

LITITZ BOROUGH COUNCIL  
Minutes of Meeting Held February 22, 2022  
Council Chambers, 7 South Broad Street, Lititz, PA & Zoom

The regular February 22, 2022, 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, Mobley and Sensenich present. Lee and Mayor Snyder were excused. Others present were Sue Ann Barry, Chief Kerry Nye, Andy Garner, Jordan Garner, Rob McFadden, Scott & Carter Hain, Nathan Laucks, Bill Brandt, Jim Haun, and Chris Strayer. In virtual attendance were Thomas Comitta, Erin Gross, Lisa Schneper and Laura Knowles of the Lititz Record Express. The meeting opened with the pledge of allegiance led by the Mayor followed by an invocation by Pastor Haun. On a motion by Mobley with a second by Sensenich, the minutes of the January 25, 2022, Council meeting were unanimously approved.

PRESENTATIONS:  
Form Based Code Amendments for General Business Gateway District

Thomas Comitta and Erin Gross of Thomas Comitta Associates, Inc. provided proposed updates to the Zoning and Subdivision Land Development Ordinances to better achieve the vision depicted in the Derck & Edson Southern Gateway Plan. These form based code amendments have been recommended by the Planning Commission. Comitta detailed overall goals and modifications, building and parking locations, drive-thrus, and lot diagrams. Architectural design, pedestrian gathering areas and connectivity, pier-fence-hedge combination and street walls, street trees, streetlights, sidewalks and crosswalks, streetscape amenities, curb cuts, curb bulb-outs, and gateway features were discussed. Greiner has a concern about the pier-fence-hedge design standards for a car dealership who uses the sight of automobiles as a marketing technique. Comitta will review the proposed standards and thresholds to possibly refine them and comment in mid-March. The Planning Commission, staff and Council agree that outreach to the property owners should begin once Council is satisfied with the proposed changes and prior to scheduling a hearing.

ORDINANCE NO. C-600:  
Two Driveway Prohibition

Upon presentation, Mobley moved, Sensenich seconded to approve Ordinance No. C-600, amending the Zoning Ordinance with a two driveway prohibition. Motion passed unanimously.

ORDINANCE NO. C-601:  
Front Porch Additions

Upon presentation, Greiner moved, Sensenich seconded to approve Ordinance No. C-601, amending the Zoning Ordinance for front porch additions. Motion passed unanimously.

ORDINANCE NO. c-602:  
Act 50 Update

Upon presentation, Mobley moved, Sensenich seconded to approve Ordinance No. C-602, amending the Zoning Ordinance including Act 50 update for small wireless facility requirements. Motion passed unanimously.

RESOLUTION NO. 945:  
Civil Service Reform

Upon presentation, Mobley moved, Sensenich seconded to approve Resolution No. 945, Civil Service Reform for hiring police officers. Motion passed unanimously.

PETITIONS, CORRESPONDENCE AND QUESTIONS:  
Request for Four-Way Stop at N. Cedar Street and New Street

Two years ago, William Brandt, 210 N. Cedar Street, requested consideration of a four-way stop intersection at N. Cedar Street and New Street, as he observes speeding and near miss accidents there. At that time, he was informed that the municipality must use PennDOT speed and crash experience to warrant stop signs. He cited his prior work as a first responder which led him to witness multiple auto accidents that resulted in life altering circumstances and deaths. He has contacted Senator Aument and Representative Mentzer in an effort to have PennDOT's authority granted to the local municipalities to establish four way stop intersections and speed limits. He offered a way in which Borough Council can support this change by advocacy efforts with the PA State Association of Boroughs (PSAB). Resolutions submitted by March 23, 2022, will be considered by the PSAB at their annual conference. Council will consider this with input from Chief Nye.

SUB-COMMITTEE ON SEWER AND WATER SERVICES:  
Inframark Report

Laucks reviewed the most recent Inframark Report. Foaming on the surface of the first and second stage process tanks is being monitored although it is not affecting the plant effluent quality. This is the sixth year in a row that the Lititz plant has received an Area Wide Optimization Program (AWOP) Award for outstanding efforts toward optimizing water filter plant performance. Inframark is talking to vendors about the WTP SCADA replacement project. Filter #1 and #2 breakers needed to be replaced. Brine lateral work for Filter #4 is completed. Mobley moved, Sensenich seconded to accept the Inframark January 2022, Monthly Report. Motion passed unanimously.

SUB-COMMITTEE ON STREETS AND TRAFFIC:  
Lititz Chocolate Walk Special Event Permit Application

Upon presentation, Sensenich moved, Mobley seconded to approve a Special Event Permit Application from the Local Kawanis Club for the 21st Annual Chocolate Walk in the same format it was pre-COVID, to be held on Saturday, October 8, 2022, from 10:00 A.M. to 4:00 P.M., and to bag the downtown parking meters during the event, reimbursing the Borough for the loss of revenue from the meters for the one day of courtesy parking. Motion passed unanimously.

Memorial Day Parade Special Event Permit Application

Upon presentation, Sensenich moved, Mobley seconded to approve a Special Event Permit Application for the Memorial Day Parade on May 30, 2022, 10:00 A.M. - 1:00 P.M., per submitted route, having the need for six event staff positions and road closures. Motion passed unanimously.

Sunday in the Park Activity Permit Application

Upon presentation, Sensenich moved, Mobley 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 5, 2022, from 10:00 A.M. - 3:00 P.M. Motion passed unanimously.

Free Fun Day in the Park Activity Permit Application

Upon presentation, Sensenich moved, Mobley seconded to approve an Activity Permit Application from the local Kawanis Club for the Free Fun Day in the Park, in the Lititz Springs Park, on May 21, 2022, from 11:00 A.M. - 2:00 P.M., with games, food, prizes, books, bounce house, and K-9 officer. Motion passed unanimously.

Parent Assn. Outdoor Event Activity Permit Application

Upon presentation, Sensenich moved, Mobley seconded to approve an Activity Permit Application from Linden Hall for a Parent Assn. Outdoor Event near their tennis courts, on March 25, 2022, from 6:00 P.M. - 8:00 P.M., with cocoa, food, games, and small fire pits. The Fire Co. will be made aware of the event. Motion passed unanimously.

Lititz recCenter 8th Annual Adult Triathlon Special Event Permit Application

Upon presentation, Sensenich moved, Mobley seconded to approve a Special Event Permit Application from the Lititz recCenter for the 8th Annual Adult Triathlon on Sunday, August 7, 2022, 8:00 A.M. - 11:00 A.M., per submitted route. Motion passed unanimously.

Handicapped Parking Space

Upon presentation, Sensenich moved, Mobley seconded to approve a request for a handicapped parking space for Jeffrey Sweigart, 140 N. Liberty Street. Motion passed unanimously.

Restrict Parking on Pine Lane

As requested by Chief Nye due to the narrowness of the lane, Sensenich moved, Mobley seconded to advertise an ordinance to restrict parking on Pine Lane between W. Main Street and W. Second Avenue. The adjacent neighbors would still have room to park vehicles on their properties bordering Pine Lane. Motion passed unanimously.

PennDOT Road Construction Project

The bid opening for the PennDOT Rt. 772 and Water Street Road Construction Project is scheduled for April 14, 2022.

SUB-COMMITTEE ON FINANCES:

Financial Statement/Bills

The Sub-Committee on Finances has a meeting scheduled for March 16, 2022, to review the 2021 Audit Report. Mobley moved, Sensenich seconded to approve the Financial Statement and pay the bills. Motion passed unanimously. Mobley highlighted invoices this month related to the police radios and dismantling the skatepark in anticipation of installing an affordable concrete replacement.

LST Refund Requests

Mobley moved, Sensenich seconded to approve a 2021 LST refund request from Randy Gilbert @ \$7.00, as he did not earn the minimum required amount. Motion passed unanimously. Mobley moved, Sensenich seconded to approve a 2021 LST refund request from Susan Geibe @ \$34.00, as she did not earn the minimum required amount. Motion passed unanimously.

SUB-COMMITTEE ON BUILDINGS, AND GROUNDS:

Application for Payment No. 11 – Public Works Garage

Upon presentation, Sensenich moved, Mobley seconded to approve the Application for Payment No. 11 from Ondra-Huyett Associates, Inc. for the Public Works Garage Project @ \$10,423.21. Motion passed unanimously.

SUB-COMMITTEE ON PLANNING:

Luther Acres Welcome Center Preliminary/Final Land Development Plan Extension of Time

Upon presentation, Sensenich moved, Mobley seconded to approve the extension of time to record the Luther Acres Welcome Center Preliminary/Final Land Development Plan, 600 E. Main Street, Project # 2014824-008, dated March 13, 2020, last revised June 15, 2020, in the R-1 District, pending the financial security be posted prior to recording. The extension will be effective until May 31, 2022. Motion passed unanimously.

SUB-COMMITTEE ON PERSONNEL:

Appointment as Alternate to WRRRC

Upon presentation, Greiner moved, Sensenich seconded to appoint Elijah Yearick as Alternate on the Warwick Regional Recreation Commission (WRRRC). Motion passed unanimously.

REPORT OF THE BOROUGH ENGINEER:

2022 Resurfacing Project

Upon presentation by Scott Hain and on a motion by Sensenich with a second by Greiner, the following base bids for the 2022 Resurfacing Project, E. Second Avenue from S. Broad Street to Kissel Hill Road, were unanimously accepted, as received through Pennbid and the contract was awarded to Pennsy Supply, Inc., as low bidder @ \$326,339.60:

• Pennsy Supply, Inc.	\$326,339.60
• H & K Group, Inc.	\$327,584.11
• New Enterprise Stone & Lime Co.	\$335,011.04
• Doug Lamb Construction, Inc.	\$345,474.00
• Highway Materials, Inc.	\$356,106.47
• JVI Group, Inc.	\$356,374.00
• Construction Masters Services, LLC	\$387,512.88
• Crilon Corp.	\$484,190.58

REPORT OF THE JUNIOR COUNCIL PERSON

Junior Council Person Carter Hain reported that the Warwick High School sports teams are strong and there was groundbreaking on the Warwick Field House Project.

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:**

- March 1, 2022 – Tuesday – Planning Commission Meeting – 7:00 P.M. (hybrid)
- March 8, 2022 – Tuesday – Council Meeting – 7:00 P.M. – If called by the President
- March 21, 2022 – Monday – Zoning Hearing Board Meeting – 7:00 PM. - Chambers
- \*\*\*\* March 29, 2022 – Tuesday – Council Meeting – 7:00 P.M. (hybrid)

**Other Meetings, etc.:**

- \*\*\*\* February 22, 2022 – Tuesday – Council Meeting – 7:00 P.M. (hybrid)
- February 28, 2022 – Monday – Workers Comp Audit – Conference Room – 10:30 A.M.
- February 28, 2022 – Monday – Parks Committee – 4:00 P.M. (hybrid)
- February 28, 2022 – Monday – HAAC Meeting – Conference Room - 6:00 P.M.
- February 28, 2022 – Monday – Lititz Fire Co. – Fire House – 7:00 P.M.

Monthly Meeting Dates (Cont)

March 3, 2022 – Thursday – Shade Tree Commission – 12:00 Noon (tbd)  
March 7, 2022 – Monday – Lititz Public Library Board – Library - 7:00 P.M.  
March 8, 2022 – Tuesday - MS4 Committee – 3:30 P.M. (hybrid)  
March 9, 2022 – Wednesday – County Mayor's Assn– Council Chambers – 12 Noon  
March 15, 2022 – Tuesday - Partners Meeting – Warwick Township -12:00 Noon  
March 15, 2022 – Tuesday – Warwick School Board – 7:00 P.M.  
March 16, 2022 – Wednesday – Finance Committee Audit Review - Chambers – 2:30 P.M.  
March 17, 2022 – Thursday – Reg Housing & Econ Development – 7:30 A.M. (webconf)  
March 21, 2022 – Monday - Parks Committee – 4:00 P.M. (hybrid)  
March 21, 2022 – Monday - HAAC Meeting – Conference Room - 6:00 P.M.  
March 28, 2022 – Monday – Lititz Fire Co. – Fire House – 7:00 P.M.  
March 29, 2022 - Tuesday – LCBA – 6:00 P.M. (tbd)  
\*\*\*\* March 31, 2022 – Thursday - Joint Mtg – Lititz, WT, ET, WSD - 7:00 P.M. (webconf)  
\*\*\*\* All Council members should plan to be at these meetings

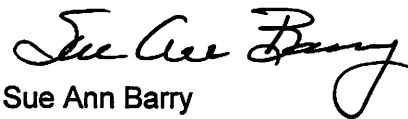
REPORT OF THE PUBLIC WORKS FOREMAN, FACILITIES MANAGER &  
ENVIRONMENTAL COORDINATOR:

The interceptor easements and the Cargill easement agreement are in the works. The police garage door and two man doors should arrive in March. Farlow added an office auto attendant and email has been migrated to Office 365. Emergency Response Plan signs were installed in the office and Council Chambers. A proposal was received for street trees on E. New Street and the Lititz Public Library (due to the relocation of the interceptor), with the total cost below the required bidding threshold, to be planted in the fall.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:20 P.M. on a motion by Greiner with a second by Sensenich.

Respectfully submitted,



Sue Ann Barry  
Secretary/Treasurer