

Coordinating Committee Meeting Minutes				
Date: 7/21/2016	Time: 7AM	Location: Warwick Township Municipal Office		
Meeting called by	Dan Zimmerman			
Type of meeting	Quarterly Meeting			
Note taker	Billy Clauser			
Attendees	Logan Myers (Warwick Township Board), Dan Zimmerman (Warwick Township), Billy Clauser (Warwick Township), Maria Tivoli (WRRRC), Duane Ober (WESC), April Hershey (Warwick School District), Karen Weibel (Lititz Borough Council), Gwen Newell (LCPC), Brian Donmoyer (Warwick Township Resident), Frank Kenavan (Warwick EMS), Kelly Withum (Venture Lititz), Elijah Yearick (Lititz Borough), Rodney May (Elizabeth Township Board), Gaylord Poling (Tiger’s Eye), Susan Tennant (Lititz Public Library), and Grant Hummer (ELA Group)			
Welcome				
<u>Items for discussion</u>				
1. Minutes from April 21, 2016 meeting				
2. Discussion on preparation for update to IMPACT 2017				
3. Subcommittee updates A. Housing & Economic Development B. Built & Natural Infrastructure				
4. WRRC/Lititz RecCenter A. Rails-to-Trails Phase III B. Lititz Springs Pool feasibility study				
5. WESC – ambulance study for 2016				
6. Venture Lititz update				
7. Lititz Regional Community Development Corporation (LRCDC) A. Website development B. Logo				
8. IMPACT 2017 – projects update				
9. PR outreach/story				
Strategy Development				
<u>Items</u>				
1. The minutes from the April 21, 2016 Coordinating Committee meeting were distributed to the committee.				
2. Zimmerman inquired if this committee has any suggestions for consultants to add to the group for the next strategic plan update. He would suggest that the committee consider adding a historic consultant, who would be able to prioritize the historic sites in the region. Weibel stated that each municipality should be documenting any demolition of historic structures. The committee agreed that more pictures and graphs should be included in the next Community Report. A survey to the community could be done online through the Survey Monkey website. The plan update could also be made available online and include links to various sources of information. A suggestion was made to consider adding a graphic design consultant to the list of consultants. Yearick suggested that the strategic plan update should analyze the Wi/Fi capacity and capabilities in the region. Donmoyer suggested that another area of focus should be to continue to enhance the walkability of the community. Myers suggested that the committee may want to consider having a consultant (who isn’t familiar with our plan and organizations) conduct a review of the previous strategic plans and make recommendations for the next strategic plan.				

<p>3. Zimmerman reported that RGS Associates is continuing to design the improvements for the Woodcrest Avenue and 6th Street intersection. ELA Group is continuing to design the improvements for the Rothsville Road and 6th Street intersection. Warwick Township and Lititz Borough will apply for a grant through PennDOT for the intersection improvements in December 2016. Warwick Township and Lititz Borough will also apply for a grant for the roadway connections through the Commonwealth Financing Authority (CFA) in the Spring of 2017. Zimmerman reported that the Rt. 772 bridge replacement is scheduled from June through August of 2017.</p>
<p>4. Zimmerman reported that the rails-to-trails section from Newport Road to Picnic Woods Road (Phase III) will start the grading and paving in September and will be completed in October. Zimmerman stated that Warwick Township and Ephrata Township will determine which grant to pursue this Fall, for the final section of the rails-to-trails, which includes the bridge. The Township will research if precast concrete is the best material option for the surface of the bridge. Zimmerman reported that a regional rails-to-trails committee will meet again in July. The committee will be discussing the coordination of trail events. Warwick Township will work with the Eagle Scouts to have a beautification project on one section of the trail each year. Tivoli reported that next week she has a meeting with Wade Associates. She will find out their timeline to finish the pool feasibility study. Tivoli reported that the overall attendance numbers have grown for the Summer Playground Program. Mummau Park in Manheim Borough was added to the program this year.</p>
<p>5. Ober reported that the ambulance study has completed Phase I. There was a meeting held in June with a group including: the Warwick Ambulance, Rothsville Ambulance, Northwest EMS, Heart of Lancaster Hospital, local retirement communities, and the three municipalities. The group discussed ways to work together save on expenses. The group also discussed their transports, particularly in the retirement communities, and if they might be able to work together. Ober is waiting to receive statistics from these organizations, in order to proceed.</p>
<p>6. Withum reported that the Rt. 501 paving project and Cargill sale has hindered the daytime foot traffic in the downtown. Some people think that the Wilbur store has closed. The retail team has started a designation marketing campaign. Venture Lititz is continuing to work with the Lititz Area Business Alliance (LABA) and Lititz Cares organizations. Cargill has been moving equipment out of their building for the last two months.</p>
<p>7. Clauser reported that the Lititz Regional Community Development Corporation (LRCDC) has hired Bill Dussinger to create their logo. He has created a few rough drafts of the logo, which the LRCDC will decide on in September. Dussinger will also assist with the website development.</p>
<p>8. The IMPACT 2017 quarterly progress report was presented to the committee. Zimmerman reported on some of the highlights in this past quarter.</p>
<p>9. Zimmerman reported that the PR outreach this quarter will cover the upcoming Farmers Meeting to discuss the BMP Assessment partnership between Warwick Township and the Lancaster Farmland Trust.</p>
<p>Performance Summary</p>
<p><u>Items to be completed prior to next meeting</u></p>
<p>None</p>
<p>Additional Business</p>
<p><u>Items</u></p>
<p>1. Withum inquired if there is any update on the topic of short-term house rentals (i.e. Airbnb website). This topic has been discussed at previous meetings. Zimmerman stated he recommends that the three municipalities continue to monitor it at this time. He also added that ownership is not a zoning issue.</p>
<p>2. Tennant reported that the Lititz Public Library has started to look for a part-time Maintenance Coordinator.</p>

3. Weibel reported that Lititz Borough was awarded a grant of \$180,000 for streambank restoration work between Listrak (Oak Street) and Versatak. The work will begin in 2017.

4. Hershey reported that the Warwick School District enrollment is trending down with approximately 500 fewer students than 6 years ago. The school district plans to conduct a feasibility study to look at the enrollment data. In 2023, three Warwick School District buildings are eligible for the PDE PlanCON reimbursable renovation/construction project status as they will reach the 20 year mark since the last renovations were completed; however, the PlanCON reimbursement process is not something that can be relied upon at present.

Reporting and Meeting Considerations

Items

1. Next meeting will be on October 20, 2016 at 7AM at the Warwick Township Municipal Office.