Executive Session to discuss personnel issues.

ADJOURNMENT: Upon reconvening the meeting, and with no further business to come before the Board, the meeting was adjourned at 8:28 a.m.

Respectfully submitted,

Daniel L. Zimmerman
Township Manager