

LITITZ BOROUGH COUNCIL
Minutes of Meeting Held April 30, 2019
7 S. Broad Street, Lititz, PA

The regular meeting of the Lititz Borough Council was called to order at 7:00 P.M. on April 30, 2019, by President Weaver with Council members Greiner, Hain and Sensenich present. Bear and Lee were excused. Others in attendance were Mayor Snyder, Sue Ann Barry, Chief Kerry Nye, Elijah Yearick, Todd Kauffman, Michael Wolgemuth, Chris Strayer, Rev. John Knudson, William & Aileen Brandt, Steve Sproles, Douglas Fisher, Corey Salzano, and Laura Knowels of the Lititz Record Express. The meeting opened with an invocation by Rev. Knudson followed by the pledge of allegiance led by the Mayor. On a motion by Greiner, with a second by Sensenich, the minutes of the March 26, 2019, Council meeting were unanimously approved.

PETITIONS, CORRESPONDENCE AND QUESTIONS:
Request for Four-Way Stop at N. Cedar Street and New Street

William Brandt, 210 N. Cedar Street, requested consideration of a four-way stop intersection at N. Cedar Street and New Street, as he observes speeding and near miss accidents there. He had a meeting with the Chief about this and he said that other neighbors feel the same way that stop signs would be a preventative action. He referred to PennDOT Technical Information Sheet #137 that references stop sign warrants that include speed and crash experience. Mayor Snyder also stated that it is difficult to see at that intersection but removing parking spaces would not be popular. A speed sensor device has been placed in the area in the past. A traffic study would need to be done and the Chief does not believe the intersection meets the criteria. Council will, however, ask their traffic engineer to give it a preliminary look to see if a full traffic study can be justified.

Lititz recCenter Expansion Revised Land Development Plan

Steve Sproles of Derck & Edson Associates presented the March 11, 2019, Revised Preliminary/Final Land Development & Lot Add-On Plan, Project # 130660, dated March 27, 2014, revised April 29, 2014, further revised May 20, 2014, approved June 24, 2014, W. Maple Street, R-1 District, for building additions, parking expansion and the future renovation of the Lititz Springs Pool. The second phase, the pool portion of the project, is the subject of the revisions. The minor changes include the entrance, existing buildings renovated, the filter pump house footprint, eliminated bleachers, maintaining the deep end of the main pool, wading pool, a splash pad, areas of deck, and sun shades. Under §307.A of the SLDO, Plans Exempted from Standard Procedures, a plan can be revised if it meets the criteria. On the recommendation of the Planning Commission and on a motion by Hain with a second by Greiner, the March 11, 2019, Revised Preliminary/Final Land Development & Lot Add-On Plan, Project # 130660, dated March 27, 2014, revised April 29, 2014, further revised May 20, 2014, approved June 24, 2014, W. Maple Street, R-1 District, for the renovation of the Lititz Springs Pool was unanimously approved since it meets the six criteria of §307.A of the SLDO, Plans Exempted from Standard Procedures, and having no need to submit financial security.

REPORT OF THE BOROUGH MANAGER:
Monthly Meeting Date Reminders

The Borough Manager reminded Council of the following meeting dates, per submitted report & update:
Regular Monthly Meetings:

- May 7, 2019 - Tuesday - Planning Commission Meeting - 7:00 P.M.
- **** May 14, 2019 – Tuesday – Council Meeting – If called by the President
- May 20, 2019 – Monday – Zoning Hearing Board Meeting – 7:00 P.M.
- **** May 28, 2019 – Tuesday – Council Meeting - 7:00 P.M.

Other Meetings, etc.:

- April 29, 2019 – Monday – Lititz Fire Co. – Fire House – 7:00 P.M.
- **** April 30, 2019 – Tuesday – Council Meeting – Council Chambers - 7:00 P.M.
- May 6, 2019 – Monday – Lititz Public Library Board - Library 7:00 P.M.
- May 7, 2019 – Tuesday – LCPC Places 2040 – Ephrata Borough – 11:30 A.M.
- May 8, 2019 – Wednesday – Venture Lititz – Conference Room – 7:30 A.M.

Monthly Meeting Date Reminders (Cont)

May 14, 2019 - Tuesday – Oak Street Project Public & DEP Inspection – 12:30 P.M.
May 14, 2019 – Tuesday – Filter Media Replacem't Bid Opening – Chambers - 2:00 PM
May 14, 2019 – Tuesday - MS4 Committee - Conference Room – 3:30 P.M.
May 16, 2019 – Thursday – Regional Built & Natural Infrastructure – E-Twp – 7:30 A.M.
May 16, 2019 – Thursday – PennDOT Rt 772 Rerouting – Conference Room–1:00 P.M.
May 20, 2019 – Monday - Parks Committee – Conference Room – 4:00 P.M.
May 20, 2019 – Monday - HAAC – Conference Room - 6:00 P.M.
May 21, 2019 – Tuesday - Partners Meeting – Conference Room - 12:00 Noon
May 21, 2019 – Tuesday – Flood Control Committee – Conference Room – 3:30 P.M.
May 21, 2019 – Tuesday – Warwick School Board – District Office – 7:00 P.M.
May 22, 2019 – Wednesday – Regional Rail Trail (WERT) – Warwick Twp – 7:30 A.M.
May 27, 2019 – Monday – Lititz Fire Co. – Fire House – 7:00 P.M.
May 28, 2019 – Tuesday – Wellhead Protection Committee – Warwick Twp – 3:00 P.M.
May 28, 2019 – Tuesday – Lititz Run Watershed Alliance – Warwick Twp – 4:00 P.M.

**** All Council members should plan to be at these meetings.

REPORT OF THE PUBLIC WORKS FOREMAN & FACILITIES MANAGER:

The cost-sharing agreement for the sewer main relocation for the Lititz Reserve development in Warwick Township will be ready for the May Council meeting. Mr. Rehab has televised the sewer lines and is preparing for lining next week. The Arrowhead Drive meter pit may be relocated. A system-wide water leak detection survey discovered one leak on E. New Street and it was repaired by PWD. The installation of a new manhole and sewer main across N. Broad Street at the Wilbur Project site took an extra day due to rock, ground water and utilities.

REPORT OF THE MAYOR & CHIEF OF POLICE:

During the month of April, the Mayor attended the Lancaster County's Mayors Assn. meeting, gave an award to the Lititz Fire Department, said a few words at the WERT trail dedication, and recognized an Eagle Scout. Upon recommendation by Chief Nye, Greiner moved, Sensenich seconded to appoint Police Officer Andrew Jacoby as a permanent officer in the Police Department following his one year probation, effective immediately. Motion passed unanimously.

REPORT OF THE DIRECTOR OF COMMUNITY PLANNING

The stormwater project at the WCAA is almost complete. Tree installation at New Street Park and Spruce Street Park is scheduled for May 11, 2019. Yearick is coordinating the Comcast residential build out. The Oak Street stormwater project is nearing completion with the trail and educational signage and an Open House will be coordinated with LRWA Watershed Day on May 14, 2019.

W. Orange Street, W. Second Avenue & Woodcrest Avenue Change Order No. 1

Upon presentation, Sensenich moved, Hain seconded to approve Change Order No. 1 for the W. Orange Street, W. Second Avenue and Woodcrest Avenue Curb & Sidewalk Improvements Project for a time extension to May 24, 2019, for the curb part of the project. Motion passed unanimously.

REPORT OF THE JUNIOR COUNCIL PERSON:

Junior Council Person Eva Hain provided an update on activities at Linden Hall. The Sound of Music Spring Musical was held April 4-6, 2019. The prom was held on April 12, 2019, at the Inn at Leola. The biannual school auction was held on April 28, 2019.

SUB-COMMITTEE ON SEWER AND WATER SERVICES:

Wolgemuth stated that Peter Smith is now on long term disability. Inframark is filling his role with their Boyertown Project Manager, Nathan Laucks, who currently lives in Ephrata Township and has the technical skills required to oversee the Borough's facilities. Inframark will be getting an intern from Thaddeus Stevens College of Technology over the summer for work at the WWTP. There were two DEP inspections this month – one at the WTP and one at the WWTP.

SUB-COMMITTEE ON STREETS AND TRAFFIC:
Venture Lititz ApocoLititz 5K Special Event Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve a Special Event Permit Application from Venture Lititz for the ApocoLititz 5K Race on October 26, 2019, from 8:00 A.M. - 12:00 Noon, at ABC, with Water Street closed from North Lane to Front Street, having the need for three-four event staff positions. Motion passed unanimously.

Fresh Burst 5-Mile Run Special Event Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve a Special Event Permit Application from J&J, to hold the Fresh Burst 5-Mile Run and a 5K Walk on June 29, 2019, 7:30 A.M. - 9:30 A.M., with a partial road closure of Lincoln Avenue at the start of the race, having the need for three special event staff positions. Motion passed unanimously.

Lititz Lions Cruise Car Show Special Event Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve a Special Event Permit Application from Lititz Lion's Club for closing E. Main Street between Locust Street and Broad Street with meters bagged for a Cruise Car Show on August 14, 2019, from 5:30 P.M. to 9:00 P.M., having the need for five-six event staff positions. Motion passed unanimously.

Movie Nights in Lititz Special Event Permit Application

Upon presentation, and on a motion by Sensenich with a second by Greiner, a Special Event Permit Application from Venture Lititz & Stray Production Services for three movie nights in Lititz, was unanimously approved as follows:

- Hosted by Moravian Manor at Spruce Street Park on Saturday, June 15, 2019, from 6:00 P.M. to 10:00 P.M., closing Spruce Street between W. Second Avenue and W. Marion Street.
- Hosted by Spacht-Snyder Family Funeral Home & Crematory at 127 S. Broad Street on Saturday, July 13, 2019, from 6:00 P.M. to 10:00 P.M., closing Center Street from Broad Street to Raspberry Lane.
- Hosted by Stray Production Services on Saturday, August 17, 2019, from 6:00 P.M. to 10:00 P.M., closing Front Street from N. Elm Street to N. Oak Street.

Woodridge Swim Club 3rd Annual Beer Fest Special Event Application

Upon presentation, Sensenich moved, Greiner seconded to approve a Special Event Permit Application from Woodridge Swim Club for their 3rd Annual Beer Fest as a fund raiser to be held on Saturday, May 4, 2019, from 3:00 P.M. to 7:00 P.M. on the Woodridge Swim Club grounds, 50 W. Seventh Street. Motion passed unanimously.

Lancaster County Food Tours Activity Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application from Philip Hiestand for Lancaster County Food Tours in Lititz for Thursdays, Fridays and Saturdays, April 6, 2019, through November 23, 2019, from 10:30 A.M. to 1:30 P.M. Motion passed unanimously.

National Night Out Pool Party Activity Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application from the Lititz Police Department for a National Night Out Pool Party at the Lititz Springs Pool, on Tuesday, August 6, 2019, (rain date of August 7, 2019), 6:00 P.M. - 9:00 P.M. Motion passed unanimously.

Westfield Court Block Party Activity Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application for a block party in the 400 block of Westfield Court on June 8, 2019, (rain date of June 9, 2019), from 4:00 P.M. - 9:00 P.M. Motion passed unanimously.

Caster Skateboards Best Trick Competition Activity Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application for the Caster Skateboards Best Trick Competition at the Lititz recCenter's basketball court on Friday, May 17, 2019 (rain date of May 31, 2019), from 7:00 P.M. - 9:00 P.M. Motion passed unanimously.

Lititz Elementary School Spring Festival Activity Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application for the Lititz Elementary School Spring Festival on Friday, May 17, 2019, from 4:30 P.M. to 7:00 P.M., with no road closures needed. Motion passed unanimously.

Handicapped Parking Space

Upon presentation, Sensenich moved, Greiner seconded to approve a request for a handicapped parking space for Carole Lutz, 742 Keller Drive. Motion passed unanimously.

Traffic Concerns with the Wilbur Project

Upon presentation, after discussion about future parking in the Wilbur Project vicinity, and on a motion by Sensenich with a second by Greiner the following two traffic concerns associated with the Wilbur Project opening were unanimously approved as follows:

- Advertise an ordinance prohibiting left turns off of Kleine Street at Broad Street, requiring all traffic to proceed southbound on Broad Street off of Kleine Street.
- Extend yellow curb on the south side of W. Lincoln Avenue at Warwick Street approximately 50 feet further to the west to allow for clear sight triangle viewing while entering W. Lincoln Avenue off of Warwick Street.

SUB-COMMITTEE ON PLANNING:

Reduction in Escrow for Warwick Woodlands Phase 1

Upon presentation and discussion, Hain moved, Sensenich seconded to reduce escrow for the Warwick Woodlands Phase 1 by \$330,774.40 to \$188,078.77, upon recording of as-built plans. Motion passed unanimously.

Warwick Woodlands Phase 2 Time Extension

Upon presentation, Hain moved, Sensenich seconded to approve a request for an extension of time to obtain necessary signatures and record the plans for the Moravian Manor Warwick Woodlands Phase 2 Final Plan No. 2010709-006, dated April 10, 2018, revised May 18, 2018, final revision June 13, 2018, 400 W. Orange Street, southwest of the intersection of W. Orange Street and W. Second Avenue, 75 cottage style units, 62 affordable age-restricted apartments and approximately 39,000 sq.ft. commercial space. The extension is until June 30, 2019. Motion passed unanimously.

SUB-COMMITTEE ON LITITZ REC AND WRRC:

Hain referred to the WRRC Annual Report, dated April 1, 2018 – March 31, 2019.

SUB-COMMITTEE ON BUILDINGS, GROUNDS AND SWIMMING POOL:
Parks Committee Report

Hain reported on the bench installed at the New Street Park in honor of Gracie King who passed away in a violent car crash in front of the Warwick High School in December, 2018. The WERT trail dedication was held at the Cocalico Creek Bridge on April 24, 2019, at 10:00 A.M.

SUB-COMMITTEE ON EMPLOYEE BENEFITS & INSURANCE:
Actuarial Valuation of Police Pension Plan

The Borough is in receipt of the January 1, 2019, Police Pension Plan Actuarial Report which will be used to determine future minimal municipal obligations.

SUB-COMMITTEE ON FINANCE:
LST Refund Request

Sensenich moved, Greiner seconded to approve a 2018 LST refund request from Marlene Weiler @ \$52, as she did not earn the minimum required amount. Motion passed unanimously.

SUB-COMMITTEE ON FIRE SERVICES/WESC:
FEMA Courses

Greiner referred to a request made by WESC Administrator Ober, strongly encouraging that Council take two online FEMA courses, IS 100 and IS 700, each which will take approximately one hour. Elected officials and municipal staff having taken these courses would make the region fully NIMS-compliant.

REGIONAL COMMITTEE REPORTS:
Venture Lititz

Sensenich reported that the Venture Lititz Edison bulbs that have been hanging from trees downtown were taken down last week since the leaves are coming out on the trees. There was discussion on somehow making it a fund raiser in the future.

Regional Coordinating Committee

The Regional Coordinating Committee heard updates at their last meeting on the Sixth Street Extension Project, WERT, Lititz Springs Pool Capital Campaign, Venture Lititz, Lititz Public Library and its new Director, and the Warwick School District.

NEW BUSINESS:
Appoint LandStudies, Inc. as Borough Engineer

Upon presentation by Weaver, Hain moved, Greiner seconded to appoint LandStudies, Inc. as Borough Engineer. Motion passed unanimously.

ORDINANCE NO. C-574:
Right-of-Way Management Ordinance

Hain moved, Sensenich seconded to approve Ordinance No. C-574, Right-of-Way Management Ordinance. Motion passed unanimously.

ORDINANCE NO. C-575:
Streets and Sidewalks Ordinance

Hain moved, Sensenich seconded to approve Ordinance No. C-575, Streets and Sidewalks Ordinance. Motion passed unanimously.

AGREEMENT NO. 501:
J&J Industrial User Agreement

Hain moved, Sensenich seconded to approve Agreement No. 501, J&J Industrial User Agreement. Motion passed unanimously.

AGREEMENT NO. 502:
USDA Spotted Lanternfly Treatment Agreement

Greiner moved, Sensenich seconded to approve Agreement No. 502, USDA Spotted Lanternfly Treatment Agreement. Motion passed unanimously.

RESOLUTION NO. 895:
Policies & Procedures for Implementation of the Right-of-Way Management

Hain moved, Sensenich seconded to approve Resolution No. 895, Policies & Procedures for Implementation of the Right-of-Way Management. Motion passed unanimously.

FINANCIAL STATEMENT/BILLS

Sensenich moved, Greiner seconded to approve the Financial Statement and pay the bills. Motion passed unanimously.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:35 P.M. on a motion by Sensenich with a second by Greiner.

Respectfully submitted,


Sue Ann Barry
Secretary/Treasurer