

WARWICK TOWNSHIP BOARD OF SUPERVISORS MINUTES

June 20, 2012

Chairman W. Logan Myers convened the June 20, 2012 meeting of the Board of Supervisors at 7:00 p.m. Present were Supervisors W. Logan Myers, Michael Vigunas, C. David Kramer, Herbert Flosdorf, and Anthony Chivinski. In attendance were Township Manager Daniel Zimmerman, Code & Zoning Officer Thomas Zorbaugh, Roadmaster Dean Saylor, Township Engineer Charles Hess, George H. Walton, Gertrude M. Walton, Donald R. McNutt, Nelson Peters, David Butterworth, and Lynn E. Bitzer.

LANCASTER COUNTY CONSERVATION DISTRICT: Don McNutt, representing the Lancaster County Conservation District, stated that he is present this evening to follow-up on the meeting that was held on May 4, 2012 to discuss the Speedwell Forge Lake Dam. He explained that the Conservation District has expressed concern over the amount of sediment release at the Speedwell Forge Lake Dam. He stated that he had asked representatives of PA DEP whether he could write an inspection report regarding Speedwell Forge. He noted that he was authorized to write an inspection report, since it seemed that the PA Fish & Boat Commission was not proceeding in a timely letter to address the sediment release from the dam. He added that he had not received a copy of the PA Fish & Boat Commission's plan to address the issue, to date. He noted that he advised Commission representatives that the Conservation District should receive a copy of the plan by June 30, 2012; otherwise, the District would write an inspection report. McNutt stated that the Conservation District Board of Directors recently adopted a resolution regarding the Speedwell Forge Lake Dam sediment release. He noted that the Resolution is the same that was adopted by other municipalities, including Warwick Township.

DISCUSS OPTIONS FOR INTERSECTION OF HILLCREST AVENUE AND WEST WOODS

DRIVE: The Township Manager explained that the Township has an ongoing program to review the safety at various intersections throughout the Township. He stated that Township staff works with property owners to improve sight visibility at these locations, and works to improve the intersections where needed. He stated that the Township has received complaints regarding the poor visibility at the intersection of Hillcrest Avenue and West Woods Drive. He explained that the Township performed a safety analysis which indicated that eastbound sight visibility is only 125', and not 233' as required for the posted 35 mph speed limit along West Woods Drive. He stated one option the Township has considered to improve the intersection is to restrict Hillcrest Avenue to one-way in from West Woods Drive. He explained that under this option, the roadway would be one-way to the intersection of Springview Drive, where it would continue as a two-way street. He noted that a 30 mph speed advisory is posted at the crest of the hill along West Woods Drive; however, motorists do not always observe this speed restriction. He added that the intersection has had only 1 reportable crash in the past five years; however, based on the complaints, it appears that several close calls have occurred. The Township Manager explained that another option would be to grade the embankment (with the property owner's permission) to improve sight visibility. He explained that letters were sent to the affected property owners, and noted that he has heard from two affected property owners who would prefer that the roadway remain two-way. He acknowledged that the embankment grading would be significant and would involve relocation of an existing fence on the property. He added that the affected portion of this property is outside of the right-of-way. The average daily traffic along Hillcrest Avenue is 26 vehicles per day.

George Walton, 369 West Woods Drive, stated that he owns the farm at the end of Hillcrest

Avenue. He explained deeds to his property dating back to 1886 give specific private right-of-way to the farm from West Woods Drive. He added that no homes were constructed in this area when he moved to the property in 1926. He provided photographs to the Board for their review. He explained that motorists speed along West Woods Drive, and added that the only motorists who travel the speed limit are those turning to Hillcrest Avenue. He expressed the opinion that if the Township trims the area near the intersection, and the police department enforces the posted speed limit, there would not be a problem at the intersection. He suggested that either Springview Drive be designated as one-way or that a "No Outlet" sign be installed at the intersection of Woodland Avenue and Springview Drive. The Zoning Officer explained that a portion of Hillcrest Avenue is a public roadway; therefore, a "No Outlet" sign can not be posted.

Lynn Bitzer, 1 Springview Drive, stated that his daughter was involved in the accident that was previously mentioned. He noted that no one was hurt. He suggested that stop signs be posted along West Woods Drive at the intersection to stop all traffic. The Township Engineer explained that the intersection would not meet the State's requirements for stop signs due to the limited traffic, and the limited number of accidents.

The Zoning Officer provided photographs of the intersection to illustrate the limited visibility at the intersection. The Board agreed that the vegetation should be trimmed, and to discuss the issue with the property owner. Vigunas suggested that truck traffic be restricted from West Woods Drive. The Chairman explained that the Township will proceed with trimming at this time and will continue to monitor the intersection.

CONSIDER REQUEST FOR MILLPORT ROAD RACE: David Butterworth, representing ProAm Cycling Events, stated he is following up on his request to hold the Millport Road Race on September 1, 2012. The Township Manager explained that the Board members reviewed the request at last month's meeting and had several concerns. The request is to limit traffic to one way during the event, and to stop traffic when cyclists are approaching. The event would begin at 9:00 a.m. and would conclude at approximately 1:30 p.m. The Township Manager stated that the Township has experienced a significant increase in bicycling and running requests, which affects traffic on the weekend. He noted that this year, the Township has requests for two new bicycling events. Flosdorf stated that he appreciates that individuals want to come to the area for these events; however, the restriction of traffic is a concern. He added that Township staff has discussed the option of designing a set course for these events, where signage could be installed, and with right turns in order to ease traffic conflicts. He expressed the opinion that stopping traffic on heavily traveled roadways from 9:00 a.m. to 1:30 p.m. on a Saturday is not a good idea. He stated that Township staff would be willing to work with event organizers to create these courses.

Butterworth stated that this event is a race and not a tour; therefore it is not feasible to stop bicyclists. He noted that the course consists of only right-turns. He stated that participants are only permitted to travel in their designated lane. He added that course officials travel with the cyclists to ensure they stay in the designated lanes. Butterworth stated that the average stop time for motorists to allow cyclists to pass is less than 30 seconds. The Zoning Officer stated that he has experienced longer waits for bicycling events. Butterworth stated that two groups of approximately 50 riders would begin at 9:00 a.m. and the second group would begin at 10:30 a.m. (2.7 miles, between 10-30 course laps). The Chairman stated that this is the seventh year for this race, and suggested that the race be permitted to proceed as planned this year. The race will be further monitored and additional discussion regarding changes could occur next year. Flosdorf inquired

whether Butterworth would be willing to serve on a committee to work with Township staff to discuss race options. Butterworth stated that each organizer is going to want their own course. The Chairman stated that he understands the issue; however, under the proposal, the only decision to be made by the event organizers would be which weekend they wish to hold their event. Butterworth stated that he would be willing to discuss the issue. He noted that they use PennDOT certified traffic flaggers. On a motion by Chivinski, seconded by Flosdorf, the Board voted unanimously to authorize the Millport Road Race on September 1, 2012 from 9:00 a.m. to 1:30 p.m. as requested.

APPROVAL OF MINUTES: The Board reviewed the meeting minutes. On a motion by Kramer, seconded by Vigunas, the Board unanimously approved the minutes of the May 2, and May 16, 2012 meetings as submitted.

TREASURER'S REPORT: The Board reviewed the Treasurer's Report. On a motion by Chivinski, seconded by Vigunas, 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 unanimously approved the payment of bills from the General Fund.

TOWNSHIP MANAGER'S REPORT: The Township Manager provided a status a report on the Northern Lancaster County Regional Police Department (NLCRPD). He explained that Act 44 required the Township to issue an RFP for pension and investment services. He noted that this process would be completed in August.

The Township Manager provided a status a report on the Warwick Emergency Services Alliance. He provided a cost estimate of \$73,000-\$79,000 annually to hire a full-time WESA Administrator (\$50,000-\$55,000 annual salary). The costs include salary, benefits and auxiliary costs (fuel, computer, etc). He added that these costs would be shared by the participating municipalities (Elizabeth and Warwick Townships, and Lititz Borough).

The Township Manager noted that he contacted two existing programs in the County for comparison purposes. He added that Warwick Township can provide office space for the position. The Board is agreeable to further reviewing the feasibility of a paid WESA Administrator.

The Township Manager provided a status a report on the Joint Strategic Plan update. He explained that the second meeting of the steering committee is scheduled for June 21st at 7:00 a.m. at the Brickerville Volunteer Fire Company to discuss census data for the region.

The Township Manager provided a status a report on Highlands Drive. He explained that the right-of-way acquisition package was submitted to PennDOT. He noted that this is the last item to be completed prior to requisition of federal funds.

The Township Manager provided a status a report on the MS4 application. He explained that the Township and Lititz Borough were successful in obtaining a National Fish & Wildlife Foundation grant. He explained that this grant would fund the watershed modeling program conducted by LandStudies. He noted that DEP has confirmed that they would accept the data generated by the model.

The Board unanimously approved the Township Manager's Report.

TAX COLLECTOR'S REPORT: The Board reviewed the May, 2012 Tax Collector's report. On a motion by Vigunas, seconded by Flosdorf, the Board unanimously approved the Tax Collector's May, 2012 report.

PUBLIC WORKS DEPARTMENT REPORT: The Roadmaster presented a report that outlines the activities of the Public Works Department during May, 2012. The Board unanimously approved the Public Works Department Report.

NORTHERN LANCASTER COUNTY REGIONAL POLICE DEPARTMENT REPORT: The Police Chief submitted a report that outlines the activities of the NLCRPD during May, 2012. 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 May, 2012. The Board unanimously approved the Zoning Officer's Report.

COMMUNICATIONS: The Board received a letter from the Lancaster County Planning Commission indicating that the County is updating its Act 167 Stormwater Management Plan in accordance with the PA Municipalities Planning Code. The letter states that within six months of the County Board of Commissioners adoption, and approval by PA DEP, each municipality in the County would be required to adopt a new stormwater management ordinance or amend their ordinance to be consistent with the County's Ordinance.

The Board received a copy of the May, 2012 issue of the *PSATS News Bulletin* publication.

CONSIDER REQUEST FROM MEMBERS 1ST FOR RELEASE OF THEIR LETTER OF CREDIT: The Board reviewed the request. The Township Engineer commented that based on their most recent observation of construction progress at the site, compared with the original Letter-of-Credit estimate amounts, they recommend the Township fully release the \$5,775.00 from the current Letter-of-Credit account. On a motion by Flosdorf, seconded by Vigunas, the Board voted unanimously to release the \$5,775.00 Letter-of-Credit for Members 1st Credit Union in its entirety.

CONSIDER RELEASE OF LETTER OF CREDIT FOR MERVIN & ANNA MAE MILLER: The Board reviewed the request. The Township Engineer commented that based on their recent observation of the property, it appears that the required systems have been installed and connected to the roof leaders for the new home. Therefore, they recommend the Township fully release the \$6,631.45 from the current Letter-of-Credit account. On a motion by Flosdorf, seconded by Vigunas, the Board voted unanimously to release the \$6,631.45 Letter-of-Credit for Mervin & Anna Mae Miller (C. David & Shirley A. Landis Final Subdivision Plan).

CONSIDER LETTER OF CREDIT POLICY: The Township Manager stated that representatives of Lancaster Evangelical Free Church (LEFC) posted a \$150,000.00 improvement guarantee two years ago for their proposed mission home. He stated that since LEFC is not proposing to construct the home for several years, representatives requested consideration to post an improvement guarantee when they apply for a building permit. The Board members are agreeable

to the proposal.

CONSIDER REQUEST FOR A 90-DAY EXTENSION OF TIME FOR THE WALTER SUBDIVISION: The Board reviewed the request. On a motion by Flosdorf, seconded by Vigunas, the Board voted unanimously to grant a 90-day extension of time for the Walter subdivision plan.

CONSIDER BIDS FOR FABRIC COVERED BUILDING AND CONCRETE WALLS & FOOTERS: The Board reviewed the bid documentation. Township staff recommends the bids be award to the low bidder for each project. On a motion by Flosdorf, seconded by Chivinski, the Board voted unanimously to award the bid for a fabric covered building to YoderWay Construction/Deer Ridge Construction for the bid price of \$18,950.300, and to award the bid for concrete walls/footers to Zimmerman Masonry for the bid price of \$30,345.50.

CONSIDER AUCTION RESULTS FOR SALE OF EXISTING SALT STORAGE SHED: The Township Manager explained that the auction was held on June 18, 2012. The final bid was \$145,000.00 from a company based in Reamstown. He noted that the building was appraised at \$142,000.00.

CONSIDER BIDS FOR BUCH MILL ROAD (T-627) BRIDGE PAINTING PROJECT: The Board reviewed the bid documentation. The Township Engineer recommends that the bid be awarded to the low bidder for the project. On a motion by Vigunas, seconded by Kramer, the Board voted unanimously to award the bid for the Buch Mill Road bridge painting project to Inspec Coatings, Inc. for the bid price of \$35,000.00.

CONSIDER REQUEST FOR CONTRIBUTION TO THE LANCASTER COUNTY DRUG TASK FORCE: The District Attorney submitted documentation regarding the Lancaster County Drug Task Force. The District Attorney (DA) is requesting all municipalities in the County to submit \$1.00 per resident to support the work of the drug task force. The DA notes that many crimes such as convenience store robberies, house and business burglaries, as well as violent crimes, while not specifically drug crimes, are the direct result of the perpetrator's need to support a drug habit, and are the result of the illegal drug trade. Flosdorf stated that it seems the County Commissioners do not feel that the task force is important enough to fund at a \$1.00 per resident through taxes, so they request that individual municipalities fund the task force. In addition, the police K-9 unit, which assists the task force, costs \$17,000 per year.

Chivinski stated that he attended a meeting with the police commission and the Lancaster County District Attorney to discuss funding of the Lancaster County Drug Task Force. He added that 30-35% of the County's municipalities participate in the task force. He noted that the police chief stated that the department does not have the people, equipment or skill sets to do the work of the drug task force (undercover drug deals). Flosdorf stated that the decision to fund the task force should be provided as a recommendation by the police chief. The Township Manager stated that the Township could fund 50% of the cost, until the issue can be further evaluated by the police chief for next year. The Board members indicated that the cost would be fully funded if the task force considers the contribution for the services of the K-9 unit.

On a motion by Flosdorf, seconded by Kramer, the Board voted unanimously to fund 50% of the requested contribution in the amount of \$8,891.50 acknowledging the work of the K-9 unit, and to defer future funding requests to the regional police department for their recommendation.

CONSIDER REQUEST FOR THE 35TH ANNUAL PRETZEL TWIST 3.5 MILE RACE: The Board reviewed the request. On a motion by Vigunas, seconded by Kramer, the Board voted unanimously to authorize the 35th annual Pretzel Twist race on September 15, 2012 beginning at 8:30 a.m.

DISCUSS RESULTS OF MEADOW VALLEY ROAD (T-1039) AND MILLWAY ROAD (T-929) TRAFFIC STUDY: The Board received the results of PennDOT's traffic study. PennDOT has determined that the guiderail at this intersection is at its tightest radius and cannot be relocated due to the thrie beam that connects to the PA 10M bridge barrier. Therefore, they recommend the realignment of Millway Road at intersection with Meadow Valley Road to improve the turning radius at the intersection. The Township Manager stated that Millway Road will be realigned to improve the intersection.

The Township Manager noted that the affected property owner has indicated that he would work with Township staff since it would improve the intersection. The Board members expressed concern over the required PennDOT HOP process to improve the intersection. The Board is agreeable to the roadway realignment as discussed. The Township Manger noted that the project could be considered as part of the 2013 budget process.

CONSIDER REQUEST FOR THE ROTHSVILLE COMMUNITY DAY - SEPTEMBER 15, 2012 AT FORNEY FIELD: The Board reviewed the request. On a motion by Kramer, seconded by Vigunas, the Board voted unanimously to authorize Rothsville Community Day on September 15, 2012.

ADJOURNMENT: With no further business to come before the Board, the meeting was adjourned at 9:03 p.m.

Respectfully submitted,

Daniel L. Zimmerman
Township Manager