

LITITZ BOROUGH COUNCIL
Minutes of Meeting Held August 28, 2018
7 S. Broad Street, Lititz, PA

The regular meeting of the Lititz Borough Council was called to order at 7:00 P.M. on August 28, 2018, by President Weaver with Council members Bear, Greiner, Hain, Lee, and Sensenich present. Others in attendance were Mayor Snyder, Sue Ann Barry, Elijah Yearick, Andy Garner, Chief Kerry Nye, Todd Kauffman, Peter Smith, Samuel Habbershon with family and friends, representatives from the Borough Police Department and the Lititz Fire Co., Carol Deem, Susan Tennant, Eva Hain, Doug Stoner, Diane Brandt, Travis Dantine, Jeffrey Dagen, and Laura Knowles of the Lititz Record Express. The meeting opened with a moment of silence followed by the pledge of allegiance led by the Mayor. On a motion by Sensenich, with a second by Greiner, the minutes of the July 31, 2018, Council meeting were unanimously approved. The President acknowledged a donation in lieu of taxes from Word of Life Mennonite Fellowship.

PETITIONS, CORRESPONDENCE AND QUESTIONS:
Hire & Swear In New Patrol Officer

After welcome and introductions, the Mayor administered the Oath of Office to Samuel Habbershon as Patrol Officer, effective September 17, 2018.

Swear In Junior Council Person

After introduction by Hain, Mayor Snyder administered the Loyalty Oath to Eva Hain as Junior Council Person for the 2018-2019 school year, representing Linden Hall. She was welcomed by all. Weaver called for a 5 minute recess for photos with the new Patrol Officer and Junior Council Person. The new officer, family and friends, and representatives from the Borough Police Department and the Lititz Fire Co. left after the break.

Presentation from the Lititz Public Library

Lititz Public Library Representatives Susan Tennant and President of the Board of Trustees Carol Deem were present. Tennant highlighted the importance of libraries for all citizens and that the Lititz Public Library is the cornerstone of the community and an investment in the Lititz community. As Tennant is retiring in the Spring of 2019, she thanked Council for the wonderful partnership they have had over the last fifteen years. Deem thanked Council for their generosity and continued support. Weaver thanked the library for their services.

Request for Temporary Closure of Juniper Lane

Representatives from TONO Group, Travis Dantine and Jeffrey Dagen, representing 5 Juniper Lane owner James Hoffer, requested temporary, partial lane closure of Juniper Lane to accommodate repair work to the building. It is the owner's desire to safeguard and maintain the exterior of the building and its historic character. They intend to replace and repair exterior features of the building including brick walls, windows and wood roof soffits. The property has a zero lot line along Juniper Lane, therefore, an area of eight feet in width will be needed to do the work. It is anticipated that the work will take place on October 1, 2018, through November 20, 2018. The proposal has been discussed with adjacent property owners Michael Hess and R. Scott Hufford and they have no objections. There was a recommendation to possibly have Juniper Lane one-way at least during this eight week construction time. The Chief was given the latitude to make that decision.

After additional discussion, Hain moved, Sensenich seconded to approve a request from TONO Group for temporary, partial lane closure of Juniper Lane to accommodate repair work to the building owned by James Hoffer and located at 5 Juniper Lane, replacing and repairing exterior features including brick walls, windows and wood roof soffits, during the period of time from approximately October 1, 2018 through November 20, 2018. This approval is conditional on them also contacting the Warwick School District and the General Sutter Inn due to the proximity of those locations to the site. Motion passed unanimously.

REPORT OF THE BOROUGH ENGINEER:
Broad Street Sidewalk Replacement Project

Because there were a number of Broad Street property owners who did not replace their sidewalk as required when PennDOT resurfaced the road two years ago, the project was placed out to bid and then the Borough will invoice the property owners. On a motion by Hain with a second by Greiner, the following bids for the Broad Street Sidewalk Replacement Project were unanimously accepted, as follows:

- Affordable Paving & Excavating, LLC \$ 49,680.65
- Construction Masters Services, LLC \$121,772.00

Upon presentation, discussion and recommendation by the Borough Engineer, Hain moved, Greiner seconded to award the contract for the Broad Street Sidewalk Replacement Project to Affordable Paving & Excavating, LLC @ \$49,680.65. Motion passed unanimously.

Warwick Woodlands North Sanitary Sewage Pumping Station Dedication

Upon presentation and recommendation by the Borough Engineer, Hain moved, Sensenich seconded to accept the Warwick Woodlands North Sanitary Sewage Pumping Station for dedication, with the outstanding issues to be addressed. Motion passed unanimously.

Warwick Woodlands Phase 2 Time Extension

Upon presentation, Lee moved, Greiner seconded to approve a request for an extension of time to address the remaining plan review comments on the 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 request is extended until December 18, 2018. Motion passed unanimously.

REPORT OF THE BOROUGH MANAGER:
Monthly Meeting Date Reminders

Regular Monthly Meetings:

- September 4, 2018 - Tuesday - Planning Commission Meeting - 7:00 P.M.
- **** September 11, 2018 – Tuesday – Council Meeting – 7:00 P.M.- If called by the President
- September 17, 2018 – Monday – Zoning Hearing Board Meeting – 7:00 P.M.
- **** September 25, 2018 – Tuesday – Council Meeting - 7:00 P.M.

Other Meetings, etc.:

- August 27, 2018 – Monday – Lititz Fire Co. – Fire House – 7:00 P.M.
- **** August 28, 2018 – Tuesday – Council Meeting – 7:00 P.M.
- September 10, 2018 – Monday – Lititz Public Library Board - Library 7:00 P.M.
- September 11, 2018 – Tuesday – MS4 Committee - Conference Room – 3:30 P.M.
- September 12, 2018 – Wednesday – Venture Lititz – Conference Room – 7:30 A.M.
- September 13, 2018 – Thursday – Safety Committee Meeting – 2:00 P.M.
- September 14, 2018 – Friday – LGH CEO & CFO – Conference Room – 2:00 P.M.
- September 17, 2018 - Monday - Parks Committee – Conference Room – 4:00 P.M.
- September 17, 2018 – Monday - HAAC – Conference Room - 6:00 P.M.
- September 18, 2018 – Partners Meeting - recCenter- 12:00 Noon
- September 18, 2018 – Tuesday – Flood Control Comm – Conference Room – 3:30 P.
- September 18, 2018 – Tuesday – Warwick School Board – District Office – 7:00 P.M.
- September 20, 2018 – Thursday – Regional Housing & Economic Dev't – Lititz– 7:30 AM
- September 24, 2018 – 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 DIRECTOR AND FACILITIES MANAGER:

The 2018 Resurfacing Project has been completed. Two sinkholes were repaired; one on W. Lemon Street, and one on Kissel Hill Road. The Second Avenue sinkhole repair work is on schedule. Clean up after the Craft Show was respectful and the day went well. USG completed televising areas of the sewer system in advance of PennDOT's paving work. PWD temporarily repaired a sanitary sewer manhole near the WWTP that blew due to all of the rain. The parking stalls that were painting along W. Orange Street near Spruce Street seem to be working.

REPORT OF THE DIRECTOR OF COMMUNITY PLANNING:

The current firm PennDOT is using to evaluate the Cedar Street Bridge Project has not had their contract renewed and since a new firm will need to be hired and educated, Rettew believes it will be a 2020 construction project rather than a 2019 project. LutherCare may want to rezone a portion of their site to supply a different type of product which would mean demolition and rebuilding and a conditional use hearing. If this were to be the case, Council agreed that a Master Plan would need to be submitted. All of the grant projects are progressing well – Low Volume Road Projects, Oak Street Floodplain Restoration Project, Green Light-Go Projects. Hain cautioned not to put too much effort into patching Lock Up Lane if it is to be repaved soon.

REPORT OF THE JUNIOR COUNCIL PERSON:

Junior Council Person Eva Hain provided an update of activities at Linden Hall. With school just starting on August 20, 2018, there was a family picnic and traditional Lotus Ceremony. There are 215 students enrolled with 50 seniors and 36 countries represented. They are preparing for the fall play.

SUB-COMMITTEE ON SEWER AND WATER SERVICES:

The Water Plant Salt Building Roof Replacement is ahead of schedule. During WWTP high flow events, samples were collected and tests did not show any excursions. An unannounced DEP inspection took place at the WWTP and that is when they found the sewer manhole that needed repaired. Staff is working on the 2019 Budget.

SUB-COMMITTEE ON STREETS AND TRAFFIC:

Activity Permit Application for & The Beat Goes On Bounce Fest

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application from the Children's Heart Foundation for & The Beat Goes On Bounce Fest in the Lititz Springs Park on September 15, 2017, from 9:00 A.M. – 7:00 P.M., to raise awareness about Congenital Heart Disease. It is a family day in the park with bounce houses, games, face painting, etc. Motion passed unanimously.

Activity Permit Application for Schaufert-Larkin Wedding

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application for the Schaufert-Larkin wedding in a tent in the backyard of the Larkin's at 208 N. Elm Street, with 140 attendees, on October 6, 2018, from 4:00 P.M. to 11:30 P.M. Motion passed unanimously.

Lititz Historical Foundation Annual Christmas Carol Sing Activity Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application from the Lititz Historical Foundation and Moravian Archives for the Annual Christmas Carol Sing on December 13, 2018, from 6:30 P.M. - 8:30 P.M. Motion passed unanimously.

Activity Permit Application for Lititz UMC Prayer Week

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application for Lititz UMC Prayer Week at the Lititz United Methodist Church, 201 Market Street, the week of September 24-30, 2018, 5:00 P.M. - 8:00 P.M., with a supervised fire pit for s'mores. Motion passed unanimously.

Activity Permit Application for Venture Lititz Gala – A Passport to Paris

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application from Venture Lititz to hold their annual gala, this year's theme - A Passport to Paris - at the Brownstone Manor, corner of Broad & Orange Streets, on October 13, 2018, from 6:00 P.M. to 10:00 P.M. Motion passed unanimously.

Activity Permit Application for Simply Christmas

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application for the 7th Annual Simply Christmas, a celebration of Christmas through simplicity with children's games and singing and a supervised fire pit for s'mores at the Lititz United Methodist Church, 201 Market Street, on December 9, 2018, 4:00 P.M. - 8:00 P.M. Motion passed unanimously.

Handicapped Parking Space

Upon presentation, Sensenich moved, Greiner seconded to approve a request for a handicapped parking space for William W. Brandt, 210 N. Cedar Street. Motion passed unanimously.

SUB-COMMITTEE ON PLANNING:
September Agenda Items

The items on the September Planning Commission Agenda include allowable uses and adaptive re-uses in the Commercial District and pedestrian access for 5 Juniper Lane. Proposed changes to the Wilbur development retaining wall, possible alterations to the building facade and the addition of sixteen more apartments to the site were points of discussion at a staff meeting.

SUB-COMMITTEE ON ZONING:
Request to Waive Lititz Fire Co. Building Permit Fee

Upon presentation Hain moved, Sensenich seconded to approve a request to waive the Borough's building permit fee of \$34.50, for the installation of the Lititz Fire Co.'s standby generator. Code Administrators is going to reimburse their fee. Motion passed unanimously.

SUB-COMMITTEE ON LITITZ REC AND WRRC:
Parks

Hain presented the 2018 Summer Playground Program Overview and participants have increased over last year, with the Lititz Springs Park & Pool Program the best attended. The Parks Committee will be reviewing participation in the harmony playground and the 2019 budget. Venture Lititz may participate in sustainable plantings and multi-functional buffer in the New Street Park.

SUB-COMMITTEE ON FLOOD CONTROL COMMITTEE/STORMWATER:
Stormwater Projects

Hain reported on the status of ongoing stormwater projects, i.e., low volume road projects, Oak Street project, WCAA, green ally project. A couple of the projects that are near completion are showing positive results.

REGIONAL COMMITTEE REPORTS:
Regional Built and Natural Infrastructure Committee Meeting

The following subjects were discussed at the August Regional Built and Natural Infrastructure Committee meeting: 2018 transportation projects, future transportation projects, rail trail, water and sewer, telecommunications, mapping of riparian buffers. Also, discussed was updating the PA Rt. 772 Rerouting Study and it will be an agenda item for their November meeting.

FINANCIAL STATEMENT/BILLS

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

OTHER BUSINESS:
Downtown Public Restrooms

Chief Nye would like to have two portable handicap accessible restrooms placed downtown along Sturgis Lane on a temporary basis which could provide information leading to a more permanent solution in the future, as there is a need for restrooms on Main Street. The restrooms at the Visitor's Center are not always open. A permanent solution needs more thought before temporary restrooms be installed. Venture Lititz will follow up.

Police Car Garage

The property that has been housing the parked police cars has been sold and they are looking for a tenant to pay the market rate. The Borough has been renting that garage for next to nothing for over twenty years. The Sub-Committee on Buildings, Grounds and Swimming Pool will meet and brainstorm an alternate place for the parked cars, i.e., on the Borough Garage property or other alternatives.

Comcast Co-locating on the Cedar Street Crossing

Comcast Cable Co. has submitted an application to the PUC to co-locate on the N. Cedar Street Norfolk Southern railroad property to upgrade their data service.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:30 P.M. on a motion by Greiner with a second by Sensenich.

Respectfully submitted,


Sue Ann Barry
Secretary/Treasurer