

LITITZ BOROUGH COUNCIL
Minutes of Meeting Held December 18, 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 December 18, 2018, by President Weaver with Council members Bear, Greiner, Lee, and Sensenich present. Hain and Junior Council Person Hain were excused. Others in attendance were Mayor Snyder, Sue Ann Barry, Andy Garner, Chief Kerry Nye, Elijah Yearick, Peter Smith, William Cassidy, Michael & Karen Healy, Kyle Solyak, Corey Salzano, Jeffrey & Barbara DeFrank, Ken Arnold, Susan Shirk, Rev. Tom Gotwalt, and Laura Knowles of the Lititz Record Express. Todd Kauffman arrived later. The meeting opened with a prayer by Rev. Gotwalt followed by the pledge of allegiance led by the Mayor. On a motion by Sensenich, with a second by Greiner, the minutes of the November 27, 2018, Council meeting were unanimously approved. The President acknowledged a donation in lieu of taxes from the Moravian Congregation of Lititz.

PETITIONS, CORRESPONDENCE AND QUESTIONS:
Petition to Vacate a Portion of Fourth Avenue

President Weaver recessed the regular meeting and opened a Public Hearing to receive public comments on vacating and abandoning an unopened portion of Fourth Avenue and amending the Official Map. On behalf of Michael & Karen Healy, 522 S. Spruce Street, and Joan Clair, 608 S. Spruce Street, William Cassidy of Appel & Yost, LLP, submitted a Petition to Vacate a Portion of Fourth Avenue at the November 27, 2018, Council meeting which was accepted by Borough Council. A 1920 Borough Map shows a future extension of Fourth Street that lies between the Healy and Clair properties and abuts the property owned by Dale and Cynthia Wittenberg. The portion of Fourth Avenue was not opened by the Borough in 21 years. The unopened portion of Fourth Avenue may not be opened without the consent of a majority of the abutting property owners. The Wittenberg's released any easement and right of access over the unopened portion of Fourth Street through a Declaratory Judgement. There is potential access from Walnut Street and/or Sixth Street in the future if the land owner changes and would like to develop more of their tract. The Healy's and Clair plan to put curb and sidewalk over the Fourth Avenue stub to accommodate a neighbor who is in a wheelchair.

Jeffrey & Barbara DeFrank, 603 S. Spruce Street, stated that the Healy's are wonderful neighbors who maintain this area of proposed Fourth Avenue meticulously. He stated that he is 100% in favor of the request to take Fourth Avenue off the Official Map and add sidewalk for the neighbor in a wheelchair. Ken Arnold, 518 S. Spruce Street, witnesses two neighbors in wheelchairs attempting to traverse this area and agrees with taking the portion of Fourth Avenue off the Official Map. Susan Shirk, 628 S. Spruce Street, said that she would love to see a sidewalk there as she walks her dog and after it rains and the ground is wet, they have to go out into the street and walk at that location.

Mike Healy complimented Yearick for his assistance, and the Planning Commission and Borough Council for their support. There being no further comments, Weaver closed the Public Hearing. On a motion by Greiner with a second by Sensenich, Ordinance No. C-567, abandoning an unopened portion of Fourth Avenue and amending the Official Map was unanimously approved.

Request a Portion of Juniper Lane to Become One-Way

Kyle Solyak, Director of Architecture for the TONO Group, is planning on having curb and sidewalk installed along Juniper Lane for folks to safely reach the property at 5 Juniper Lane as it is being redeveloped into a brewpub and an event space. They will be entering into a maintenance agreement with Mike Hess, the owner of the adjacent building. Solyak requested that Juniper Lane become one-way from Raspberry Lane to Broad Street. The Chief recommended that Juniper Lane be one-way eastbound from Broad Street to Raspberry Lane. There will be no impact to the neighbors loading zone and the neighbors are not opposed to the one-way scenario. Venture Lititz supports the one-way eastbound for a variety of reasons. There will be coordinated signage and painted arrows. Sensenich moved, Lee seconded to advertise an ordinance to make Juniper Lane, from Broad Street to Raspberry Lane, one-way eastbound. Motion passed unanimously.

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:

**** January 8, 2019 - Tuesday - Planning Commission Meeting - 7:00 P.M. (Canceled)
**** January 8, 2019 – Tuesday – Council Meeting – If called by the President
January 28, 2019 – Monday – Zoning Hearing Board Meeting – 7:00 P.M.
**** January 29, 2019 – Tuesday – Council Meeting - 7:00 P.M.

Other Meetings, etc.:

December 17, 2018 – Monday - Parks – Conference Room – 4:00 P.M. (Canceled)
December 17, 2018 – Monday - HAAC – Conference Room - 6:00 P.M.
December 17, 2018 – Monday – Lititz Fire Co. – Fire House – 7:00 P.M.
December 18, 2018 – Tuesday – WRRC – Lititz recCenter – 8:00 A.M. (Canceled)
**** December 18, 2018 – Tuesday – Council Meeting – Council Chambers - 7:00 P.M.
December 18, 2018 – Tuesday – Warwick School Board – District Office – 7:00 P.M.
December 19, 2018 – Wednesday – Lititz recCenter Holiday Luncheon – 11 AM – 2 PM
January 7, 2019 – Monday – Lititz Public Library Board - Library 7:00 P.M.
January 8, 2019 – Tuesday – MS4 Committee - Conference Room – 3:30 P.M.
January 9, 2019 – Wednesday – Venture Lititz – Conference Room – 7:30 A.M.
January 14, 2019 – Tuesday – WESC – Lititz Fire Co. – 6:00 P.M.
January 15, 2019 – Tuesday - Partners Meeting – Warwick Township - 12:00 Noon
January 15, 2019 – Tuesday – Warwick School Board – District Office – 7:00 P.M.
January 17, 2019 – Thursday – Regional Coordinating Meeting – Warwick– 7:30 A.M.
January 24, 2019 – Thursday, Lititz Sewer Authority – WWTP – 7:00 P.M.
January 28, 2019 – Monday - Parks Committee – Conference Room – 4:00 P.M.
January 28, 2019 – Monday - HAAC – Conference Room - 6:00 P.M.
January 28, 2019 – 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

The new Christmas stars on the light poles are working out well. Lee asked PWD to look at the rip-rap at North Lane for drainage issues.

REPORT OF THE MAYOR AND CHIEF OF POLICE

The Mayor attended the annual Christmas in the Park, tree lighting and community choral sing, in the Lititz Springs Park earlier this month.

REPORT OF THE DIRECTOR OF COMMUNITY PLANNING

Since Lancaster General Hospital has already begun rehabilitation to the Mill Building at 26 N. Cedar Street, the Zoning Officer has determined that the grandfathered use would be continued without interruption. The Borough received a TreeVitalize Grant for 2019.

SUB-COMMITTEE ON SEWER AND WATER SERVICES:

Council reviewed the monthly Inframark Report. There was nothing noteworthy to remark about.

Accept Water and Sewer Rate Study and Recommendations

Upon review of the December, 2018, Water and Sewer System Rate Study, Bear moved, Sensenich seconded to accept the Water and Sewer System Rate Study and recommendations. Motion passed unanimously. Bear moved, Sensenich seconded to advertise an ordinance for a marginal increase in water and sewer rates effective with the March 10, 2019, bills. Motion passed unanimously.

SUB-COMMITTEE ON STREETS AND TRAFFIC:

Lititz recCenter 5th Annual Adult Triathlon Special Event Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve a Special Event Permit Application from the Lititz recCenter for the 5th Annual Adult Triathlon on Sunday, August 4, 2019, 8:00 A.M. - 11:00 A.M., per submitted route. Motion passed unanimously.

Lititz Pretzel Fest Special Event Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve a Special Event Permit Application from the Local Kawanis Club for the Lititz Pretzel Fest on May 4, 2019, 10:00 A.M. - 3:00 P.M., in the shops of Lititz, and to bag the downtown parking meters during the event, reimbursing the Borough \$100.00 for the loss of revenue from the meters for the one day of courtesy parking. Motion passed unanimously.

Pretzel Twist Half Marathon Special Event Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve a Special Event Permit Application from the Schuylkill River Runners, LLC, for the Pretzel Twist Half Marathon on Saturday, June 1, 2019, 7:00 A.M. - 11:00 A.M., along the WERT with a small portion in the Borough. Motion passed unanimously.

Annual Epiphany Service Burning Activity Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application for St. Paul Evangelical Lutheran Church's Epiphany Service Burning of the Greens on January 6, 2019, 6:00 P.M. – 8:00 P.M. Motion passed unanimously.

Kiwanis Kids Day in the Park Activity Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application for Kiwanis Kids Day in the Park in Lititz Springs Park on May 11, 2019, 11:00 A.M. – 2:00 P.M., with games and snacks for children ages 12 and under. Motion passed unanimously.

Film Shoot for Brave the Dark Activity Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application for Inspiring Films to do a film shoot for "Brave the Dark" on E. Main Street from Water Street to Broad Street, January 3, 2019 and January 4, 2019, from 2:00 A.M. – 3:30 A.M., for some street scenes focusing on a 1973 Camaro driving through town at Christmastime, with no cars parked on the street overnight and the Christmas Stars remaining lit on the light poles. Motion passed unanimously.

Request to Close Kleine Lane for the Duration of the Wilbur Project

Wohlsen Construction is currently in progress of construction at the Wilbur building at 48 N. Broad Street and is requesting to close Kleine Lane from the public for the duration of the renovation project to ensure safety of neighbors and vendors. The adjacent property owners are in agreement with the request.

Request to Close Kleine Lane for the Duration of the Wilbur Project (Cont)

Chief Nye expressed his desire to see more than trestles put in place since they can get blown over, moved, knocked down, etc, which would result in the public continuing to use the street. Water barrels and gates were discussed. After further deliberation, Sensenich moved, Greiner seconded to conditionally approve Wohlson's request to close Kleine Lane to the public until the end of May 2019, once the Chief, Yearick, Wohlson, Fluid Conditioning Products and the Police Department agree on the appropriate approach to use and then communicate that approach to the Lititz Fire Co. Motion passed unanimously.

Warwick Woodlands Phase 2 Time Extension

Upon presentation, Lee 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 April 30, 2019. Motion passed unanimously.

Reduction in Letter of Credit for Moravian Manor, Warwick Woodlands

Upon the recommended by the Borough Engineer, Lee moved, Greiner seconded to reduce the security bond for the Wilbur Redevelopment Project, 48 N. Broad, LLC by \$27,046.04, to \$1,358,091.96. Motion passed unanimously.

SUB-COMMITTEE ON LITITZ REC AND WRRC:

Lititz Springs Swimming Pool Renovation Revised Memo and Agreement

Upon presentation and on a motion by Sensenich with a second by Lee, the following revised memo in reference to the renovation of the Lititz Springs Pool was unanimously approved:

- The Lititz recCenter Board will provide the majority of financing for a major overhaul of the Lititz Springs Pool, projected to begin in September, 2019, and anticipated for completion by May, 2020.
- The project costs will be limited to \$2.4 million. The recCenter will apply for a DCED grant in the amount of \$2 million toward the project. If the recCenter is not awarded a grant, they will absorb the funding within the existing recCenter's \$5 million credit line.
- A Community Capital Campaign will be undertaken by the recCenter that will target collection of \$500,000. The Borough will be the messenger of "The State of the Pool."
- Warwick Township has committed \$160,000, to the project. In 2019, Lititz Borough will continue to pay maintenance costs, which average \$30,000, per year. In 2020, Lititz Borough will contribute \$30,000, to the project.
- The recCenter is asking commitment by Elizabeth Township, Lititz Borough and Warwick Township to annually fund a separate Capital Reserve Fund of \$2,000, \$20,000 and \$40,000, respectfully per year, for five years after project completion. Warwick Township has committed to fund \$160,000, over ten years, provided that Lititz Borough commit to the \$10,000, per year for ten years. The Borough Council has committed to the \$10,000, per year for ten years.

Lititz Springs Swimming Pool Renovation Revised Memo and Agreement (Cont)

- Upon completion of the project, the existing land lease between Lititz Borough and the recCenter will be amended to include the recCenter and the pool. The recCenter will be responsible for the operations of the pool complex and ongoing maintenance.

Upon presentation, Sensenich moved, Lee seconded to approve Agreement No. 498, Cooperation Agreement with the Lititz recCenter for the Renovation of the Lititz Springs Pool. Motion passed unanimously.

SUB-COMMITTEE ON FLOOD CONTROL COMMITTEE/STORMWATER:
Walnut Street and Lockup Lane Storm Sewer and Green Alley Improvements Bids

The bids for the Walnut Street and Lockup Lane Storm Sewer and Green Alley Improvements Project came in higher than originally budgeted due to the inclusion of additional ADA ramps and the addition of resurfacing. On a motion by Greiner with a second by Sensenich, the following bids for the Walnut Street and Lockup Lane Storm Sewer and Green Alley Improvements Project were unanimously accepted, as follows:

• Anrich, Inc., Wayne PA	\$199,346.00
• Construction Master Services, LLC, Reading PA	\$229,505.55
• Custer Excavating, LLC, Hershey PA	\$215,624.00
• Doug Lamb Construction, Inc., Elizabethtown PA	\$291,318.00
• Farhart Excavating, LLC, Duncannon PA	\$283,650.00
• Flyway Excavating, Inc., Lititz PA	\$203,868.00
• H & K Group, Inc., Skippack PA	\$228,938.22
• J Phillips Excavating & Hauling, Lenhartsville PA	\$258,782.25
• Shiloh Paving & Excavating, Inc., York PA	\$204,995.00

Upon presentation, Greiner moved, Bear seconded to award the contract for the Walnut Street and Lockup Lane Storm Sewer and Green Alley Improvements Project to low bidder Anrich, Inc. @ \$199,346.00. Motion passed unanimously.

SUB-COMMITTEE ON PERSONNEL:
Resignations from Committees

Greiner moved, Sensenich seconded to regretfully accept Tim Essig's resignation from the HAAC, effective December 31, 2018. Motion passed unanimously. Greiner moved, Sensenich seconded to regretfully accept Sam Hess' resignation from the Lititz Sewer Authority after more than thirty years of service. Motion passed unanimously.

Appointment to Lititz Public Library Board

Greiner moved, Sensenich seconded to appoint Pricilla Stoner to serve as the Lititz Borough representative on the Lititz Public Library Board of Trustees. Motion passed unanimously.

Health & Sanitation Advisory Board

As the Health & Sanitation Advisory Board has not been called upon for assistance in years, Council discussed the possibility of abandoning the committee and asking the current members if they would like to serve on another Borough Committee, i.e. Lititz Sewer Authority.

SUB-COMMITTEE ON FIRE SERVICES/WESC:

Upon presentation, Greiner moved, Sensenich seconded to advertise an ordinance establishing a volunteer service credit program for volunteer fire companies and volunteer ambulance agencies. Motion passed unanimously. Lititz Fire Co. No. 1 Y-T-D fire calls reached 389.

SUB-COMMITTEE ON BUILDINGS, GROUNDS AND SWIMMING POOL:
Police Car Garage/Public Works Garage

The Borough can continue to rent the bottom part of the property that has been housing the parked police cars at the market rate. The Sub-Committee on Buildings, Grounds and Swimming Pool has met to brainstorm an alternative place for the parked cars, i.e., on the Borough Garage property or other land. The Lititz Car Co. real estate is for sale, but upon evaluation, it will not meet the Borough's needs. The Rollman Trucking property east of the Borough in Warwick Township may be coming up for sale and it will be assessed for a possible relocation place for the Borough Public Works Garage, with the current Public Works Garage possibly becoming the police car garage.

REGIONAL COMMITTEE REPORTS:
Venture Lititz

Sensenich reported on the last Venture Lititz meeting where Karen Weibel completed her final year on the Board.

REPORT OF THE FACILITIES MANAGER:

Kauffman arrived at this time. The Lititz Borough/Warwick Township joint I/I efforts have begun. The sewer main under the Cedar Street bridge will be replaced. J&J tied into a Borough manhole. An agreement will need to be established for the sewer main relocation for the Lititz Reserve development in Warwick Township @ \$800,000.

RESOLUTION NO. 890:
2019 Budget

Greiner moved, Bear seconded to approve Resolution No. 890, the 2019 Budget. Motion passed unanimously.

ORDINANCE NO. C-568
Real Estate Tax Rate for 2019

Bear moved, Greiner seconded to approve Ordinance No. C-568, establishing the Real Estate Tax rate for Year 2019 at 2 mills. Motion passed unanimously.

FINANCIAL STATEMENT/BILLS

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

ADJOURNMENT

There being no further business, the meeting adjourned at 8:05 P.M. on a motion by Greiner with a second by Sensenich.

Respectfully submitted,



Sue Ann Barry
Secretary/Treasurer