

WARWICK TOWNSHIP

315 Clay Road
P.O. Box 308
Lititz, PA 17543-0308
(Lancaster County)

WARWICK TOWNSHIP BOARD OF SUPERVISORS

OCTOBER 20, 2021

7:00 p.m.

WARWICK TOWNSHIP MUNICIPAL BUILDING

Chairman Kenneth Eshleman convened the October 20, 2021 meeting of the Warwick Township Board of Supervisors at 7:00 p.m. In attendance were Supervisors Kenneth Eshleman, Kelly Gutshall, Jeff Tennis, Logan Myers, and Herb Flosdorf. Also in attendance were Brian Harris, Township Manager; Pat Barrett, Assistant Township Manager; Tom Zorbaugh, Zoning and Code Enforcement Officer; Jason Minnich, Public Works Superintendent; Dan Zimmerman; Chuck Haley from ELA; Laura Knowles, Lititz Record Express; Bill Gretton, 592 Allegiance Drive; Rick Rittler, 631 Allegiance Drive; Pam Shellenberger, Great Places of PA Program; Michael Keeney, 1414 Brunnerville Road; and Porter Stevens, Lancaster County Planning Commission.

PRESENTATION: Pamela Shellenberger from Great Places in PA gave an overview of the program and presented the Great Greenways/Trails Certificate to the Warwick/Ephrata Rail Trail. Some features that garnered recognition were the intergovernmental cooperation among 5 municipalities for planning and development of the trail, stamina to overcome obstacles and see the project through to completion, and the continued coordination of maintenance of the trail. The trail is also recognized for the amount of public engagement that has occurred over time and its partnership with the County Planning Commission and also the support it received from the Pennsylvania Department of Conservation and Natural Resources. The certificate is presented on behalf of the Pennsylvania Chapter of the American Planning Association.

PUBLIC HEARING ON AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, CHAPTER 277, STREETS AND SIDEWALKS, TO ADD A NEW ARTICLE VI, SMALL WIRELESS FACILITIES DEPLOYMENT - B. Harris stated that the proposed ordinance covers small cell wireless facilities within the right-of-way of Warwick Township. ACT 50 is what the ordinance is based on. It includes a maximum height of 50 feet, and cubic feet restrictions on the small cells. The ordinance has been properly advertised. In areas where they are mounted over a cart way, they need to be 18 feet above the cart way and not less than 10 feet if they are located over a sidewalk. The fees are based on if they are located on an existing pole in the right-of-way. If they are proposing a new pole install, they have to provide a summary of why they cannot use an existing facility. The fees will be updated in the Township's fee schedule for 2022 to reflect the said fees in the ordinance. The Board discussed ACT 50, along with right-of-ways, the placement of the facilities, the potential need to move/replace a pole, fees, etc. On a motion by L. Myers and seconded by J. Tennis, the Board unanimously approved the adoption of Ordinance 297 with the potential for amendments.

TEN MINUTE GUEST RECOGNITION/PUBLIC COMMENT: Rick Rittler, Vice President of the Executive Board of the HOA and Bill Gretton, President of the HOA for Traditions of America are present to discuss the progress on the project. The HOA has reached out to Mr. Dan Petino of TOA, with no responses from him. Mr. Rittler wanted to assure the Board that the HOA has not initiated a lawsuit against TOA and there is no intention to do so. They discussed the most recent schedule sent from Dan Petino. There were some tree saplings planted in the Riparian buffer and three street lights were installed. There has been some punch list work that had to do with handicap items done in Phases 1-4. In Phase 5 the streets and concrete work have not been done along with the tree planting. The



HOA is unaware of the status of those projects. With the June 2022 finish date looming, Mr. Rittler shared his concerns with the project being completed on time. The overall time frame and work to be done was discussed.

B. Harris stated that he met with Mr. Petino, but was unable to get a firm construction schedule. There is a meeting scheduled with ELA to review the work being proposed for the trails. B.R. Kreider has been in contact with the Township about the timing of work on the trails. D. Zimmerman has been in contact with the landscaper in regards to obtaining and planting trees. H. Flosdorf asked about the basins. There was a discussion of remediation work which needs to be done on the basins, along with maintenance of those basins. Code violations were also discussed and it was stated that the Township was waiting to hear from legal counsel.

CONSIDER REQUEST FOR TIME EXTENSION FOR THE ORCHARD ROAD PROJECT – On a motion by H. Flosdorf and seconded by L. Myers, the Board unanimously approved the time extension as requested.

CONSIDER REQUEST FOR REDUCTION OF LETTER OF CREDIT FOR LITITZ RESERVE, PHASE 8 – On a motion by L. Myers and seconded by H. Flosdorf, the Board unanimously approved the request for reduction of letter of credit for Lititz Reserve, Phase 8 according to the October 13, 2021 letter from ELA.

CONSIDER REQUEST FOR REDUCTION OF LETTER OF CREDIT FOR WARWICK CROSSING, PHASE 1 – On a motion by L. Myers and seconded by K. Gutshall, the Board unanimously approved the request for reduction of letter of credit for Warwick Crossing, Phase 1 in accordance with the October 13, 2021 letter from ELA.

CONSIDER RESOLUTION 10-20-21-01 TO ACCEPT SIEGRIST FARM ROAD DEDICATION TO THE TOWNSHIP – On a motion by L. Myers and seconded by H. Flosdorf, the Board unanimously approved the adoption of Resolution 10-20-21-01 as it pertains to Siegrist Farm Road.

CONSIDER RESOLUTION 10-20-21-02 TO AUTHORIZE SIGNATORIES (DIRECT DEPOSIT)

CONSIDER RESOLUTION 10-20-21-03 TO AUTHORIZE SIGNATORIES (DEPOSITORY) – On a motion by J. Tennis and seconded by K. Gutshall, the Board Unanimously approved Resolution 10-20-21-02 to Authorize Signatories (Direct Deposit) and Resolution 10-20-21-03 to Authorize Signatories (Depository).

CONSIDER RESOLUTION 10-20-21-04 TO ACCEPT A PORTION OF KISSEL HILL ROAD RIGHT OF WAY - On a motion by K. Gutshall and seconded by L. Myers, the Board unanimously approved Resolution 10-20-21-04.

CONSIDER REQUEST BY LITITZ BIKEWORKS FOR CRANKSGIVING BIKE RIDE ON 10/23/2021 – On a motion by K. Gutshall and seconded by L. Myers, the Board unanimously approved the request by Lititz Bike Works for the Cranksgiving bike ride on 10/23/2021. L. Myers suggested that the Special Events Application have a space for number of riders.

PSATS NEWS BULLETIN AND ARP REPORTING UPDATE– B. Harris stated that the deadline has been extended to April 30, 2022 for filing the Project and Expenditure report.

APPROVAL OF MINUTES – On a motion by J. Tennis and seconded by L. Myers, the Board unanimously approved minutes from the September 1 and September 15, 2021 minutes.

TREASURER'S REPORT – B. Harris mentioned when looking at the budget vs. actual numbers year-to-date last year is substantially different because we didn't make the 4th quarter payment to police, whereas our 4th quarter payments for this year include this. Looking at expenses year-to-date last year was \$4 million and right now we are at about \$4.8 million, with a large portion of that being transfers to capital as well as the police payment. Harris also noted some larger payments that were made. On a motion by J. Tennis and seconded by K. Gutshall, the Board unanimously approved the Treasurer's Report as submitted.

PAYMENT OF BILLS – On a motion by J. Tennis and seconded by L. Myers, the Board unanimously approved the payment of bills as presented.

MANAGER'S REPORT – B. Harris stated that he is trying to get out and meet all the partners and trying to immerse himself in as many meetings as possible.

TAX COLLECTOR'S REPORT – On a motion by L. Myers and seconded by J. Tennis, the Board unanimously approved the Tax Collector's Report as submitted.

PUBLIC WORKS REPORT – J. Minnich reported that for the month of September the department was finishing up work on their major road projects with backfilling and seeding. They also did some storm water improvements. The beginning of October they will be doing more storm water improvements and also preparing for winter.

POLICE DEPARTMENT REPORT – The police department has presented their proposed budget to the Township. The police department did provide a staffing study report. They are looking to promote two officers and add two new full time officers as part of that. Warwick Township's contribution was around \$1.9 million. The estimate based on the current budget projection is to go up to \$2.15 million.

ZONING OFFICER'S REPORT – T. Zorbaugh reported that the Zoning Board heard three cases. Permits are staying about normal for this time of year. We have new developments but not a lot of new house starts. Warwick Crossing is putting in a single and a duplex model. Lititz Reserve Phase 8 has two 4 townhouse units going up and probably 6 townhouse units by the end of the year. Lititz Bend has two builders now, Pine Hill Builders and Garman Builders, and will be doing Phase 2. Zorbaugh also reports that he has been in contact with builders in regards to supplies and demand. The builders have reported that they no longer put a finish date on their contracts. L. Myers questioned the Habitat for Humanity project at Moravian Manor.

WESC/EMC REPORT – B. Harris stated that the Commission met in October and approved the draft budget, with a desire to begin succession planning and coaching for the emergency services companies. He also noted that he and Dan met with Duane to encourage some lunch and learns to attract new volunteers.

NEXT MEETING - The next meeting will be held November 3, 2021 at 7:00 a.m. via Zoom.

B. Harris noted that he will get the Board a draft of the budget the week of November 8th. At the November 17, 2021 meeting there will be a budget meeting at 5:00 p.m. before Board of Supervisors meeting at 7:00 p.m.

ADJOURNMENT: On a motion by L. Myers and seconded by J. Tennis the Board unanimously approved the adjournment of the meeting at 8:34 p.m.

Respectfully submitted,



Brian Harris
Township Manager