

WARWICK TOWNSHIP BOARD OF SUPERVISORS
Meeting Minutes
Warwick Township Municipal Building
January 15, 2020

Kenneth Eshleman, Vice-Chairman, convened the January 15, 2020 Warwick Township Board of Supervisors meeting to order at 7:00 p.m. In attendance were Supervisors Kenneth Eshleman, Jeffrey Tennis, and Kelly Gutshall. Absent were Supervisors Herbert Flosdorf and Logan Myers. Also in attendance were Daniel Zimmerman, Township Manager; Patrick Barrett, Assistant Township Manager; Dave Steffen, Chief NLCRPD; Chuck Haley from ELA Associates; Tom Zorbaugh, Code and Zoning Officer; Jason Minnich, Public Works Superintendent; Nicole Cradic and Megan Senkowski from Trout CPA; Carol Rettew and Tom Eiseman of 231 W. Woods Drive, Lititz; Michelle Bingham and Denise Freeman of 603 Woodcrest Avenue, Lititz; and Susan Keyser of 229 W. Woods Drive, Lititz.

INTRODUCTION: Trout CPA- Township Auditors: Nicole Cradic and Megan Senkowski introduced themselves as the Township's new auditors and reviewed the audit process.

APPROVAL OF MINUTES: On a motion by J. Tennis, seconded by K. Gutshall, the Board unanimously approved the December 4, 2019 and December 18, 2019 meeting minutes as submitted.

TREASURER'S REPORT: On a motion by J. Tennis, seconded by K. Gutshall, the Board unanimously approved the Treasurer's Report.

PAYMENT OF BILLS: On a motion by J. Tennis, seconded by K. Gutshall, the Board unanimously approved the Payment of the Bills.

MANAGER'S REPORT: Audit 2019: D. Zimmerman stated the Township was with a previous auditor for 16 years and the decision was made to see other services were available and a change was made.

6th Street Project: The bids will be released on Friday, January 17th. All final approvals have been received. Right-of-way transfers have been prepared and are in the process of being accepted by PennDOT. Bids are anticipated being called in February 21st. There is a mandatory pre-bid meeting on February 28th. Awarding of the bid is anticipated on March 4th. The tentative schedule is for the 6th Street and Woodcrest Avenue Project to be started first in June and the Rothsville Road and Clay Road Project would be started in the fall.

Fob renewals: Currently the renewal number is approximately 3,600 for access to the leaf and wood drop-off site.

MS4 Program: New regulations have been sent out by DEP. These will be discussed at the MS4 meeting on January 23rd.

Strategic Plan: The Coordinating Committee meets here at the Township tomorrow at 7:30 a.m.

Lititz Reserve Bio-swale: Work has stopped due to the winter conditions.

TAX COLLECTOR'S REPORT: On a motion by J. Tennis, seconded by K. Gutshall, the Board unanimously approved the Tax Collector's Report.

PUBLIC WORKS REPORT: J. Minnich stated the following projects have been completed:

- inspections of warning and regulatory signs and posts for 2020 was completed.
- Equipment was serviced and cleaned for the summer.
- The final phase of the Lions Park ball field improvements was completed. The benches will be installed in the spring.
- Improvements are currently being made to the bike rental shed.

POLICE DEPARTMENT REPORT: Chief Steffen was present to review his report.

ZONING OFFICER'S REPORT: T. Zorbaugh was present to review his report with the Board.

WESC/EMC REPORT: The Board reviewed the December 2019 Administrator Report.

ROTHSVILLE FIRE COMPANY: The Board reviewed the November 2019 Report.

SENATOR AUMENT: The Board reviewed the invitation for Municipality Members and Administrators.

PSATS: The Board reviewed the November/December PSATS NewsBulletin.

CONSIDER REQUEST FOR LETTER OF CREDIT REDUCTION FOR THE DAVID KING PROJECT: D.

Zimmerman stated this was the former Banta Tract. Mr. King has built a barn and a farmhouse. He did remove one building. Mr. King is exploring options to try to restore the mill.

On a motion by J. Tennis, seconded by K. Gutshall, the Board unanimously approved the request for Letter of Credit Reduction for the David King Project down to \$6,000.00 as per the ELA Letter dated December 30, 2019.

CONSIDER REQUEST FOR LETTER OF CREDIT REDUCTION FOR THE ORRSTOWN BANK PROJECT: On a motion by J. Tennis, seconded by K. Gutshall, the Board unanimously approved the request for Letter of Credit Reduction for the Orrstown Bank Project down to \$2,000.00 per the ELA Letter dated January 2, 2020.

CONSIDER SEWER MODULE SUBMITTED FOR THE W. WOODS DRIVE PROJECT: D. Zimmerman stated this is for the proposed seven lot subdivision. The sewer requirements must be submitted to DEP for review. This Resolution acknowledges the Board is aware of the project and the developer is submitting the formal review for the sewer module review.

On a motion by J. Tennis, seconded by K. Gutshall, the Board unanimously approved the Resolution for Plan Submission for New Land Development for the W. Woods Drive Subdivision as submitted.

CONSIDER ORDINANCE #291 AUTHORIZING IMPROVEMENTS ON SR 772 AND SR 4022 AS PART OF THE SIXTH STREET PROJECT: D. Zimmerman stated under the Municipality Planning Code anytime there is a state road involved in a project with state funding there should be acknowledgement by an Ordinance.

On a motion by J. Tennis, seconded by K. Gutshall, the Board unanimously approved Ordinance #291 Authorizing Improvements on SR 772 and SR 4022 as part of the Sixth Street Project.

DISCUSS THE 2020 TRANSPORTATION IMPROVEMENT INITIATIVE LIST: D. Zimmerman reviewed the following projects slated for completion within the next two years.

- At the intersection of 501 and Newport Road a left turn light off of W. Newport Road onto north 501 will be added as well as a right turn lane on the side of Sheetz.
- The two roundabout projects.
- The section of Sixth Street from the roundabout to Pierson Road will be completed as well as the section of where it ends at Sixth Street from the Moravian Manor Project to Orange Street.
- There will be an establishment of a bus shelter at Tollgate Road. This will be a contribution by Rock Lititz.
- A suggestion from Staff would be to start the preliminary engineering design for improvements at the intersection of Brunnerville Road and Newport Road.
- The intersection of Peters Road and Highlands Drive has never qualified to be a signalized intersection. With the connection to TOA, the hospital utilizing the medical offices across the street, and with UPMC transferring an additional 240 employees, the Township feels confident it now qualifies for a traffic light. Funds are available for this project should it qualify for a signal.
- Carpenter Road: This road is primarily used as a shortcut. The question is whether to vacate the road or replace the bridge located on this road which could cost over ½ million dollars. The bridge is continuing to deteriorate and does have a weight limit however this is not always adhered to so there is a safety factor involved as well. The bridge is jointly owned by the Township along with Clay Township and Ephrata Township so a decision would need be made by all three entities.

In summary, D. Zimmerman stated Staff recommendations would be for the following: 1. Authorize the modification to the HOP permit at 501 and Newport Road. 2. Authorize ELA to provide for the preliminary review and design for the right turn lane on E. Newport Road and 501. 3. Start preliminary design for the improvements at the intersection of Brunnerville Road and Newport Road. 4. Complete a traffic study at the intersection of Highlands Drive and Peters Road to see if this now qualifies for a signal.

D. Zimmerman stated all these items are in the budget with the exception of the traffic study at Highlands Drive and Peters Road. However, developer monies have been previously contributed for this study.

On a motion by J. Tennis, seconded by K. Gutshall, the Board unanimously approved the Brunnerville Road and Newport Road Improvements, the Highlands and Peter Traffic Signal Study, the Newport and 501 Right Turn Lane, and the modification to the HOP permit at 501 and Newport Road.

DISCUSS THE 2020 PLANNING INITIATIVE LIST: D. Zimmerman reviewed the proposed planning and zoning initiatives.

- Update to the 537 Plan. This is a joint plan with Lititz Borough. The last update was in 2009. This plan would go from 2020-2030.
- Conservation/Rural Estate Districts-glamping ordinance. A text amendment will be coming in for glamping.
- Historic preservation planning- D. Zimmerman stated in the budget a proposal was put together for an historic specialist to help identify key sites and create incentives to property owners to keep them maintained.
- Possible implementation of a stormwater fee.
- The official map update is at 75% completion. This is done every 10 years.
- Updating the Right-of-Way Management Ordinance.
- Timbering/Conservation District preservation.
- Rezoning-agricultural preservation projects. D. Zimmerman stated there are some areas preserved for growth that are being petitioned to come back to agriculture and get preserved.
- Right-of-way management ordinance-This deals with the utilities.

CONSIDER REQUEST FOR LITITZ REC CENTER TRIATHLON EVENT FOR AUGUST 9, 2020: On a motion by J. Tennis, seconded by K. Gutshall, the Board unanimously approved the request for the Lititz Rec Center Triathlon Event on August 9, 2020 conditional upon resubmitting a new 3.1 course as this has the potential to be impacted by the roundabout construction at 6th Street and Woodcrest Avenue.

Board of Supervisors
January 15, 2020

ADJOURNMENT: With no other business to come before the Board, the meeting was adjourned at 8:27 p.m.

Respectfully submitted,

Daniel L. Zimmerman
Township Manager