

**WARWICK TOWNSHIP BOARD OF SUPERVISORS MINUTES**  
**October 16, 2013**

Chairman W. Logan Myers convened the October 16, 2013 meeting of the Board of Supervisors at 7:00 p.m. Present were Supervisors W. Logan Myers, Michael Vigunas, Herbert Flosdorf, Anthony Chivinski, and C. David Kramer. In attendance were Township Manager Daniel Zimmerman, Code and Zoning Officer Thomas Zorbaugh, Township Engineer Grant Hummer, Reid Buckwalter, Chris Venarchick, Whit Buckwalter, Nathan Jameson, and Shawn Loose.

**APPROVAL OF MINUTES:** On a motion by Kramer, seconded by Vigunas, the Board unanimously approved the minutes of the September 4, and September 18, 2013 meetings as submitted.

**TREASURER'S REPORT:** The Board reviewed the Treasurer's Report. On a motion by Vigunas, seconded by Chivinski, the Board voted unanimously to approve the Treasurer's Report as submitted.

**PAYMENT OF BILLS:** The Board reviewed the list of bills submitted for payment. On a motion by Chivinski, seconded by Flosdorf, the Board voted unanimously to approve the payment of bills in the amount of \$238,082.29 from the General Fund.

**TOWNSHIP MANAGER'S REPORT:** The Township Manager provided a status report on the Northern Lancaster County Regional Police Department. He explained that it appears that the department will not be expanding services at this time.

The Township Manager provided a status report on the Warwick Emergency Services Commission. He explained that the new Executive Director, Larry Schultz, will start on October 21, 2013.

The Township Manager provided a status report on the stormwater ordinance. He explained that the deadline for Townships could be extended from the original November 21, 2013 date. This would mean that the update to the stormwater ordinance would not need to be done until April, 2014.

The Township Manager provided a status report on the Township's website. He explained that the design of the new website is underway. He added that the Board will be shown the new format when it is ready.

The Board unanimously approved the Township Manager's Report.

**TAX COLLECTOR'S REPORT:** The Board reviewed the September, 2013 Tax Collector's report. On a motion by Vigunas, seconded by Flosdorf, the Board unanimously approved the Tax Collector's September, 2013 report.

**PUBLIC WORKS DEPARTMENT REPORT:** The Township Manager presented a report prepared by the Roadmaster that outlines the activities of the Public Works Department during September, 2013. The Board unanimously approved the Public Works Department Report.

**POLICE DEPARTMENT REPORT:** The Police Chief submitted a report outlining the activities of the NLCRPD during September, 2014. The Board unanimously approved the Police Department Report.

**ZONING OFFICER'S REPORT:** The Code and Zoning Officer presented a report that outlines the Zoning/Building permits issued in September, 2013. He also outlined the case heard at the September 11, 2013 Zoning Hearing Board meeting. The Board unanimously approved the Code and Zoning Officer's Report.

**COMMUNICATIONS:** The Board received a detailed summary of the Lititz RecCenter's 2013 Summer Program.

The Board received the September, 2013 edition of the PSATS News Bulletin publication.

**CONSIDER THE TRADITIONS OF AMERICA PHASE I FINAL PLAN, PREPARED BY RGS ASSOCIATES, DATED 8/23/2013 - CONSIDER MUTUAL AGREEMENT PROVIDING FOR VACATING OF A PORTION OF HESS LANE:**

Chris Venarchick, representing RGS Associates, provided a background of the project for the benefit of those present. He explained that the entire project area is comprised of 60 acres. Phase I proposes 79 dwelling units; 55 would be single-family units and 24 would be duplex units. He noted that the plan has not changed from the preliminary plan submittal.

This phase would have a density of 2.8 units per acre; although at full build-out, the density would be 4.1, which is below the 4.5 units per acre that is permitted by the Ordinance. Venarchick explained that Phase I includes the improvements to West Millport Road and noted that a left turn lane would be added at the entrance. The Township Manager noted that the construction of the improvements would be coordinated between the Applicant and Township. The left turn lane would begin near the intersection of Buckwalter Road. In addition, a secondary access via the extension of a private drive to the Heart of Lancaster Hospital site would also be constructed. Venarchick stated that the recreational improvements would also be provided as part of Phase I of the development. He added that these include the construction of the 7,500 square foot club house, walking trails, tennis courts, shuffle board court and swimming pool. Venarchick outlined the stormwater management facilities for the development and stated that the basins would be installed as part of Phase I. He addressed the October 9, 2013 comment letter from the Township Engineer and added that he has no issues with the comments.

Vigunas stated that the recent rainfall resulted in stormwater flowing across West Millport Road. He inquired whether this condition would be addressed as part of Phase I. Venarchick stated that Phase I would begin the process of reducing the pre-development runoff. He added that the West Millport Road improvements include additional stormwater facilities.

The Township Manager stated that the vacating of Hess Lane would be part of this phase of the development. He noted that the Township would sign the agreement to vacate after all other affected parties have signed the agreement. On a motion by Flosdorf, seconded by Vigunas, the Board voted unanimously to approve the Hess Lane vacating agreement. On a motion by Chivinski, seconded by Kramer, the Board voted unanimously to approve Traditions of America, Phase I Final Lot Add-on, Subdivision and Land Development Plan contingent upon the Township Engineer's comments, and Township staff's October 16, 2013 summary sheet being addressed.

**CONSIDER REQUEST FOR A 45-DAY EXTENSION OF TIME TO RECORD THE BROOKE COURT PLAN:** The Board reviewed the request. On a motion by Vigunas, seconded by Kramer, the Board voted unanimously to grant a 45-day extension of time to record the Brooke Court Final Plan.

**CONSIDER ORDINANCE #261 THAT AMENDS THE CURRENT EARNED INCOME TAX TO INCLUDE NON-RESIDENTS:** The Township Manager explained that the Ordinance has been properly advertised. He added that it imposes a tax rate of 1% on non-residents. On a motion by Vigunas, seconded by Flosdorf, the Board voted unanimously to enact Ordinance #261 has drafted.

**DISCUSSION ON THE DRAFT OF SEVEN (7) YEAR TRANSPORTATION IMPROVEMENT PLAN:** The Township Manager explained that the transportation improvement plan is the means by which projects receive State funding. He explained that in order to receive funding, specific projects must be listed. He added that the Township has proposed 4 projects for inclusion on the plan. He added that these would be part of a regional effort with Lititz Borough along West Orange Street at the entrance to the Campus Drive, and with Elizabeth Township on the SR 501 bridge. He noted that the bridge could be de-listed as deficient from the States list if it becomes listed on the State's Transportation Improvement Plan.

The Township Engineer outlined 4 projects that were provided to Representative Steven Mentzer. These projects include the SR 501 corridor from Wynfield Drive to East Newport Road which includes installation of a center turn lane, curb and sidewalks, an upgrade to the existing culvert over Santo Domingo creek and installation of stormwater pipe. The Township Manager noted that the Township would offer 20% funding for the project.

The intersection of Clay Road, future Sixth Street and Rothsville Road would include installation of traffic signals, turn lanes, improved radius and widening of the existing culvert over Lititz Run stream. The Township Engineer explained that the intersection could be designed as a traffic circle. The Board briefly discussed the traffic circle proposal. The Township Engineer explained that the bridge over Clay Road cannot be widened. Shawn Loose, representing ELA Group, explained that the traffic circle design could avoid the need to widen the bridge. Loose noted that the proposed radius is 120'. Flosdorf stated that Board members should visit several traffic circles to verify traffic patterns. The extension of Sixth Street by 2,400 l.f. would extend the roadway to Rothsville Road (SR 772).

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The intersection of Brunnerville Road and East Newport Road would include construction of turn lanes, widening the existing culvert on East Newport Road and improving radius capacity and modification to the traffic signal. The Board discussed the transportation improvement plan.

**REVIEW OF THE 2013 PROJECT UPDATE:** The Township Manager provided an update on the status of the year 2013 objectives.

**SET 2014 FISCAL BUDGET WORKSHOP MEETING:** The Township Manager explained that the budget workshop is scheduled for 4:30 p.m. prior to the Board's November 20<sup>th</sup> meeting.

**AUTHORIZE CREATION OF VETERAN'S HONOR PARK CHECKING ACCOUNT:** The Township Manager explained that a separate checking account would verify expenses relating to the Veteran's Honor Park. On a motion by Flosdorf, seconded by Chivinski, the Board voted unanimously to authorize a checking account for the Veteran's Honor Park.

**ACCEPT RESIGNATION OF BRENT RICHMOND AS ALTERNATE TO THE PLANNING COMMISSION:** The Board reviewed Brent Richmond's resignation. On a motion by Chivinski, seconded by Kramer, the Board voted unanimously to accept the resignation of Brent Richmond as alternate from the Planning Commission.

**EXECUTIVE SESSION:** The Chairman announced that the Board will recess to an Executive Session to discuss personnel issues.

**ADJOURNMENT:** Upon reconvening the meeting, and with no further business to come before the Board, the meeting was adjourned at 8:40 p.m.

Respectfully submitted,

Daniel. L. Zimmerman  
Township Manager