

LITITZ BOROUGH COUNCIL
Minutes of Meeting Held December 29, 2020
Zoom Remote Video and Audio Conferencing

Due to the coronavirus (COVID-19) pandemic and the Governor's social distancing measures, the December 29, 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 Express, 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, Rob McFadden, Cory Rathman, Maria DiStravolo Elliot, Sheila O'Rourke, Vanessa Smith, Holly DeKarske, Jason Tarbart, 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 November 24, 2020, Council meeting were unanimously approved as presented.

CONDITIONAL USE APPLICATION:
102-104 N. Broad Street (Toy Soldier)

Upon presentation by Maria DiStravolo Elliot of Barley Snyder, Greiner moved, Sensenich seconded to entertain an extension of a Conditional Use Hearing for the partial demolition of the Toy Soldier, 102-104 N. Broad Street, until the February 23, 2021, Council meeting instead of this meeting. Sheila O'Rourke of Gibbel, Kraybill & Hess acknowledged the extension. Motion passed unanimously.

PRESENTATIONS:
Fire & Ice Event 2021

At their September meeting, Council had requested an update to the Fire & Ice Event for 2021, to be given during their December meeting. Venture Lititz Executive Director Holly DeKarske stated that, due to COVID-19, Fire & Ice is cancelled for 2021, and instead an event called the Lititz Ice Walk will be held from February 12, 2021, to February 20, 2021, with ice only. There will be no street closures, no fire, no entertainment; just ice. Ice sculptures will be placed out every few days over the spaced out nine day event. VL wants to offer a safe, socially distanced, masked, outdoor, family-friendly experience while also providing the region with an economic boost. Discover Lancaster is going to be a presenting partner of the Lititz Ice Walk, assisting with sales and advertising.

RESOLUTION NO. 925:
2021 Budget

Upon presentation, Mobley moved, Sensenich seconded to approve Resolution No. 925, 2021 Budget. Motion passed unanimously.

ORDINANCE NO. C-585:
Water Tapping Fees

Mobley moved, Sensenich seconded to approve Ordinance No. C-585, Water Tapping fees @ \$1,251.00, effective January 1, 2021. Motion passed unanimously.

ORDINANCE NO. C-586:
Sewer Tapping Fees

Mobley moved, Sensenich seconded to approve Ordinance No. C-586, Sewer Tapping fees @ \$5,364.00, effective January 1, 2021. Motion passed unanimously.

ORDINANCE NO. C-587:
2021 Annual Real Estate Tax

Sensenich moved, Greiner seconded to approve Ordinance No. C-587, setting the 2021 annual real estate tax at 2 mills. Motion passed unanimously.

AGREEMENT NO. 521:
WESC Intergovernmental Cooperation Agreement

Greiner moved, Sensenich seconded to approve Agreement No. 521, WESC Intergovernmental Cooperation Agreement. Motion passed unanimously. An ordinance will be advertised for the same.

SUB-COMMITTEE ON SEWER AND WATER SERVICES:
Inframark Monthly Report

Elevated natural gas levels were found in the filter/boiler room at the WTP due to the boiler exhaust vent blown free of the boiler. There were no effects to the water supply and emergency services and utilities are to be commended on their prompt and professional response. The snow melt had no impact on the WWTP because of continuing I/I measures. Mobley moved, Sensenich seconded to accept the November 2020, Monthly Inframark Report. Motion passed unanimously

Application for Payment No. 10 – Filter Media Replacement Project

Upon presentation, Mobley moved, Sensenich seconded to approve the Application for Payment No. 10 from M2 Construction for the Filter Media Replacement Project at the Water Plant @ \$62,000.00. Motion passed unanimously.

SUB-COMMITTEE ON STREETS AND TRAFFIC:
2021 Traffic Signal Preventative Maintenance Agreement

Upon presentation, Sensenich moved, Greiner seconded to approve the 2021 Preventative Maintenance Agreement for traffic signals with C.M. High @ \$3,895.00. Motion passed unanimously.

SUB-COMMITTEE ON PERSONNEL:
HAAC Reappointment

Greiner moved, Sensenich seconded to reappoint Charlene Van Brookhoven to the Historical Area Advisory Committee (HAAC). Motion passed unanimously

SUB-COMMITTEE ON FINANCES:
Financial Statement/Bills

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

SUB-COMMITTEE ON BUILDINGS, AND GROUNDS:
Advertise an Invitation for Bids for Public Works Redevelopment Project

Upon presentation, Lee moved, Sensenich seconded to advertise an Invitation to Bid for the Lititz Public Works Redevelopment Project including the expansion of the public works building, construction of a police garage and salt shed at 117 W. Lincoln Avenue. Motion passed unanimously.

REPORT OF THE BOROUGH ENGINEER:
Subdivisions/Land Development Plans

The following plans will be before Planning Commission on January 5, 2021: Warwick Woodlands Phase 2 Resubmission, Lititz Public Works Redevelopment Project and 723 S. Broad Street Land Development Plan. The New Holland Coffee Co. Land Development Plan will be before Planning Commission on February 2, 2021.

Advertise Bids for the First Block of E. Main Street Sidewalk Replacement

Upon review of the timeline for the First Block of E. Main Street Sidewalk Replacement Project – advertise for bids the first or second week in January, 2021, award contract at January 26, 2021, Council meeting, begin construction mid-March, 2021 – Lee moved, Sensenich seconded to advertise for bids for the First Block of E. Main Street Sidewalk Replacement Project. Motion passed unanimously.

Advertise Bids for the Main Street/Water Street Stormwater, Water, Curb, ADA Replacement

Although still under PennDOT HOP review and upon preliminary review of the timeline for the Main Street/Water Street Stormwater, Water, Curb, ADA Replacement Project – advertise for bids the end of January or beginning of February, 2021, award contract at February 23, 2021, Council meeting, begin construction in April, 2021 – Lee moved, Sensenich seconded to advertise for bids for the Main Street/Water Street Stormwater, Water, Curb, ADA Replacement Project. Due to timing, some parts of the project may have to be separated out. Motion passed unanimously.

Reduction in Letter of Credit for the Tree House of Lititz Project

Upon the recommended by the Borough Engineer, Lee moved, Sensenich seconded to reduce the Letter of Credit for the Tree House of Lititz Project by \$7,958.00, to \$1,044.00. 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. Many meetings will continue to be Zoom meetings until further notice, due to COVID-19.

Regular Monthly Meetings:

- January 5, 2021 - Tuesday - Planning Commission Meeting - 7:00 P.M. (webconf)
- **** January 12, 2021 – Tuesday – Council Meeting – 7:00 P.M. (if called by the President)
- January 25, 2021 – Monday – Zoning Hearing Board Meeting – 7:00 P.M. (webconf)
- **** January 26, 2021 – Tuesday – Council Meeting – 7:00 P.M. (webconf)

Other Meetings, etc.:

- **** December 29, 2020 – Tuesday – Council Meeting – 7:00 P.M. (webconf)
- December 28, 2020 – Monday – Lititz Fire Co. – Fire House – 7:00 P.M.
- January 4, 2021 – Monday – Lititz Public Library Board – Library - 7:00 P.M. (tbd)
- January 12, 2021 – Tuesday - MS4 Committee - 3:30 P.M. (webconf)
- January 19, 2021 – Tuesday – WRRRC Partners Meeting – 12:00 Noon (webconf)
- January 19, 2021 – Tuesday – Warwick School Board – 7:00 P.M. (webconf)
- January 21, 2021 – Thursday – Regional Coordinating Meeting – 7:30 A.M. (webconf)
- January 25, 2021 – Monday - Parks Committee – 4:00 P.M. (webconf)
- January 25, 2021 – Monday - HAAC – 6:00 P.M. (webconf)
- January 25, 2021 – Monday – Lititz Fire Co. – Fire House – 7:00 P.M.
- January 28, 2021 – Thursday – Lititz Borough Authority - 7:00 P.M. (webconf)
- **** All Council members should plan to be at these meetings

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

Newly hired Facilities Manager Rob McFadden has been going through orientation. The Soil Cell trees will be installed on E. Main Street before the sidewalk replacement. Upon presentation, Greiner moved, Sensenich seconded to approve the purchase of a snow blower with hydraulic motor @ \$5,786.64 and chute @ \$1,484.48 and the purchase of a Chevrolet 3500 HD truck @ \$45,730.00, having a 12-14 week lead time. Motion passed unanimously.

REPORT OF THE MAYOR & CHIEF OF POLICE

Following the first attempt at announcing the snow emergency route in effect, a few minor details need to be worked out.

REPORT OF THE DIRECTOR OF COMMUNITY PLANNING

Comcast is planning on completing their work on three final streets in the new year – Noble, Cambridge and Deerfield. Four land development plans have been submitted as have two partial demolition plans. The Rt. 722 Study is in its final draft form with an updated Land Use Map being worked on. In response to a comment from Brubaker that it appears the owners of 34 S. Broad Street are tearing the entire house down on the inside, Lee and Yearick explained that Borough ordinances can only regulate the exterior of properties, not the interior.

OTHER BUSINESS:

RACP Funding for Runabout Line and Railbanking Project

The Borough has received approval from the Governor's Office of the Budget, of \$1.5 million in Redevelopment Assistance Capital Program (RACP) funding for the Lititz Runabout Line and Railbanking Community Revitalization Project. The project consists of three majors components: 1) purchase of a 1 acre right-of-way owned by the Warwick School District, Lititz Borough and Moravian Congregation; 2) construction of a parallel rail line that would allow train cars to be stored and switched to the west of Johnson & Johnson (J&J) thereby improving its delivery system to J&J; and 3) removal of an at-grade crossing located at PA 501 (N. Broad Street). This grant was facilitated through John Bear with Griffins/Stevens & Lee Consultants and the LRCDC.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:00 P.M. on a motion by Greiner with a second by Sensenich.

Respectfully submitted,


Sue Ann Barry
Secretary/Treasurer