

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

Due to the COVID-19 restrictions this meeting was held virtually.

W. Logan Myers, III convened the April 15, 2020 Warwick Township Board of Supervisors meeting to order at 7:00 p.m. In attendance were Supervisors Logan Myers, Kenneth Eshleman, Herbert Flosdorf, Jeffrey Tennis, and Kelly Gutshall. Also in attendance were Daniel L. Zimmerman, Township Manager, Jason Minnich, Public Works Supervisor; Thomas Zorbaugh, Code and Zoning Officer; Laura Knowles from the Lititz Record Express and Cory Rhoads.

APPROVAL OF MINUTES: On a motion by K. Eshleman, seconded by K. Gutshall, the Board unanimously approved the March 4, 2020 and March 18, 2020 minutes as submitted.

TREASURER'S REPORT: D. Zimmerman stated he anticipates the Real Estate collection to be in the 87% range however he does expect there to be an impact on the Earned Income Tax. D. Zimmerman has had meetings with Department Heads to look at where costs can be cut if cash flow is needed.

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

MANAGER'S REPORT: Virtual format- D. Zimmerman feels both the May 6th and May 20th meetings will also be held virtually.

6th Street Project- There is a meet and greet scheduled for Tuesday, April 28th. Until the state lifts the ban on construction a schedule cannot be determined. Hopefully at the meet and greet on the 28th an approximate time frame will be able to be obtained.

COVID-19- Staffing has been modified. Bill payments, permit applications, and fob renewals are all accepted in the lobby. The parks within the Township have all been closed and only essential meetings are being held.

TAX COLLECTOR'S REPORT: The Board reviewed the Tax Collector's Report.

PUBLIC WORKS REPORT: J. Minnich stated the following work was completed during the month of March:

- Stormwater improvements were done on Stony Lane.
- Work was started on the project roads as far as inspecting the risers and inlets in preparation for paving and resurfacing.
- Sign and post repairs were completed.
- The Riparian Park sign was moved in anticipation of the roundabout project.

CONSIDER 2020 JOINT BIDS FOR PAVING AND LINE PAINTING: D. Zimmerman stated Pennsy Supply is the awarded bidder for paving this year and they are offering to do nighttime work for the same price as daytime work. The Board felt this offer should be taken advantage of at areas where appropriate.

April 15, 2020

POLICE DEPARTMENT REPORT: D. Zimmerman stated there is a daily conference call between the Manheim, Penn, E. Hempfield, and Clay ambulance, fire companies, and police departments to get a standardization of response dealing with the COVID-19.

ZONING OFFICER'S REPORT: T. Zorbaugh stated permits are still being received however proof of a waiver must be provided with the exception of work being done at healthcare facilities along with repair and maintenance work.

WESC/EMC REPORT: The Board reviewed the March 2020 Fire Commissioner Report.

LANCASTER COUNTY PRIMARY: The Board reviewed the letter of notification that the General Primary will now be held on June 2, 2020.

PSATS: The Board reviewed the March 2020 PSATS NewsBulletin.

CONSIDER CONDITIONAL USE DECISION FOR JOHN SHENK, 911 DISSTON VIEW DRIVE: D. Zimmerman stated this hearing was presented before the Board last month for a direct Agricultural Support Business. J. Shenk has seen the conditions and is in agreement with them.

On a motion by K. Eshleman, seconded by J. Tennis, the Board unanimously approved the Conditional Use Decision for John Shenk, 911 Disston View Drive.

CONSIDER TIME EXTENSION LETTER FOR THE ORCHARD ROAD PROJECT: On a motion by H. Flosdorf, seconded by J. Tennis, the Board unanimously approved the Time Extension Letter for the Orchard Road Project.

CONSIDER TIME EXTENSION LETTER FOR THE WEST WOODS DRIVE SUBDIVISION: On a motion by H. Flosdorf, seconded by J. Tennis, the Board unanimously approved the Time Extension Letter for the West Woods Drive Subdivision.

CONSIDER REQUEST FOR REDUCTION OF LETTER OF CREDIT FOR THE WHITMER TRACT: On a motion by H. Flosdorf, seconded by K. Eshleman, the Board unanimously approved the request for the reduction of Letter of Credit for the Whitmer Tract as per the ELA Letter dated April 8, 2020.

CONSIDER BIDS SUBMITTED FOR AGGREGATED, PAVING MATERIALS, CONCRETE AND IN-PLACE PAVING: On a motion by J. Tennis, seconded by H. Flosdorf, the Board unanimously approved the bids submitted for aggregated, paving materials, concrete and in-place paving per the March 24, 2020 bid opening sheets provided.

CONSIDER 2020 JOINT BIDS FOR PAVING AND LINE PAINTING: On a motion by J. Tennis, seconded by H. Flosdorf, the Board unanimously approved the 2020 Joint Bids for paving and line paving.

CONSIDER MOTION TO SUSPEND UPSET TAX SALE: D. Zimmerman stated this is a request by the County due to the COVID-19 situation and the impact of cash flow. On a motion by K. Eshleman, seconded by J. Tennis, the Board unanimously approved the motion by suspend upset tax sale until 2021.

CONSIDER RESOLUTION 04-15-20-01 EXTENDING THE BASE PAYMENT PERIOD FOR REAL ESTATE TAX TO NOVEMBER 30, 2020: D. Zimmerman stated the discount period is still April 30th however the base period will be extended until the end of November or December 2020. This date will be determined by the County.

On a motion by K. Eshleman, seconded by J. Tennis, the Board unanimously approved Resolution 04-15-20-01 Extending the Base Payment Period for Real Estate Tax in coordination with the County's final determination.

Board of Supervisors
April 15, 2020

ADJOURMENT: With no other business to come before the Board, the meeting was adjourned at 7:40 p.m.

Respectfully submitted,

Daniel L. Zimmerman
Township Manager