

LITITZ BOROUGH COUNCIL
Minutes of Meeting Held February 27, 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 February 27, 2018, by President Weaver with Council members Bear, Greiner, Hain and Sensenich present. Van Brookhoven was excused. Others in attendance were Mayor Snyder, Sue Ann Barry, Elijah Yearick, Andy Garner, John Schofield, Todd Kauffman, Peter Smith, Steve Lee, Duane Ober, Tony Hunt, Darryl Kreitz, Amy Blackburn, members of Boy Scout Troop 372, Mike Garman, Matt Garman, and Laura Knowles of the Lititz Record Express. The meeting opened with an invocation by Pastor Hunt followed by the pledge of allegiance led by members of Boy Scout Troop 372. On a motion by Sensenich with a second by Bear, the minutes of the January 30, 2018, Council meeting were unanimously approved.

PETITIONS, CORRESPONDENCE AND QUESTIONS:
WESC Annual Report

WESC Administrator Duane Ober presented the 2017 WESC Annual Report. Topics that he reviewed included recruitment and retention, pre-incident planning, plan reviews, incident reporting, fund drives, emergency operations plans, maps created, coordinating meetings, fire prevention for students, smoke detector program, publicity, facebook, LED message board, apparatus replacement plan, fireworks, hazard mitigation planning, training, feasibility study, etc. Ober thanked Council for their support. Greiner asked Ober what his biggest challenge is going forward and Ober stated the lack of authority for some tasks. Responding to a question from Weaver, Ober stated that they are engaging younger, new members to replace those who will be retiring. Greiner reported that support of the Lititz Fire Co. comes from 33% residential units, 48% independent living units and 7% rental units.

Stone Creek Holdings Final Land Development Plan

Elijah Yearick presented the Final Subdivision and Land Development Plan for the Garman property at 529 E. Main Street, owned by Stone Creek Holdings, LLC, prepared by Diehm & Sons, Inc., dated December 7, 2018, last revised January 17, 2018, to subdivide a 1.656 acre recreational lot from a 3.863 acre commercial lot and construct a 1,770 sq.ft. building addition for a design studio on the commercial lot. The Borough has received an Oak Street Local Stormwater BMP Implementation Grant from DEP @ \$180,000, to conduct streambank restoration work in the floodplain. Instead of allowing the placement of a conservation easement on that part of the property, the Garman's would like to donate the land to the Borough.

After brief discussion and on a motion by Hain with a second by Greiner, the Final Subdivision and Land Development Plan for the Garman property at 529 E. Main Street, owned by Stone Creek Holdings, LLC, prepared by Diehm & Sons, Inc., dated December 7, 2018, last revised January 17, 2018, was unanimously approved with the following modifications:

Modifications:

- §402.C.3 – existing features within 200' shown on the plan;
- §403.A – plan drawn at 1" = 10', 20', 30', 40' or 50';
- §405 – traffic study;
- §406 – wetland study;
- §602.A.7 – existing streets at the perimeter of the property reconstructed;
- §609.B – buffers between commercial and non-commercial uses;
- §609.D – shade trees.

REPORT OF THE BOROUGH MANAGER:
Monthly Meeting Date Reminders

The Borough Manager reminded Council of the following meeting dates, per submitted report & update:

Monthly Meeting Date Reminders (Cont)

Regular Monthly Meetings:

- March 6, 2018 - Tuesday - Planning Commission Meeting - 7:00 P.M.
- **** March 13, 2018 – Tuesday – Council Meeting – 7:00 P.M. – If called by the President
- March 19, 2018 – Monday – Zoning Hearing Board Meeting – 7:00 P.M.
- **** March 27, 2018 – Tuesday – Council Meeting - 7:00 P.M.

Other Meetings, etc.:

- February 26, 2018 – Monday - Parks Committee – Conference Room – 4:00 P.M.
- February 26, 2018 – Monday - HAAC – Conference Room - 6:00 P.M.
- February 26, 2018 – Monday – Lititz Fire Co. – Fire House – 7:00 P.M.
- February 27, 2018 – Tuesday – Lititz Run Watershed Alliance – 4:00 P.M.
- **** February 27, 2018 – Tuesday – Council Meeting – 7:00 P.M.
- February 28, 2018 – Wednesday – Regional Rail Trail – Warwick Township – 7:30 A.M.
- February 28, 2018 – Wednesday – LCBA – Railroad House, Marietta – 6:00 P.M.
- March 1, 2018 – Thursday – Safety Committee Meeting – 1:30 P.M.
- March 5, 2018 – Monday – Lititz Public Library Board of Director-Library 7:00 P.M.
- March 6, 2018 – Tuesday – Police Candidate Interviews – Council Chambers - 5:00 P.M.
- March 13, 2018 – Tuesday – MS4 Committee - Conference Room – 3:30 P.M.
- March 14, 2018 – Wednesday – Venture Lititz – Conference Room – 7:30 A.M.
- March 15, 2018 – Thursday – Housing & Econ Dev't Committee – Elizabeth Township - 7:30 A.M.
- March 19, 2018 – Monday - Parks Committee – Conference Room – 4:00 P.M.
- March 19, 2018 – Monday - HAAC – Conference Room - 6:00 P.M.
- March 20, 2018 – Tuesday – Flood Control Committee – Conference Room – 3:30 P.M.
- March 20, 2018 – Tuesday – WRRC – Lititz recCenter – 8:00 A.M.
- March 20, 2018 – Tuesday – Warwick School Board – District Office – 7:00 P.M.
- March 26, 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 PWD continues to update the office at the garage. The telemetry project for the WWTP will be bid at the end of March. A PA Small Water and Sewer Grant application has been submitted for the water plant SCADA project.

REPORT OF THE MAYOR & CHIEF OF POLICE:

During the past month, the Mayor presented the Lititz Fire Co. with awards and an Eagle Scout award. He attended the Fire & Ice Festival.

Request for 2018 Ford Explorer

Upon presentation, Hain moved, Greiner seconded to purchase a 2018 Ford Explorer for the Police Department from Whitmoyer Ford in Mount Joy through the COSTARS Program. Motion passed unanimously.

REPORT OF THE DIRECTOR OF COMMUNITY PLANNING:

Yearick reviewed his Director of Community Planning monthly report and continuing activities including the Wittenberg Plan, the trail extension, pool grant application, Green Light-Go Projects, and LCPC comments on the Forge the Future comprehensive plan update.

REPORT OF THE JUNIOR COUNCIL PERSON:

Junior Council Person Tabitha Delmont provided a report on activities at Warwick High School. The Community Science Fair night will be held on March 8, 2018. Students were represented at the LLMEA Orchestra Festival on February 17, 2018. High school scholarships were awarded. May 10, 2018, is Civics Day and the Mayor will speak at it.

SUB-COMMITTEE ON SEWER AND WATER SERVICES:
Inframark Report

Smith reviewed his report and fielded questions. A mixer at the WWTP failed and Entech recommended replacing it @ \$5,481. There was a DEP inspection at the Water Plant and the deficiencies will be addressed.

SUB-COMMITTEE ON STREETS AND TRAFFIC:
Memorial Day Parade Special Event Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve a Special Event Permit Application for the Memorial Day Parade on May 28, 2018, 10:45 A.M. - 1:00 P.M., per submitted route, having the need for seven event staff positions and road closures. Motion passed unanimously.

Lititz Chocolate Walk Special Event Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve a Special Event Permit Application from the Local Kawanis Club for the 17th Annual Chocolate Walk on Saturday, October 6, 2018, from 10:00 A.M. to 4:00 P.M., 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.

See You at the Park Rally Activity Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application from Lancaster Evangelical Free Church for the See You at the Park Rally for teenagers in the Lititz Springs Park during the week of the National See You in the Park prayer event, on September 23, 2018, 6:30 P.M. – 8:30 P.M. Motion passed unanimously.

Sauders Easter Egg Hunt Activity Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application from Sauders Eggs for an Easter Egg Hunt in the Lititz Springs Park, in conjunction with the Sauders Egg Run/Walk, on March 31, 2018, 11:00 A.M. – 11:30 A.M. The egg hunt is for the Run/Walk participants' children only. Motion passed unanimously.

Sunday in the Park Activity Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application from Lancaster Evangelical Free Church for the Annual Sunday in the Park (in the Lititz Springs Park) on June 3, 2018, from 6:00 A.M. - 3:30 P.M. Motion passed unanimously.

Taste Lititz, Eat Lititz, Drink Lititz Food Tours Activity Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application from Philip Hiestand of Lancaster County Food Tours for Taste Lititz, Eat Lititz, Drink Lititz Food Tours, May – November, 2018, pending receipt of a Certificate of Insurance. Motion passed unanimously.

Broad & E. Main Street Tree Project

Upon review of the only proposal received, Sensenich moved, Hain seconded to approve the contract for the Broad & E. Main Street Tree Project, to Stony Bridge Landscaping, @ \$16,180. Motion passed unanimously. These trees are in the Borough right-of-way.

SUB-COMMITTEE ON ZONING:
Lititz Springs Park Fee Waiver

Upon presentation, Hain moved, Sensenich seconded to waive the \$94.50, building permit fee associated with rebuilding the storage building in the Lititz Springs Park. Motion passed unanimously.

SUB-COMMITTEE ON BUILDINGS, GROUNDS/PARKS AND SWIMMING POOL:

WRRC plan is to start the Lititz Springs Pool rehabilitation after the close of the 2019 season. A pavilion has been ordered for the New Street Park. A merry-go-round, climbing rock and replacement toddler swings have been ordered for the Spruce Street Park.

SUB-COMMITTEE ON FLOOD CONTROL COMMITTEE/STORMWATER:

The Oak Street Local Stormwater BMP Implementation Grant Project at the Garman property and the Low Volume Road Grant Projects will be implemented this spring.

SUB-COMMITTEE ON PERSONNEL:

Upon presentation, Greiner moved, Sensenich seconded to accept the resignation of Cory Van Brookhoven from Borough Council due to his new job at the Lititz Record Express, creating a conflict of interest. Motion passed unanimously. Council has thirty days to appoint a replacement. Planning Commission Chairman Steve Lee is interested in the position.

SUB-COMMITTEE ON FINANCE:
LST Refund Requests

Bear moved, Sensenich seconded to approve a 2017 LST refund request from Susan Geibe @ \$47, as she did not earn the minimum required amount. Motion passed unanimously. Bear moved, Sensenich seconded to approve a 2017 LST refund request from Susan Janoski @ \$52, as she did not earn the minimum required amount. Motion passed unanimously. Bear moved, Sensenich seconded to approve a 2017 LST refund request from Beth Morgan @ \$21, as she did not earn the minimum required amount. Motion passed unanimously. Bear moved, Sensenich seconded to approve a 2017 LST refund request from Terri Lynn Weaver @ \$49, as she did not earn the minimum required amount. Motion passed unanimously. Bear moved, Sensenich seconded to approve a 2017 LST refund request from Jennifer Schreiner @ \$52, as she did not earn the minimum required amount. Motion passed unanimously. Bear moved, Sensenich seconded to approve a 2016 LST refund request from Jane Wolf @ \$32.68, as she did not earn the minimum required amount. Motion passed unanimously. Bear moved, Sensenich seconded to approve a 2017 LST refund request from Jane Wolf @ \$44, as she did not earn the minimum required amount. Motion passed unanimously.

SUB-COMMITTEE ON FIRE SERVICES/WESC:
Lititz Fire Co. No. 1 & WESC

Greiner referred to the WESC Monthly Report. Year-to-date fire calls are at 78.

REGIONAL COMMITTEE REPORTS:

Venture Lititz

Sensenich had no report on Venture Lititz since she was unable to attend the meeting.

Regional Built and Natural Infrastructure Committee

Discussion during the most recent Regional Built & Natural Infrastructure Committee meeting was on transportation projects, where Hain stressed re-routing Rt. 772.

RESOLUTION NO. 874:

Lititz Springs Pool Rehab Project DCNR Grant

Hain moved, Sensenich seconded to approve Resolution No. 874, applying for a DCNR Grant for the Lititz Springs Pool Rehabilitation Project. Motion passed unanimously.

RESOLUTION NO. 875:

PA Small Water & Sewer Program Grant

Hain moved, Sensenich seconded to approve Resolution No. 875, applying for PA Small Water & Sewer Program Grant for the Water Plant SCADA Project. Motion passed unanimously.

RESOLUTION NO. 876:

Appointment of Sewage Enforcement Officer (SEO)

Hain moved, Sensenich seconded to approve Resolution No. 876, appointment of Sewage Enforcement Officer (SEO). Motion passed unanimously.

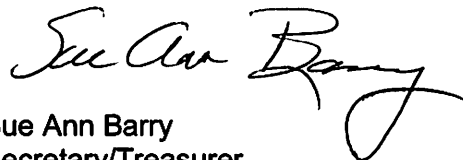
FINANCIAL STATEMENT/BILLS

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 8:15 P.M. on a motion by Greiner with a second by Sensenich.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Sue Ann Barry". The signature is fluid and cursive, with the first name "Sue" and last name "Barry" clearly distinguishable.

Sue Ann Barry
Secretary/Treasurer