

**LITITZ BOROUGH COUNCIL**  
**Minutes of Meeting Held December 28, 2021**  
**Council Chambers, 7 South Broad Street, Lititz, PA & Zoom**

The regular December 28, 2021, 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 and Sensenich present. Lee and Mobley were 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, Chris Strayer, Megan Davis and family, members of the Lititz Borough Police Department, and Laura Knowles of the Lititz Record Express. In virtual attendance were Brandy Smith and Coralee. The meeting opened with the pledge of allegiance led by the Mayor. On a motion by Sensenich with a second by Greiner, the minutes of the November 30, 2021, Council meeting were unanimously approved. The President acknowledged donations in lieu of taxes from Tiger's Eye, Lititz United Methodist Church and the Moravian Congregation of Lititz.

**PRESENTATIONS:**  
**Swear In New Patrol Officer**

After welcome and introductions, the Mayor administered the Oath of Office to Megan E. Davis as Patrol Officer, effective January 3, 2022. Photos were taken with members of the PD. Weaver thanked the Detectives and the Civil Service Commission for their work with the police candidates.

**ORDINANCE NO. C-596:**  
**Real Estate Tax for 2022**

Sensenich moved, Greiner seconded to approve Ordinance No. C-596, establishing the real estate tax for 2022 at 2 mills. Motion passed unanimously.

**ORDINANCE NO. C-597:**  
**Quarterly User Fee**

Greiner moved, Sensenich seconded to approve Ordinance No. C-597, amending the quarterly user fee for water and sewer. Motion passed unanimously.

**ORDINANCE NO. C-598:**  
**Curb and Sidewalk Construction**

After Brubaker commented about the future opportunities of using porous pavement surfaces, Sensenich moved, Greiner seconded to approve Ordinance No. C-598, providing construction standards for curbs and sidewalks. Motion passed unanimously.

**RESOLUTION NO. 943:**  
**Curb & Sidewalk Inspections**

Upon presentation, Sensenich moved, Greiner seconded to approve Resolution No. 943, curb and sidewalk inspections, as amended to clarify when replacement is necessary. Motion passed unanimously.

**RESOLUTION NO. 944:**  
**2022 Annual Budget**

Sensenich moved, Greiner seconded to approve Resolution No. 944, the 2022 Annual Budget. Motion passed unanimously.

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

Laucks reviewed the most recent Inframark Report. The WWTP Lead Operator Zach Pennepacker has been promoted to Operations Manager, having been an employee for more than six years. The summaries of water and sewer fee expenditures were reviewed. With the increase in delivery time for chemicals, the staff at Inframark plans ahead.

**SUB-COMMITTEE ON STREETS AND TRAFFIC:**  
**2022 Traffic Signal Preventative Maintenance Agreement**

Upon presentation, Sensenich moved, Greiner seconded to approve the 2022 Preventative Maintenance Agreement for traffic signals with C.M. High @ \$3,895.00. Motion passed unanimously.

**SUB-COMMITTEE ON FINANCES:**  
**Financial Statement/Bills**

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

**SUB-COMMITTEE ON PLANNING:**  
**Reduction in Financial Security for 510 Walnut Street Project**

Upon the recommended by the Borough Engineer, Sensenich moved, Greiner seconded to reduce the financial security for the 510 Walnut Street Project (6<sup>th</sup> Street Development) by \$15,573.00, to \$.00. Motion passed unanimously.

**Advertise Amendments to the Zoning Ordinance**

Upon the recommended by Yearick, and on a motion by Sensenich with a second by Greiner, following amendments to the Zoning Ordinance were unanimously approved for advertisement:

- §301.C.1 – Driveways – Residential properties are limited to one driveway except on sites of severe topography as per SLDO, with relief obtained through the Zoning Hearing Board;
- §422 – Front Porch Additions – Prohibiting existing front porches from being enclosed to create habitable space;
- §423 – Wireless Communication Facilities – Updating with language from Act 50 of 2021, requirements of PA municipalities to regulate small wireless facilities.

**SUB-COMMITTEE ON BUILDINGS, AND GROUNDS:**  
**Application for Payment No. 9 – Public Works Garage**

Upon presentation, Greiner moved, Sensenich seconded to approve the Application for Payment No. 9 from Ondra-Huyett Associates, Inc. for the Public Works Garage Project @ \$162,337.47. Motion passed unanimously.

**SUB-COMMITTEE ON PERSONNEL:**  
**Non-Uniform Employees Pension Plan Amendment**

Upon presentation, Greiner moved, Sensenich seconded to advertise an amendment to the Non-Uniform Employees Pension Plan increasing the normal retirement benefits formula as studied in Proposal 4 of the 1/1/2021 cost study that was prepared in October, 2021. Motion passed unanimously.

REPORT OF THE BOROUGH ENGINEER:

Hain provided a brief update to the Report of the Borough Engineer, stating it being a slow month.

REPORT OF THE JUNIOR COUNCIL PERSON

Junior Council Person Carter Hain reported on the Warwick High School chorus and choir concert. With winter sports starting soon a new program, includes 2022 Girls Wrestling.

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).

Regular Monthly Meetings:

- \*\*\*\* January 3, 2022 – Monday – Council Reorganization Meeting – 7:00 P.M. (hybrid)
- January 4, 2022 – Tuesday – Planning Commission Meeting – 7:00 P.M. (hybrid)
- January 24, 2022 – Monday – Zoning Hearing Board Meeting – 7:00 PM. - Chambers
- \*\*\*\* January 25, 2022 – Tuesday – Council Meeting – 7:00 P.M. (hybrid)

Other Meetings, etc.:

- December 27, 2021 – Monday – Lititz Fire Co. – Fire House – 7:00 P.M.
- \*\*\*\* December 28, 2021 – Tuesday – Council Meeting – 7:00 P.M. (hybrid)
- January 3, 2022 – Monday – Lititz Public Library Board – Library - 7:00 P.M.
- January 6, 2022 – Thursday – Shade Tree Commission – 12:00 Noon (webconf)
- January 11, 2022 – Tuesday - MS4 Committee – 3:30 P.M. (hybrid)
- January 18, 2022 – Tuesday - Partners Meeting – recCenter -12:00 Noon (tbd)
- January 18, 2022 – Tuesday – Warwick School Board – 7:00 P.M.
- January 20, 2022 – Thursday – Regional Coordinating Meeting – 7:30 A.M. (webconf)
- January 24, 2022 – Monday - Parks Committee – 4:00 P.M. (hybrid)
- January 24, 2022 – Monday - HAAC Meeting – Conference Room - 6:00 P.M.
- January 27, 2022 – Thursday – Lititz Borough Authority – Chambers - 7:00 P.M.
- January 31, 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:  
Advertise Bids for the 2022 Street Resurfacing Project

Upon presentation, Greiner moved, Sensenich seconded to advertise for bids for the 2022 Street Resurfacing Project, E. Second Avenue from Broad Street to Kissel Hill Road, @ ~ \$334,533.60. Motion passed unanimously.

REPORT OF THE MAYOR & CHIEF OF POLICE

The Mayor announced that the annual Christmas in the Park, tree lighting and community choral sing, in the band shell of the Lititz Springs Park on December 3, 2021, was well attended. The Chief thanked Council for the most recent hire which will replace Justin Miller who will be participating in the County Drug Task Force for three years beginning in March, 2022. He told them of the Annual Awards dinner that he provided, the officers who were COVID quarantined, a workers comp officer on light duty, and the parking meters bagged until January 3, 2022.

REPORT OF THE DIRECTOR OF COMMUNITY PLANNING

Yearick reported that Subdivision Plans for the 102-104 S. Broad Street Project, currently the Toy Soldier Restaurant and Apartments, should be before the Planning Commission in February, two interviews for professional services for the design of the Sixth Street Park are scheduled in January, the Planning Commission is working on implementing the results of the Southern Gateway Study, and the two walls that Dunkin Donuts was to keep have been removed as they were damaged during construction and deemed unsafe.

SUB-COMMITTEE ON FIRE CO. & WESC:  
2021 Fire Calls

Greiner reported that the number of fire calls the Lititz Fire Co. No. 1 had in 2021 were 431, and he sees great value in what they do for the community.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:35 P.M. on a motion by Mobley with a second by Sensenich.

Respectfully submitted,

  
Sue Ann Barry  
Secretary/Treasurer