

WARWICK TOWNSHIP

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

WARWICK TOWNSHIP BOARD OF SUPERVISORS

November 2, 2022
7:00 a.m.

MEETING HELD BY VIRTUAL FORMAT

Vice-Chairman, Jeff Tennis convened the November 2, 2022 meeting of the Warwick Township Board of Supervisors at 7:05 a.m. In attendance were Supervisors Ken Kauffman, Jeff Tennis, and Kelly Gutshall. Also in attendance were Brian Harris, Township Manager; Pat Barrett, Assistant Township Manager; Chuck Haley, Township Engineer; Laura Knowles, Lititz Record; and James Rodgers, Warwick Township resident.

CONSIDER REQUEST FOR A REDUCTION OF THE LETTER OF CREDIT FOR THE PIERSON ROAD PLAN: B.

Harris stated that this reduction of letter of credit is for the 3 lots on Pierson Road that is part of Randy Hess' subdivision. He had submitted a request to have the letter of credit reduced. ELA had a chance to review it and pursuant to their letter dated October 27, 2022 they are recommending releasing \$60,900.13 and retaining \$28,558.75. On a motion by K. Kauffman and seconded by K. Gutshall, the Board unanimously approved the request for a reduction of the letter of credit for the Pierson Road plan in accordance with ELA's October 27, 2022 letter.

REVIEW OF THE CONDITIONS FOR THE WALTON HILL SANITARY SEWER: B. Harris stated that this item was on the Warwick Township Municipal Authority Board Meeting in October and the motion that is included with the Landmark letter was actually the motion that was made by the authority. As part of that motion condition number nine specifically stated that the developer shall not proceed with the request until it has been approved by the Board of Supervisors of the Township and, if approved, shall comply with all conditions imposed upon such approval by the Board of Supervisors. Harris stated that the original Walton Hill plan had proposed to connect a lateral from the new Walton house to the main which would be a temporary line that would ultimately be abandoned once the main sanitary sewer line got constructed. They approached the authority and asked if they can go ahead and proceed with the sanitary sewer work and not do the temporary line and the authority approved the plan. On a motion by K. Gutshall and seconded by K. Kauffman, the Board unanimously approved authorizing Landmark to proceed as indicated.

CONSIDER RESOLUTION 11-02-22-01 APPROVING THE CHRISTIAN GLICK SEWER PLANNING MODULE: B.

Harris stated that as part of the subdivision and land development process for sanitary sewer the Township has to approve the planning module. Harris mentioned that the Board will see this plan on the November 16, 2022 agenda for the Board of Supervisors meeting. It will be a conditional use very similar to the case for Abner and Arianna King for a second single family dwelling on an agricultural parcel. On a motion by K. Kauffman and seconded by K. Gutshall, the Board unanimously approved Resolution 11-02-22-01 approving the Christian Glick planning module.



CONSIDER RESOLUTION 11-02-22-02 TO MODIFY RECYCLING GUIDELINES TO CLARIFY THAT HAULER COLLECTION IS REQUIRED AT LEAST ONCE MONTHLY:

B. Harris stated that as part of the DEP 902 application process there had to be a pre-application meeting with DEP where DEP reviews ordinances in regards to recycling. They had one recommendation that we add some language into our existing ordinance which is amended by resolution which calls out that regulated municipal waste and designated recyclables will be collected Monday through Friday and we added not less than one time per month. This is an existing resolution that is being amended to comply with DEP's request as it relates to our 902 application that we submitted. K. Kauffman mentioned that occasionally there is Saturday pick up and questioned if that is permitted by the Township. B. Kreider clarified that when there is a holiday pick-up is usually moved to the next day which results in Saturday pick-ups. B. Harris suggested looking into the resolution further and amend it accordingly and place it on the November 16, 2022 agenda. K. Gutshall asked if all of the haulers collect recycling. B. Harris stated he believes so but will look into and report back at the November 16, 2022 meeting. Resolution 11-02-22-02 was tabled.

CONSIDER RESOLUTION 11-02-22-03 AUTHORIZING RACP FUNDING APPLICATION FOR THE ROCK LITITZ EDUCATION CENTER PROJECT:

B. Harris stated that the Township was notified in May 2022 that Rock Lititz was going to be awarded an additional \$5 million dollars through the Redevelopment Capital Assistance Program for improvements to Pod 1A Education Center and as part of the notification of the award the applicant has 6 months to file an application. The applicant in this case is the Township however the application is being completed through GMS Funding Solutions. This resolution would authorize the formal application of the funding for the money for the improvements to be made to Pod 1A which is the education center. On a motion by K. Kauffman and seconded by J. Tennis the Board approved Resolution 11-02-22-03 authorizing RACP Funding application for the Rock Lititz Education Center project in a 2-0 vote. K. Gutshall abstained.

REVIEW THE 2023 MEETING CALENDAR: B. Harris stated that there is no need for action to be taken at this time. He did mention the Municipal Authority meeting in May has been moved to Thursday, May 18th due to the election and in November the Municipal Authority meeting is scheduled for Tuesday, November 21st at 6:00 p.m. with the Planning Commission the same night at 7:00 p.m. rather than having them the Wednesday before Thanksgiving. On the December 7, 2022 agenda there will be a motion to authorize advertising of the 2023 Warwick Township Municipal Calendar.

CONSIDER REQUEST FROM LITITZ BIKEWORKS FOR THEIR ANNUAL CRANKSGIVING EVENT ON

11/5/2022: B. Harris stated this is an annual event that is a food drive where cyclists ride to local grocery stores and pick up food which is then donated. They have provided their certificate of liability to the Township. On a motion by K. Kauffman and seconded by K. Gutshall, the Board unanimously approved the Lititz Bikeworks Cranksgiving event on November 5, 2022.

CONSIDER QUOTE FROM TROUT CPA FOR AUDITING SERVICES FOR 2022: B. Harris stated that the Township had a three year agreement with Trout CPA for auditing services for the Township, the authority, and Northern Regional Police which has expired. They did submit a renewal quote for one year which would be the 2022 audit year. The fee is \$17,600.00 which does represent an increase over the 2021 fee which was close to \$15,000.00. The Township did some research and reached out to other municipalities to see what they were paying and concluded that the quoted figure is within reason. Harris stated his recommendation to the Board would be to authorize execution of the proposal and then next year, once we go through the audit, if the Township wants to consider putting out another RFP for an extended period we could or we could see what their quote would be for another one year extension. J. Tennis asked if the Township was happy with the services provided by Trout CPA. Harris stated that the fact that the Township is bundled with the authority and NLCRPD helps with cost containment and the Township is satisfied with their services. On a motion from K. Gutshall and seconded by K. Kauffman, the Board unanimously approved the quote from Trout CPA for auditing services for 2022.

CONSIDER INTERGOVERNMENTAL AGREEMENT WITH LITITZ BOROUGH FOR RECYCLING PURPOSES: B.

Harris stated that this intergovernmental agreement is also in association with the 902 Grant application that we submitted as part of the DEP's funding priorities for 2023. The Township met with Lititz Borough to come up with a generic agreement that memorializes the relationship of some shared services and although the grant application costs are born by Warwick Township we thought this was important because ultimately Lititz Borough residents are using our site. At the last meeting the Board did approve the 902 Grant application with the understanding that when the final choice is made for the piece of equipment Harris will come back to the Board with that information. On a motion by K. Kauffman and seconded by K. Gutshall, the Board unanimously approved the intergovernmental agreement with Lititz Borough for recycling purposes.

LANCASTER COUNTY PLANNING COMMISSION VACANCIES: B. Harris mentioned the e-mail from the Lancaster County Planning Commission seeking candidates for various roles throughout the Planning Commission.

WARWICK TO EPHRATA RAIL TRAIL RECOGNITION: Harris stated that the Warwick to Ephrata Rail Trail was recognized as the second best trail in Lancaster County. Number one was the Northwest River Trail which is a 14 mile trail from Columbia, through Marietta, and up to Falmouth.

NEXT MEETING: November 16, 2022 at 5:30 p.m. – budget presentation
Regular meeting will begin at 7:00 p.m.

ADJOURNMENT: On a motion by K. Kauffman and seconded by K. Gutshall, the Board unanimously adjourned the meeting at 7:33 a.m.

Respectfully Submitted,



Brian Harris
Township Manager