

LITITZ BOROUGH COUNCIL  
Minutes of Meeting Held April 28, 2020  
Zoom Remote Video and Audio Conferencing

Due to the coronavirus (COVID-19) pandemic, the disease caused by a new respiratory virus, and the Governor's stay-at-home social distancing measures, the April 28, 2020, Lititz Borough Council meeting was conducted virtually utilizing Zoom, which is a cloud-based platform for remote video and audio conferencing. The Borough Hall was not open for this meeting. The general public could join the meeting at no cost by utilizing the information advertised in the Lititz Record, posted on the front door and on the Borough website. The meeting was called to order at 7:00 P.M. by President Weaver with Council members Brubaker, Greiner, Lee, Mobley, and Sensenich present virtually. Others in virtual attendance were Mayor Snyder, Sue Ann Barry, Chief Kerry Nye, Elijah Yearick, Todd Kauffman, Andy Garner, Jordan Garner, Cory Rathman, Isabel Mejia, Chris Strayer, and Laura Knowels of the Lititz Record Express. In order to accommodate public comments at this meeting, the Borough accepted comments via email and written submission. On a motion by Greiner, with a second by Sensenich, the minutes of the April 14, 2020, Council meeting were unanimously approved.

REPORT OF THE BOROUGH ENGINEER:  
E. Main Street / Water Street PennDOT Repaving Project

Rathman made an inquiry with PennDOT to find out if the timing of the E. Main Street/Water Street Repaving Project may change due to the nonessential business closure as a result of the coronavirus. To Rathman's disbelief, PennDOT indicated that all projects remain on schedule. Council discussed their concerns with downtown business owners, primarily in the first few blocks of Main Street, being adversely impacted with the COVID restrictions, stormwater pipe project, sidewalk project and then the paving project. They asked Rathman to inquire with PennDOT whether the 2021 E. Main Street & Water Street Repaving Project can be delayed for a year.

Sinkhole and Seepage Bed at 40 S. Broad Street

Rathman was contacted by an excavator, Andy Baker, on April 28, 2020, regarding a sinkhole at 40 S. Broad Street. The sinkhole was observed below the recently installed seepage bed and was being repaired. At the recommendation of their geotechnical firm, American Testing, the plan is to reinstall the seepage bed over the repaired sinkhole. Rathman would not make that recommendation regarding reinstalling the seepage bed. Council is requiring a report from American Testing that identifies how the sinkhole was repaired and why reinstalling the seepage bed will work. Under similar circumstances, the Borough has provided relief to property owners where infiltration (e.g., seepage bed) would not be required on the condition a report was submitted from a registered professional stating that there is risk of sinkhole formation. Rathman will follow through with these developments.

REPORT OF THE JUNIOR COUNCIL PERSON:  
Coronavirus and Schools

Junior Council Person Isabel Mejia reported Gov. Wolfe has extended school closures for the remainder of the academic year to fight the spread of coronavirus. Alternative teaching methods are being used during this unprecedented situation.

SUB-COMMITTEE ON SEWER AND WATER SERVICES:

There are no current compliance issues at the WTP and at the WWTP. Inframark is working with chemical suppliers to limit shortages. They are using two alternate distribution sampling sites having limited access. Gravity Filter #2 rebuild is complete and in service. Anion Unit #3 rebuild is complete and in service. Gravity Filter #1 and Anion Unit #1 are on hold. Nonessential projects have been placed on hold. There was a WTP surge protector malfunction and de-chlorination tablets were placed in the water flow going to the Lititz Run. It has been 427 days since last time injury. After presentation, Mobley moved, Sensenich seconded to accept the March 2020, Monthly Inframark Report. Motion passed unanimously.

Application for Payment No. 8 – Filter Media Replacement Project

Upon presentation, Mobley moved, Greiner seconded to approve the Application for Payment No. 8 from M2 Construction for the Filter Media Replacement Project at the Water Plant @ \$54,896.00. Motion passed unanimously.

SUB-COMMITTEE ON STREETS AND TRAFFIC:  
Fourth of July Celebration Special Event Permit Application

After discussion, Sensenich moved, Mobley seconded to approve a Special Event Permit Application and fireworks application from the Lititz Springs Park Board for the Fourth of July 202nd Celebration with activities in the Lititz Springs Park on July 4, 2020, rain date July 6, 2020, 12:00 Noon - 12:00 Midnight, needing eight special event staff, and closing Maple Street, pending future social distancing orders from the Governor. 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 at Broad Street, the first block of N. & S. Cedar Street and first block of Water Street for a Cruise Night Car Show on August 12, 2020, from 5:30 P.M. to 9:00 P.M., having the need for five-six event staff positions, pending future social distancing orders from the Governor. Motion passed unanimously.

Lititz Bike Works Small Town Business Slow Ride

Sensenich saw a facebook post for a Small Business Slow Ride sponsored by the Lititz Bike Works tentatively scheduled for June 13, 2020, at 10:00 A.M., at 315 Clay Road, and ride as a group into Lititz to support the downtown businesses who have been hit hard because of the COVID-19 crisis. They are to be reminded that there is a process for these activities.

SUB-COMMITTEE ON FINANCES:  
LST Refund Request

Mobley moved, Sensenich seconded to approve a 2019 LST refund request from Morgan Miller @ \$51, as she did not earn the minimum required amount. Motion passed unanimously.

Financial Statement/Bills

Mobley moved, Brubaker seconded to approve the Financial Statement and pay the bills. Motion passed unanimously. The Finance Committee has been meeting with Barry to monitor the COVID-19 crisis and the impact on the Borough's finances. Some time ago, Council adopted a Fund Balance Policy that requires the Borough to maintain a General Fund balance sufficient to fund appropriate cash flows of the Borough, to provide financial reserves for unanticipated expenditures and/or revenue shortfalls of an emergency nature, etc. Updates will be provided.

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 5, 2020 - Tuesday - Planning Commission Meeting - 7:00 P.M. (webconf)
- \*\*\*\* May 12, 2020 – Tuesday – Council Meeting – if called by the President
- May 18, 2020 – Monday – Zoning Hearing Board Meeting – 7:00 P.M. (webconf)
- \*\*\*\* May 26, 2020 – Tuesday – Council Meeting - 7:00 P.M. (webconf)

Other Meetings, etc.:

- April 27, 2020 – Monday – Lititz Fire Co. – Fire House – 7:00 P.M. (cancelled)

Monthly Meeting Date Reminders (Cont)

\*\*\*\* April 28, 2020 – Tuesday – Council Meeting – Council Chambers - 7:00 P.M. (webconf)  
May 4, 2020 – Monday – Lititz Public Library Board – Library - 7:00 P.M. (webconf)  
May 12, 2020 – Tuesday - MS4 Committee - Conference Room – 3:30 P.M. (webconf)  
May 18, 2020 – Monday - Parks Committee – Conference Room – 4:00 P.M. (tbd)  
May 18, 2020 – Monday - HAAC – Conference Room - 6:00 P.M. (webconf)  
May 18, 2020 – Monday – Lititz Fire Co. – Fire House – 7:00 P.M. (tbd)  
May 19, 2020 – Tuesday – WRRRC Board – Lititz recCenter – 8:30 A.M. (tbd)  
May 19, 2020 – Tuesday – Warwick School Board – District Office – 7:00 P.M. (tbd)  
May 21, 2020 – Thursday – Regional Built/Natural Infrastructure – Elizabeth Twp – 7:30 A.M. (tbd)  
\*\*\*\* All Council members should plan to be at these meetings.

REPORT OF THE PUBLIC WORKS FOREMAN, FACILITIES MANAGER &  
ENVIRONMENTAL COORDINATOR:

The PWD employees plan on coming back full time on May 11, 2020, keeping social distancing, wearing masks and wiping down the trucks due to CORVID-19. The final details of the Sewer Interceptor Relocation Agreement between Lititz Borough and Lititz Reserve regarding the watertight manhole frame and cover rating, and the completion date for Phase 2 of the interceptor relocation, should be worked out by the end of the week and work on Phase 1 is scheduled to start May 18, 2020. Mr. Rehab will be in soon to clean, televise and prep for the lining of the sewer mains on Main Street and N. Water Street, with lining done at night. The Arrowhead Drive pit vault is due to be delivered on May 15, 2020, and PWD will be installing the high line. Jordan Garner joins Tyler Toburen in having a Class E Water Operator Certification through PADEP. Outfall inspections will resume after the rain stops.

REPORT OF THE MAYOR & CHIEF OF POLICE:

The Mayor received a call from Cargill Minnesota that the Wilbur plant on E. Lincoln Avenue will be furloughing employees due to purchasing being down. To show appreciation for essential workers who are on the front lines of the COVID-19 pandemic, LPN is encouraging residents in Lititz Borough and Warwick Township to make some noise on their front porches and yards in concert with their neighbors on April 29, 2020, at 7:00 P.M. The LBPd will be back to full time on May 1, 2020, following COVID-19 orders. If the Governor's stay-at-home social distancing measures are lifted on May 8, 2020, administrative staff will be back full time on May 11, 2020. Police call volume is down but there are rises in domestic incidents.

REPORT OF THE DIRECTOR OF COMMUNITY PLANNING

The Lititz Shirt Factory paving project has run into a stormwater problem. Comcast started using phone and electrical easements, as can be done through Federal law. The Toy Soldier has not been sold yet, as the sales agreement is contingent on resolving the EDUs. After a review of the financial status of the COVID-19 impact in May, the status of the S. Broad Street Planning Study should be known.

PETITIONS, CORRESPONDENCE AND QUESTIONS:

There were no public comments that came in via email or written submission. There being no further business, the meeting adjourned at 7:45 P.M. on a motion by Greiner with a second by Brubaker.

Respectfully submitted,

  
Sue Ann Barry  
Secretary/Treasurer