

LITITZ BOROUGH COUNCIL
Minutes of Meeting Held February 26, 2019
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 26, 2019, by President Weaver with Council members Bear, Greiner, Hain, Lee, and Sensenich present. Others in attendance were Mayor Snyder, Junior Council Person Hain, Sue Ann Barry, Chief Kerry Nye, Elijah Yearick, Andy Garner, Todd Kauffman, Michael Wolgemuth & Area Director Jerry Shupe of Inframark, Chris Strayer, Dr. Tim Boal, Andy & Cuvee Martin, Corey Salzano, Pam Williams, Bridget Meyer, and Laura Knowels of the Lititz Record Express. The meeting opened with an invocation by Dr. Boal followed by the pledge of allegiance led by the Mayor. Weaver announced that an executive session was held prior to this meeting to discuss real estate matters. On a motion by Sensenich, with a second by Greiner, the minutes of the January 29, 2019, Council meeting were unanimously approved.

PETITIONS, CORRESPONDENCE AND QUESTIONS:
2018 Annual Police Report

Sgt. Jared Hahn presented a recap of the 2018 Annual Police Report, beginning with the positive interaction and relationship the police have with the community. He cited statistics on major and minor crimes and their reduction and clearance rates, dispatches, crashes, DUIs, retirees, the importance of the SRO, accreditation, and the message they get out through social media and non-traditional means. He discussed with Council heroin and opiate issues, and crashes and traffic patterns. Council thanked Hahn for his efforts and the easy to read format of the report.

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:

- March 5, 2019 - Tuesday - Planning Commission Meeting - 7:00 P.M.
- **** March 12, 2019 - Tuesday - Council Meeting - If called by the President
- March 18, 2019 - Monday - Zoning Hearing Board Meeting - 7:00 P.M.
- **** March 26, 2019 - Tuesday - Council Meeting - 7:00 P.M.

Other Meetings, etc.:

- February 25, 2019 - Monday - Lititz Fire Co. - Fire House - 7:00 P.M.
- February 26, 2019 - Tuesday - Building Meeting w/ H Gibbel- Conference Room - 9:15 AM
- **** February 26, 2019 - Tuesday - Council Meeting - Council Chambers - 7:00 P.M.
- February 27, 2019 - Wednesday - WERT (Rail Trail) - Warwick Township - 7:30 A.M.
- March 1, 2019 - Friday - Conference w/ recCenter on Pool DCNR Grant - 8:30 A.M.
- March 1, 2019 - Friday - MS4 Fee Committee Meeting w/ Mike Davis - 9:30 A.M.
- March 4, 2019 - Monday - Lititz Public Library Board - Library 7:00 P.M.
- March 5, 2019 - Tuesday - Liquid Fuels Auditor - Conference Room - 8:30 A.M.
- March 7, 2019 - Thursday - Safety Committee - Conference Room - 2:00 P.M.
- March 11, 2019 - Monday - Planning Committee Luther Acres Rezoning - 4:00 P.M.
- March 12, 2019 - Tuesday - MS4 Committee - Conference Room - 3:30 P.M.
- March 13, 2019 - Wednesday - Venture Lititz - Conference Room - 7:30 A.M.
- March 13, 2019 - Wednesday - Annual Audit Review - Conference Room - 3:00 PM
- March 19, 2019 - Tuesday - Workers Comp Audit - Conference Room - 9:00 A.M.
- March 19, 2019 - Tuesday - Warwick School Board - District Office - 7:00 P.M.
- March 21, 2019 - Thursday - Regional Housing & Economic Dev't - Lititz- 7:30 A.M.
- March 25, 2019 - Monday - Parks Committee - Conference Room - 4:00 P.M.
- March 25, 2019 - Monday - HAAC - Conference Room - 6:00 P.M.
- March 25, 2019 - Monday - Lititz Fire Co. - Fire House - 7:00 P.M.
- March 29, 2019 - Friday - Coffee w/ Sen. Aument - Council Chambers - 8:30 A.M.
- **** All Council members should plan to be at these meetings.

REPORT OF THE PUBLIC WORKS FOREMAN & FACILITIES MANAGER:

A 2017 Safety Award was received for "Zero Loss Time Days" from the Susquehanna Municipal Trust for Workers Compensation. A cost-sharing agreement is still being worked on for the sewer main relocation for the Lititz Reserve development in Warwick Township @ \$800,000. Mr. Rehab is in the process of televising sewer lines. Red Zone Robotics will be televising the sewer inceptor from the WWTP. J&J's flow equalization project is on schedule for completion at the end of March.

REPORT OF THE MAYOR & CHIEF OF POLICE:

The Mayor finds the meetings with the County Mayors Assn. informative and commended Council on how well they work together as some others do not. He will be researching the use of chiminea outdoor fireplaces with the Police Chief and the Fire Chief. K-9 officer training will begin in November.

REPORT OF THE DIRECTOR OF COMMUNITY PLANNING

Yearick met with several interested parties about proposed developments. He will be providing training for the LBPD and PWD on the spotted lanternfly. He reviewed a conditional use application for a single family house demolition on Forney Drive that will be before Council in March.

REPORT OF THE JUNIOR COUNCIL PERSON:

Junior Council Person Eva Hain provided an update on activities at Linden Hall. International Night was held on February 23, 2019, which showcased diversity. The Varsity Basketball Team won the District 3 AA championship to move on to the finals. The Junior Class Auction is on February 28, 2019, the Winter Instrumental Concert is on March 2, 2019 and spring break begins after classes on March 8, 2019.

SUB-COMMITTEE ON SEWER AND WATER SERVICES:

Council reviewed the monthly Inframark Report. Wolgemuth introduced Inframark Area Director Jerry Shupe. The WTP has been selected again (fourth time in five years) to receive a prestigious Area Wide Optimization Program (AWOP) Award which will be presented on March 28, 2019, at the PA Rural Water Association (PRWA) Annual Conference in State College. The WTP filter project will soon be ready to bid for work to begin later in the year. There will be a DEP filter performance evaluation in April.

SUB-COMMITTEE ON STREETS AND TRAFFIC:

Taste of Lititz Special Event Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve a Special Event Permit Application for the Venture Lititz Taste of Lititz Street Festival, to be held on June 7, 2019, 5:00 P.M. - 9:00 P.M., on E. Main Street from Broad Street to Water Street with parking meters bagged. Motion passed unanimously.

Lititz Lions Easter Egg Hunt Special Event Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve a Special Event Permit Application from the Lititz Lions Club for an Easter Egg Hunt for the community at Bonfield Elementary School, on April 20, 2019, 9:00 A.M. – 12:00 A.M., with the hunt starting at 10:30 A.M. and ending at 10:31 A.M. Motion passed unanimously.

Lititz Craft Beer Fest 2019 Special Event Application

Upon presentation, Sensenich moved, Greiner seconded to approve a Special Event Permit Application from the AMBUCs and WCAA for the Lititz Craft Beer Fest 2019 as a charitable fund raiser to be held on Sunday, September 22, 2019, from 2:00 P.M. to 5:00 P.M. on E. Main Street from Broad Street to Church Square, W. Main Street from Broad Street to Spruce Street, and Broad Street from Orange Street to the railroad tracks, selling no more tickets than in 2018. 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 18th Annual Chocolate Walk on Saturday, October 12, 2019, 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.

National Day of Prayer Activity Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application from the Friendship Foundation, Inc., for a Lancaster County National Day of Prayer Event in the Lititz Springs Park on May 2, 2019, 6:00 P.M. - 8:30 P.M. Motion passed unanimously.

Farmers Market Activity Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application from Venture Lititz for the Lititz Farmers Market to be set up in the Lititz Springs Park on Thursdays between May 16, 2019 and October 17, 2019, from 3:00 P.M. until dark. Motion passed unanimously.

Paws in the Park Activity Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application from Leo's Helping Paws, Inc. for a Paws in the Park Dog Festival in the Lititz Springs Park on September 28, 2019, 11:00 A.M. - 3:00 P.M. Motion passed unanimously.

Fun 101.3 Food Truck Frenzy Activity Permit Application

In the form of a motion, Sensenich presented an Activity Permit Application from Fun 101.3 Radio Station for a Fun 101.3 Food Truck Frenzy, a family friendly event, in the Lititz Springs Park on May 10, 2019, 4:00 P.M. - 9:00 P.M.

She also presented a letter from Venture Lititz and the Lititz Merchant Association (LMA) who are not in favor of a food truck event being held in the Park during their monthly 2nd Friday event. Venture Lititz has worked with the LMA regarding the Food Truck Frenzy hosted by 101.3 in Lititz Springs Park in an effort to make the event beneficial to all parties. They have invited leadership from the Park Board to meetings with LMA members, provided their representatives with sales data from the May 2018 event, and stated that they are not in favor of this event during the monthly 2nd Friday event. A great deal of time and money is spent to promote 2nd Friday, a celebration of the brick and mortar stores and restaurants. May 10, 2019, is also the start of Mother's Day Weekend, and 2nd Friday is promoted as an entire weekend of shopping and dining downtown, it is one of the largest shopping weekends in the spring. Most attendees leave the food truck event after waiting in long lines for food, disappointed and then eat in the local restaurants. This is a benefit to the eateries. Attendees unfortunately have no time left to visit the retail shops, and those are who suffer most. Attendees also are never fully aware of who puts on the event, and assume it is a "town" event, i.e. the Borough, Venture Lititz, Lititz Springs Park, and when it is a poorly managed event, it makes everyone look bad. While Venture Lititz and LMA realize they cannot decide what events are and are not held in the Park, they do wish to make Council aware of their dislike of this event and the ramifications it has on the downtown. They recommend that if the Food Truck Frenzy be held, have it held on a date other than 2nd Friday. After discussion, the motion died from a lack of a second. A Borough committee will meet with the organizers of the event.

VFW Annual Chicken BBQ Fundraiser Activity Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application from the Lititz VFW for an Annual Chicken BBQ Fundraiser at the club located at 14 N. Spruce Street, on April 13, 2019, 5:00 A.M. - 3:30 P.M. Motion passed unanimously.

Handicapped Parking Space

Upon presentation, Sensenich moved, Greiner seconded to approve a request for a temporary handicapped parking space, for 3-4 months, for Julia Forsythe, 144 S. Spruce Street. Motion passed unanimously.

Samsung Film Shoot Activity Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application from Teddy Yoon for a Samsung Film Shoot with a featured choreographer in the Lititz Springs Park, E. Main Street, and Broad Street, on March 2, 2019, and March 3, 2019, from 7:00 A.M. to 7:00 P.M. Chief Nye stated that in further discussions with Yoon, the scope of the Film Shoot has been drastically reduced. Motion passed unanimously.

W. Orange Street, W. Second Avenue & Woodcrest Avenue Curb & Sidewalk Improvements

PennDOT has a road resurfacing project scheduled to begin in the spring of 2019 on W. Orange Street, W. Second Avenue and Woodcrest Avenue. The bid results received for the curb, sidewalk and handicapped ramp work associated with the project were rejected on January 29, 2019, because the bids were substantially over budget. Since the handicapped ramps are the only absolutely required work with the project, the project was rebid in four parts. Part A included the handicapped ramps on all of the streets. Parts B, C and D included curb replacement on W. Orange Street, W. Second Avenue and Woodcrest Avenue respectively. On a motion by Sensenich with a second by Hain, the following bids were accepted for the W. Orange Street, W. Second Avenue and Woodcrest Avenue Curb & Sidewalk Improvements Project:

	Part A	Part B	Part C	Part D
• Affordable Paving & Excavating LLC, Lititz, PA	\$199,186.89	46,789.65	21,573.00	30,155.80
• Heim Construction Co., Inc., Orwigsburg, PA	\$169,039.50	67,556.50	25,908.00	106,292.50
• G & B Construction, Willow Grove, PA	\$ 84,050.00	135,895.00	64,770.00	63,380.00
• Doug Lamb Construction, Inc., Elizabethtown, PA	\$ 99,303.00	122,290.00	57,120.00	71,000.00
• Construction Masters Services, LLC, Reading, PA	\$101,625.00	141,985.00	64,260.00	87,105.00

The bid form included the following sentence: *"In order to perform the work required by the Project within the funds available, the Owner (Borough) reserves the right to select the qualified low Bidder and award a contract based on the total bid price of only Part A, the total bid price of all PARTS, or the total bid price of PART A plus select parts."* Upon recommendation since the worst remaining existing curb is on W. Orange Street and Second Avenue, on a motion by Sensenich and a second by Hain, the contract for the W. Orange Street, W. Second Avenue and Woodcrest Avenue Curb & Sidewalk Improvements Project, Part A, Part B and Part C was unanimously awarded to low bidder Heim Construction Co., Inc. @ \$262,504.00.

SUB-COMMITTEE ON PLANNING:Request for Extension of Time for Revised Subdivision Plan for the Wilbur Redevelopment Project

Upon presentation, Lee moved, Hain seconded to approve a request for an extension of time to obtain necessary signatures and record the plans for the Revised Preliminary/Final Subdivision and Land Development Plan for the Wilbur Redevelopment Project # 2017B44-007, dated October 15, 2018, 48 N. Broad Street. The extension is until March 26, 2019. Motion passed unanimously.

WERT Event Application

The WERT Committee has been working through rules and regulations and an approval process for use of the trail for special events that would apply to all municipalities involved, and they have distributed a proposed final draft. It is proposed that the application for any event that crosses two or more municipalities must first be approved by the WRRRC. One of the regulations is restricting trail events to Sundays only which caused some

WERT Event Application (Cont)

concern for Chief Nye, particularly for two established Borough/Warwick events. One is the Annual Hartz Physical Therapy Charity Fall Blast 5K Run/Walk (now in its 17th year) which starts at the Bonfield Elementary School in the Borough and uses a portion of the trail in Warwick Township, and the other event is the Venture Lititz ApcoLititz 5K Race that begins at Water and Front Streets in the Borough and uses a portion of the trail in Warwick Township, both on Saturday mornings. There was a recommendation of grandfathering events and Yearick suggested that the organizers of these events speak with Warwick Township in an attempt to make a concession for these two events. After discussion, Hain moved, Sensenich seconded to approve the WERT rules and regulations and the application which will be submitted to WRRC for approval, with the thought that WRRC can work with organizations with established events, i.e., Hartz Physical Therapy and Venture Lititz. Motion passed unanimously.

SUB-COMMITTEE ON LITITZ REC AND WRRC:
Pool Reveal Presentation

The WRRC had a Pool Reveal Presentation on February 7, 2019, at Listrak, to kick off the Lititz recCenter's Capital Campaign. Work is planned to begin right after Labor Day, 2019 and be completed by Memorial Day, 2020.

SUB-COMMITTEE ON FLOOD CONTROL COMMITTEE/STORMWATER:
Advertise the Stormwater Management Ordinance Update

Upon presentation, Hain moved, Greiner seconded to approve advertising an ordinance updating the stormwater management ordinance, providing for general provisions, definitions, stormwater management standards, stormwater management site plan requirements, small projects and exemptions, operation and maintenance, fees and expenses, prohibitions, enforcement and penalties, references, and appendices. Motion passed unanimously.

SUB-COMMITTEE ON FINANCE:
LST Refund Request

Bear moved, Sensenich seconded to approve a 2018 LST refund request from Laura Weiler @ \$26, as she did not earn the minimum required amount. Motion passed unanimously. Bear moved, Sensenich seconded to approve a 2018 LST refund request from Karla Aparicio @ \$16, as she did not earn the minimum required amount. Motion passed unanimously. Bear moved, Sensenich seconded to approve a 2018 LST refund request from Emma Siegfried @ \$26, as she did not earn the minimum required amount. Motion passed unanimously. Bear moved, Sensenich seconded to approve a 2018 LST refund request from Terri Weaver @ \$49, as she did not earn the minimum required amount. Motion passed unanimously. Bear moved, Sensenich seconded to approve a 2018 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 2018 LST refund request from Sheila Richwine @ \$52, as she did not earn the minimum required amount. Motion passed unanimously. Bear moved, Sensenich seconded to approve a 2018 LST refund request from Susan Geibe @ \$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 Chloe Hain @ \$40, as she did not earn the minimum required amount. Motion passed with Hain abstaining due to a conflict of interest. Bear moved, Sensenich seconded to approve a 2018 LST refund request from Chloe Hain @ \$40, as she did not earn the minimum required amount. Motion passed with Hain abstaining due to a conflict of interest.

Floodplain Parcel designated as Tax Exempt

Upon presentation, Bear moved, Sensenich seconded to forgive Lititz Borough of the real estate tax burden for Parcel #370-57997-0-0000, which was deeded over to the Borough in 2018 as part of a floodplain restoration project on N. Oak Street. A similar request will be made at the County level. Motion passed unanimously.

SUB-COMMITTEE ON FIRE SERVICES/WESC:

Greiner explained to Council that Lititz Fire Co. No. 1 Y-T-D fire calls reached 436, that there are an average of nine members attending each call and an average call lasts 29 minutes.

REGIONAL COMMITTEE REPORTS:
Venture Lititz

Sensenich reported on the last Venture Lititz meeting. The Fire & Ice Event was a huge success with epic attendance. All of the food vendors profited. The wayfinding signs have been updated except for the one at the Wilbur.

ORDINANCE NO. C-572:
Disband the Health & Sanitation Advisory Committee

Hain moved, Greiner seconded to approve Ordinance No. C-572, disbanding the Health & Sanitation Advisory Committee. Motion passed unanimously.

AGREEMENT NO. 499
Lease Amendment No 2 with the recCenter

Hain moved, Lee seconded to approve Agreement No. 499, Lease Amendment No. 2 with the recCenter. Motion passed unanimously.

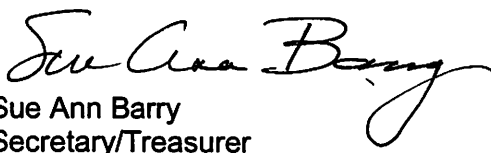
FINANCIAL STATEMENT/BILLS

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 8:35 P.M. on a motion by Greiner with a second by Sensenich.

Respectfully submitted,


Sue Ann Barry
Secretary/Treasurer