

LITITZ BOROUGH COUNCIL  
Minutes of Meeting Held April 26, 2022  
Council Chambers, 7 South Broad Street, Lititz, PA & Zoom

The regular April 26, 2022, Lititz Borough Council meeting was conducted as a hybrid meeting, in person in Council Chambers and virtually utilizing Zoom, which is a cloud-based platform for remote video and audio conferencing. The meeting was called to order at 7:00 P.M. by President Weaver with Council members Brubaker, Greiner, Mobley and Sensenich present. Lee was excused. Others present were Mayor Snyder, Sue Ann Barry, Chief Kerry Nye, Elijah Yearick, Andy Garner, Jordan Garner, Rob McFadden, Scott & Carter Hain, Nathan Laucks, Zach Pennepacker, Donnie Rogers and his father, Jeff Rinehimer, Rich Motz, Rev. John Knudson, and Chris Strayer. Pete Smith and his father arrived later. In virtual attendance was Thomas Comitta, Laura Knowles of the Lititz Record Express, Tami X, and Thomas X. The meeting opened with a moment of silence followed by the pledge of allegiance led by the Mayor. On a motion by Mobley with a second by Sensenich, the minutes of the March 29, 2022, Council meeting were unanimously approved. The President acknowledged a donation in lieu of taxes from Lititz Church of the Brethren.

PRESENTATIONS:  
Troop 142 Eagle Scout Project

Donnie Rogers of Troop 142 presented an Eagle Scout Project Fundraiser he is proposing consisting of scout volunteers cleaning and repainting fire hydrants throughout the Borough on May 14, 2022, with a rain date of May 15, 2022. All materials (brushes, drop cloths, reflective tape) will be donated with the exception of the paint. He explained safety precautions that will be in place and the Borough being named an additional insured. Council commended Rogers on his project and offered their support.

Form Based Code Amendments for General Business Gateway District

Outreach has taken place to the property owners in the Southern General Business Gateway District for comments on the Thomas Comitta Associates, Inc. proposed updates to the Zoning and Subdivision Land Development Ordinances to better achieve the vision depicted in the Derck & Edson Southern Gateway Plan, including minor adjustments suggested by Council. LCPC had no comments. These form based code amendments have produced the following comments:

ELA Group, 743 S. Broad Street:

- For large retail and parking garages, Special Exceptions be considered Conditional Uses instead – agreed;
- Retail uses under 5,000 sq.ft. be updated to include per retail space - agreed;
- Include Derck & Edson maximum setbacks of 40' – agreed;
- Traditional character photos should be of Lititz – n/a;
- Use of Institute of Transportation Engineers (ITE) parking generation standards – agreed for future update.

Keller Bros. Ford Lititz, 740 S. Broad Street:

- Submit a letter of intent for a 5-year future expansion to grandfather – agreed.

South Central Transit Authority (SCTA):

- Support plan for bus stop enhancements – agreed.

A revised draft of the form based code amendments will be sent to Planning Commission and to Council for a Public Hearing to be scheduled during the May 31, 2022, Council meeting, anticipating adoption in August.

RESOLUTION NO. 949:  
Shade Tree Commission Authorization of Trees Behind Sidewalks

Upon presentation, Sensenich moved, Mobley seconded to approve Resolution No. 949, adopting a declaration of shade tree, for trees planted outside the public right-of-way in certain circumstances. Motion passed unanimously.

SUB-COMMITTEE ON SEWER AND WATER SERVICES:  
VFDs for Pumps at Water Plant

Upon presentation, Mobley moved, Sensenich seconded to accept the proposal from Garden Spot Electric, Inc. @ \$11,450.00, for installing VFD in existing MCC bucket for 50HP pump at the Water Plant. Motion passed unanimously. Upon presentation, Mobley moved, Sensenich seconded to accept the proposal from Garden Spot Electric, Inc. @ \$18,600.00, for installing VFD in existing MCC bucket for 125HP pump at the Water Plant. Motion passed unanimously.

Inframark Report

Laucks and Pennepacker reviewed the most recent Inframark Report. Even though the latest and the fourth quarter WET Toxicity Reduction test passed, another quarterly test will be scheduled as DEP comments have not yet been received. All three water tanks are due to be inspected in 2023, but Council will consider having them inspected in 2022, as that information may be valuable considering current discussions with Warwick Township on building a water tower north of the Borough. Mobley moved, Sensenich seconded to accept the Inframark February 2022, Monthly Report. Motion passed unanimously.

SUB-COMMITTEE ON STREETS AND TRAFFIC:  
Lititz Spring into History Festival Special Event Application

Upon presentation, Sensenich moved, Mobley seconded to approve a Special Event Application from the Lititz Historical Foundation for the Lititz Spring into History Festival on Saturday, June 4, 2022, from 8:00 A.M. - 5:00 P.M., with historical displays in the garden and facility, and having a food truck parked in front on Main Street. Motion passed unanimously.

Fourth of July Celebration Special Event Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve a Special Event Permit Application and fireworks application from the Lititz Springs Park Board for the Fourth of July Celebration with activities in the Lititz Springs Park on Saturday July 2, 2022, rain date July 3, 2022, 12:00 Noon - 12:00 Midnight, closing Maple Street from Spruce Street to the Warwick High School, with meters bagged in front of the Lititz Springs Park and needing six special event staff. Motion passed unanimously.

Linden Hall Fire Pit Weekend Activity Permit Application

Upon presentation, Sensenich moved, Mobley seconded to approve an Activity Permit Application from Linden Hall for a Fire Pit Weekend Activity, evenings year-round (typically in the fall and winter) at the campus near the dining hall. Motion passed unanimously.

Walking Tours of Main Street Activity Permit Application

Upon presentation, Sensenich moved, Mobley seconded to approve an Activity Permit Application from the Lititz Historical Foundation for Walking Tours of Main Street from April 29, 2022 to October 31, 2022, starting at the Lititz Springs Inn and Spa and ending at Linden Hall, by reservation only. The tours will be for up to eight people, take ~45 minutes and occur anytime between 9:00 A.M. and 5:00 P.M. Folks will stay on the sidewalks at all times. Motion passed unanimously.

The Great Water Ball Race Activity Permit Application

Upon presentation, Sensenich moved, Mobley seconded to approve an Activity Permit Application from the Young Men's Business League for The Great Water Ball Race in the Lititz Springs Park on August 27, 2022, 11:00 A.M. – 2:00 P.M., expecting attendance of ~100. Motion passed unanimously.

SUB-COMMITTEE ON FINANCES:  
LST Refund Requests

Mobley moved, Sensenich seconded to approve a 2021 LST refund request from Agnes DeAbrev @ \$24.00, as she did not earn the minimum required amount. Motion passed unanimously. Mobley moved, Sensenich seconded to approve a 2021 LST refund request from Carter Hain @ \$22.00, as he did not earn the minimum required amount. Motion passed unanimously. Mobley moved, Sensenich seconded to approve a 2021 LST refund request from Susan Garner @ \$52.00, as she did not earn the minimum required amount. Motion passed unanimously.

Financial Statement/Bills

Mobley highlighted invoices this month related to the Borough-wide water leak survey, the in-car component of the Axon Ecosystem Police Technology Program and the Inframark annual reconciliation. Mobley moved, Sensenich seconded to approve the Financial Statement and pay the bills. Motion passed unanimously.

SUB-COMMITTEE ON PERSONNEL:  
Appointments to Committees

Upon presentation, Greiner moved, Sensenich seconded to appoint Charity Burkhart as Alternate on the Zoning Hearing Board. Motion passed unanimously. Upon presentation, Greiner moved, Sensenich seconded to accept the resignation of Charity Burkhart from the Historical Area Advisory Committee. Motion passed unanimously. Upon presentation, Greiner moved, Sensenich seconded to appoint Donna Carson to Charity Burkhart's position on the Historical Area Advisory Committee. Motion passed unanimously.

SUB-COMMITTEE ON BUILDINGS AND GROUNDS:  
Orienteering Course Eagle Scout Project

Council received a power point presentation from Troop 142 Boy Scout Pete Smith on his interest in designing a permanent orienteering course connecting parks in Lititz for an Eagle Scout Project. He would place small 5"x5" plaques with QR codes mostly on existing structures at each stop for participants to find. The course would be available for public use and for scouts learning orienteering skills. He explained possible routes and parks to include the Lititz Springs Park, Revolutionary War Memorial, Oat Street Wetlands, New Street Park, Butterfly Acres, and Spruce Street Park. Council supported the project.

REPORT OF THE BOROUGH ENGINEER:

Hain provided a brief update to the Report of the Borough Engineer, reviewing shop drawings for the Golden Street Project, construction and E&S observation on Warwick Woodlands Phase 2, Warwick Fieldhouse and Dunkin Donuts, coordinating structural wall design for Oak & Main Street culvert headwall project, and MS4 activities.

REPORT OF THE JUNIOR COUNCIL PERSON

Junior Council Person Carter Hain reported that the Warwick High School Keystone Exams are coming up, the string concert was just held and the sports teams are doing well.

REPORT OF THE BOROUGH MANAGER:  
Monthly Meeting Date Reminders

The Borough Manager reminded Council of the following meeting dates, per submitted report & update. Many public meetings will be held live and/or web conferencing (hybrid).

Monthly Meeting Date Reminders (Cont)

Regular Meetings:

May 3, 2022 – Tuesday – Planning Commission Meeting – 7:00 P.M. (cancelled)  
May 10, 2022 – Tuesday – Council Meeting – 7:00 P.M. – If called by the President  
May 16, 2022 – Monday – Zoning Hearing Board Meeting – 7:00 PM. - Chambers

\*\*\*\* May 31, 2022 – Tuesday – Council Meeting – 7:00 P.M. (hybrid)

Other Meetings, etc.:

April 25, 2022 – Monday – Lititz Fire Co. – Fire House – 7:00 P.M.

\*\*\*\* April 26, 2022 – Tuesday – Council Meeting – 7:00 P.M. (hybrid)

April 27, 2022 - Tuesday – LCBA – Clipper Magazine Stadium - 6:00 P.M.

May 2, 2022 – Monday – Lititz Public Library Board – Library - 7:00 P.M.

May 10, 2022 – Tuesday - MS4 Committee – 3:30 P.M. (hybrid)

May 16, 2022 – Monday - Parks Committee – 4:00 P.M. (hybrid)

May 16, 2022 – Monday - HAAC Meeting – Conference Room - 6:00 P.M.

May 17, 2022 – Tuesday - Partners Meeting – WSD -12:00 Noon

May 17, 2022 – Tuesday – Warwick School Board – WSD - 7:00 P.M.

May 19, 2022 – Thursday – Regional Built/Natural Infrastructure – 7:30 AM (webconf)

May 23, 2022 – Monday – Lititz Fire Co. – Fire House – 7:00 P.M.

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

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

The PWD has hit rock while working on the Spruce Street Water Main Project. Two trees on E. Second Avenue have been compromised as roots were removed to install steel plates for the paving project. The Shade Tree Commission and an arborist believe the trees should be removed, however, PPL electric wires are complicating matters. The ion exchange unit #2 is scheduled for touch up paint on April 29, 2022. A letter of agreement was signed with MHS Consulting for a water system tabletop exercise this year. The police garage door has been installed at PWD facility and the final punch list walk through is scheduled for April 27, 2022. The police vehicles were moved in on April 22, 2022. J&J has been engaged for the Industrial Waste Agreement renewal.

REPORT OF THE DIRECTOR OF COMMUNITY PLANNING

Yearick reported that the Cedar Street bridge replacement has begun and the unmarked water line found was from the paper mill at that location. Sen. Aument's office was contacted to motivate Windstream to provide a schedule for their utility relocation. Outreach to Bergman continues to ensure the runabout line planning is on track. The Green Light Go Grant Project is in process. The Sixth Street Park Focus Group met last week. There is still no schedule for the E. Main Street paving.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:20 P.M. on a motion by Greiner with a second by Sensenich.

Respectfully submitted,



Sue Ann Barry  
Secretary/Treasurer