

# **WARWICK TOWNSHIP BOARD OF SUPERVISORS MINUTES**

**April 4, 2012**

Chairman W. Logan Myers convened the April 4, 2012 meeting of the Board of Supervisors at 7:00 a.m. Present were Supervisors W. Logan Myers, Michael Vigunas, Herbert Flosdorf, C. David Kramer, and Anthony Chivinski. In attendance were Township Manager Daniel Zimmerman and Code and Zoning Officer Thomas Zorbaugh, and Township Auditors Mike Reiner and Tina Geyer.

**PRESENTATION OF THE 2011 FISCAL AUDIT - SAGER SWISHER & CO. LLP:** Mike Reiner, representing Sager, Swisher and Company detailed the 2011 Financial Statement for the benefit of those present. He noted that the Township's budget addresses the requirements of GASB (Governmental Accounting Standards Board). Reiner commended Township staff for their cooperation with the audit process. On a motion by Chivinski, seconded by Flosdorf, the Board voted unanimously to adopt the 2011 Fiscal Audit as submitted.

**DISCUSSION ON THE SALE OF THE EXISTING SALT SHED:** The Township Manager explained that Township staff met with adjacent neighbors to the site to advise them of the sale. He explained that the Township has several options to sell the property which includes a closed bid or auction. He stated that Township staff recommends the auction. He noted that the intent is to fund the purchase of the new salt shed and conversion of the Police Department building to the Public Works Department with the sale of this property. He noted that the cost of the new salt shed is approximately \$90,000 due to prevailing wage requirements.

**DISCUSSION ON MS4 APPLICATION SUBMITTAL:** The Township Manager explained the two objectives will be met related to the MS4 application submittal. He stated the first objective is to renew the NPDES and MS4 permit and the second objective is to receive credit for watershed improvements that have been performed since 2003. He explained that the Lititz Run Watershed Alliance (LRWA) has performed improvements, and the Township has required improvements that have been completed by developers.

The Township Manager explained that LandStudies has provided a Scope of Work for the proposal. He noted that the firm has submitted similar proposals for other areas that have been accepted by the PA Department of Environmental Protection. He added that the proposal should also include Lititz Borough and Penn Township since improvements have also been performed in these adjoining municipalities.

The Board of Supervisors discussed issues relating to Speedwell Forge Lake dam. Flosdorf stated that additional evaluation should be performed before the dam is breached as scheduled in July. He added that the negative affects of the sediment that would flow downstream after the dam is breached are greater than the possibility of downstream flooding. Kramer stated that the State's proposed cost to perform improvements to the dam are based on a worse-case scenario of 32" of rainfall in a 24-hour period, which is unrealistic. Flosdorf explained that even with 32" of rainfall, 42 homes in the affected watershed would be flooded, compared to 42,000 homes that would be flooded by this amount of rainfall throughout the region, which the State does require to be addressed. The Board of Supervisors is in agreement to discuss the issue with representatives of Lititz Borough and Penn Township.

**CONSIDER RESOLUTION 04-04-12-01 AUTHORIZING ACCEPTANCE OF RIGHT-OF-WAY FOR THE EXTENSION OF HIGHLANDS DRIVE:** The Board reviewed the resolution. On a motion by Vigunas, seconded by Chivinski, the Board voted unanimously to adopt Resolution 04-01-12-01 as drafted.

**DISCUSS FORMAT FOR THE JOINT STRATEGIC PLAN:** The Township Manager explained that the Township applied for a grant to fund the Joint Strategic Plan. He stated that a joint meeting of the Warwick Township boards and commission is scheduled prior to the Board's May 2, 2012 meeting. He noted that the focus of the plan will be sustainability and economic development.

**MEMORANDUM OF UNDERSTANDING TO ALLOW FOR JOINT EMERGENCY MANAGEMENT COORDINATORS:** The Township Manager explained that the State has required a Memorandum of Understanding indicating that municipal officials are aware that Emergency Management Coordinator and Deputy Emergency Management Coordinator work jointly for Warwick Township and Lititz Borough. He noted that this was the intent when both individuals were appointed. On a motion by Chivinski, seconded by Flosdorf, the Board voted unanimously to execute the Memorandum of Understanding as drafted.

**CONSIDER REQUEST TO RESTRICT PARKING AT THE CORNER OF WYNFIELD & DANBURY DRIVES:** The Township Manager explained that the issue relates to on-street parking in this area due to the businesses in the region. On a motion by Vigunas, seconded by Kramer, the Board voted unanimously to authorize a parking restriction on Wynfield Drive and Danbury Drive.

**CONSIDER BIDS SUBMITTED FOR AGGREGATE AND MACADAM MATERIAL:** The Board reviewed the bid summary. The Roadmaster submitted a memo that recommends awarding the 2012 paving and road work bids to the respective low bidders, with the exception of FOB paving materials. The memorandum indicates that due to the distance from the Township to the lower bidder (31.45 miles one-way), the additional cost of labor, fuel and pickup time in Coatsville, along with the cooling of the material while in transit, the net savings (\$3,530.00) would not offset these additional expenses. Therefore, he recommends awarding the FOB paving material contract to Highway Materials. On a motion by Chivinski, seconded by Vigunas, the Board voted unanimously to award the FOB paving materials contract to Highway Materials for a bid price of \$205,155.00; to award the aggregate FOB contract to ICM of Pennsylvania for a bid price of \$18,107.50; to award the aggregate delivered contract to Rohrer's Quarry for a bid price of \$28,837.50; and to award the Concrete contract to Rohrer's Quarry for a bid price of \$28,400.00 in accordance with the bid summary dated March 30, 2012.

**RESOLUTION #04-04-12-02 - FULTON BANK SIGNATURE CONFIRMATION:** The Board reviewed the Resolution. The Township Manager explained that the Township currently has its payroll account with a different bank, and due to bank charges, which have been non-negotiable to date, he requested authorization to research other financial institutions with lower bank fees. On a motion by Flosdorf, seconded by Kramer, the Board voted unanimously to adopt Resolution #04-04-12-02 as drafted, and to authorize the Township Manager to research other financial institutions with regard to fees. Chivinski abstained from action on the Resolution.

**CODE & ZONING OFFICER'S REPORT:** The Code & Zoning Officer provided an updated list of properties that are/were listed as abandoned or blighted. He noted that the list only includes properties that received complaints from residents. He added that there are additional abandoned

properties in the Township that have not received complaints. Flosdorf inquired whether any of the listed properties pose a health or safety hazard, rather than being simply a visual nuisance. He added that, if so, the properties should be condemned. The Code & Zoning Officer stated that, in his opinion, 3 properties are close; however, if the respective mortgage holder is willing to provide maintenance to the affected property, it would be a cost savings of between \$3,000-\$4,000 for each property. The Township Manager explained that this process takes several months. Flosdorf expressed the opinion that if the Code & Zoning Officer feels the affected properties pose any danger, the condemnation procedure should begin on the 3 affected properties. The Board members are in agreement to consider a condemnation procedure for the affected properties. They requested that the Code & Zoning Officer provide a detailed list of hazards on these properties for formal action.

**ADJOURNMENT:** With no further business to come before the Board, the meeting was adjourned at 8:25 a.m.

Respectfully submitted,

Daniel L. Zimmerman  
Township Manager