

LITITZ BOROUGH COUNCIL
Minutes of Meeting Held January 31, 2017
7 S. Broad Street, Lititz, PA

The regular meeting of the Lititz Borough Council was called to order at 7:00 P.M. on January 31, 2017, by President Weibel with Council members Greiner, Hain, Sensenich, Van Brookhoven and Weaver present. Others in attendance were Sue Ann Barry (Secretary/Treasurer), Chief Kerry Nye, Andy Garner, Elijah Yearick, Todd Kauffman, Michael Wolgemuth, Darrell Becker, Collin Kauffman, Paul & Kristine Castellitto, Tony Helm, and Laura Knowles of the Lititz Record Express. The meeting opened with an invocation by Pastor Tony Helm followed by the pledge of allegiance. The minutes of the December 27, 2016, Council meeting were unanimously approved as amended on a motion by Greiner with a second by Van Brookhoven.

PETITIONS, CORRESPONDENCE AND QUESTIONS:
Junior Council Person

The Mayor swore in Collin Kauffman as Junior Council Person for the next term. He was welcomed by all. He attends Warwick High School and his extra-curricular activities include Civics Club, Link Crew and NBHS. He works at United Zion Retirement Community. His referring teacher, Paul Castellitto was in attendance.

REPORT OF THE BOROUGH ENGINEER:
2017 Street Resurfacing Project

Becker is currently taking measurements in preparation of advertising the 2017 Street Resurfacing Project.

REPORT OF THE BOROUGH MANAGER:
Monthly Meeting Date Reminders

Regular Monthly Meetings:

- February 7, 2017 - Tuesday - Planning Commission Meeting - 7:00 P.M.
- **** February 14, 2017 - Tuesday - Council Meeting - 7:00 P.M.- If called by the President
- February 27, 2017 - Monday - Zoning Hearing Board Meeting - 7:00 P.M.
- **** February 28, 2017 - Tuesday - Council Meeting - 7:00 P.M.

Other Meetings, etc.:

- January 30, 2017 - Monday - Lititz Fire Co. - Fire House - 7:00 P.M.
- **** January 31, 2017 - Tuesday - Council Meeting - 7:00 P.M.
- February 2, 2017 - Tuesday - WRRC - Pool Feasibility Study - Rock Lititz - 8:00 A.M.
- February 4, 2017 - Thursday - Safety Committee Meeting - 2:00 P.M.
- February 6, 2017 - Monday - Lititz Public Library Board of Directors - Library - 7:00 P.M.
- February 8, 2017 - Wednesday - Venture Lititz - Conference Room - 7:30 A.M.
- February 14, 2017 - Tuesday - MS4 Committee Meeting - Conference Room - 3:30 A.M.
- February 16, 2017 - Thursday - Regional Built & Natural Infrastructure - Lititz - 7:00 A.M.
- February 21, 2017 - Tuesday - Warwick School Board - District Office - 7:00 P.M.
- February 22, 2017 - Wednesday - LCBA Meeting - Pressroom, Lancaster - 6:00 P.M.
- February 27, 2017 - Monday - Parks Committee - Conference Room - 4:00 P.M.
- February 27, 2017 - Monday - Historical Area Advisory Committee - 6:00 P.M.
- February 30, 2017 - 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:

There were no questions or comments on the Public Works Department's monthly report. Interior work on the garage is progressing. The Water Street lot will soon be complete. There have been 780 new water meter units installed. Kauffman reviewed his Facilities Manager's monthly report, including continuing activities. New lighting has been ordered for the garage. A quote is coming for a security and fire alarm system. The Small Water and Sewer Program Grant awards will be in March.

Energy Costs

PSAB has partnered with APPI Energy to investigate electricity supply costs and Talen Energy seems to have favorable savings. Greiner moved, Van Brookhoven seconded to negotiate with Talen Energy for twenty-two months of energy costs for the Borough. After twenty-two months, the water and sewer plants energy contract will expire. Motion passed unanimously.

REPORT OF THE MAYOR & CHIEF OF POLICE:

The Mayor gave an Eagle Scout presentation and attended a daycare function at the Lititz United Methodist Church during the month. Newly appointed Junior Council Person Kauffman will be participating in a shadowing program in the PD.

Appoint Permanent Police Officers

Upon recommendation of the Mayor, Greiner moved, Weaver seconded to appoint Police Officers Cameron Burke and Tyler Weinoldt as permanent officers in the Police Department following their one year probation, effective February 1, 2017. Motion passed unanimously.

2017 Police SUV

Upon presentation, Hain moved, Sensenich seconded to purchase a 2017 Ford Explorer SUV for the PD through the COSTARS Program utilizing Whitmoyer Auto Group, Mount Joy @ \$28,900.00. Motion passed unanimously.

Annual Report of the Police Department

Council reviewed the Annual Report of the Police Department. The most dangerous intersections were noted. It was requested that Sgt. Hahn attend the February Council meeting and give a brief presentation on the Annual Report. Annual costs of events will also, be discussed next month.

REPORT OF THE DIRECTOR OF COMMUNITY PLANNING:

Yearick reviewed his Director of Community Planning monthly report and continuing activities. A Wittenberg Sketch Plan, VFW modification request, Versatek Land Development Plan, and Derck & Edson addition will be before for Planning Commission in the next few months. A kick-off meeting for the Joint Comprehensive Plan will be on March 27, 2017, at 5:00 P.M., at ABC. The framed 1850 maps are hanging in the brick hallway.

Wireless Industry Bill

Recently the wireless industry drafted a bill that would erode municipal authority to manage such facilities. They are attempting to categorize wireless uses as essential services under the PUC, i.e., water, sewer, etc. After discussion, Hain moved, Weaver seconded to retain Cohen Law Group if the wireless industry drafted bill continues to gain momentum. Motion passed unanimously.

REPORT OF THE JUNIOR COUNCIL PERSON:

Junior Council Person Kauffman provided a report on his activities at Warwick High School. He is on the National Honor Society and he is one of the Fire & Ice dodgeball tournament organizers. The high school is hosting a talent show on February 25, 2017, as a fundraiser for childhood cancer.

SUB-COMMITTEE ON SEWER AND WATER SERVICES:

Severn Trent Report

The monthly Severn Trent report was reviewed. The 2016 percentage of Borough flow at the WWTP decreased slightly. Water Plant production increased slightly. There have been ongoing remote communication

Severn Trent Report (Cont)

issues between the Water Plant and Well #7. A fire protection engineer needs to certify the area at the boilers is explosion-proof.

SUB-COMMITTEE ON STREETS AND TRAFFIC:
Special Event Permit Application for Lion's Club Car Show

Upon presentation, Sensenich moved, Van Brookhoven seconded to approve a Special Event Permit Application from the Lion's Club for closing E. Main Street between Oak Street and Broad Street with no parking and event staff, for the Lititz Lion's Club Car Show on August 16, 2017, from 5:00 P.M. to 9:00 P.M. Motion passed unanimously.

Special Event Application for Sauder's Egg Run

Upon presentation, Sensenich moved, Van Brookhoven seconded to approve a Special Event Permit Application for the 25th Annual Sauder's Easter Egg Run on April 15, 2017, from 7:00 A.M. - 1:00 P.M., per the race course provided, beginning and ending on W. Main Street in the vicinity of the Lititz Fire Co. No. 1. Road closure and traffic control will be needed. Motion passed unanimously.

Handicapped Parking Spaces

Upon presentation, Sensenich moved, Greiner seconded to approve a request for a handicapped parking space for Janet Stone, at 143 S. Spruce Street, upon receiving a handicapped placard. Although she cannot yet drive, she needs an area where her 3-4 care givers can park to get her to her medical appointments. Signage and paint will come later as her condition improves. Motion passed unanimously.

Sensenich moved, Greiner seconded to approve a request for a handicapped parking space for Pamela Deemer, at 220 E. Lincoln Avenue. Motion passed unanimously.

Sensenich moved, Greiner seconded to approve a request for a handicapped parking space for Mae Adams, at 21 S. Spruce Street. Motion passed unanimously.

Fire & Ice Festival

Weibel expressed dissatisfaction with Fire & Ice Festival organizer, Dawn Rissmiller, as she has not identified the parking areas available for the Friday night block party. She had told Council that she has secured private parking areas around downtown, but the areas are not identified anywhere on the website. Also, having two Fire & Ice Festival facebook pages creates confusion.

Snow Emergency Procedures and Routes

The draft Snow Emergency Procedures and Routes Ordinance is ready for the Borough Solicitor's comments. Staff will then work with the Lititz Record Express to get notification out to the public regarding a public meeting on the ordinance.

SUB-COMMITTEE ON PLANNING:
Alternates

There is a need to occupy the Planning Commission with alternates, due to conflicts of interest.

SUB-COMMITTEE ON ZONING:
Zoning Hearings

There were no cases that were before the Zoning Hearing Board in January.

SUB-COMMITTEE ON LITITZ REC AND WRRC:
Wade Associates Pool Feasibility Study

The draft of the Wade Associates Pool Study was riddled with mistakes, wrong and missing information and returned to them for corrections with a final draft to be delivered within two weeks.

SUB-COMMITTEE ON FLOOD CONTROL COMMITTEE/STORMWATER:
MS4 CAFO

The Consent Agreement and Final Order (CAFO) for the alleged Clean Water Act violations associated with the Borough's MS4 Program has been received. EPA has incorporated all of the Borough Solicitor's suggested changes to the document. The findings of violation are limited to only two allegations that indicate that the Borough had not fully developed its Stormwater Management Program for its MS4 program. The amount of the civil penalty is the agreed upon amount of \$3,000. Hain moved, Van Brookhoven seconded to approve the Consent Agreement and Final Order (CAFO) for the alleged Clean Water Act violations associated with the Borough's MS4 Program. Motion passed unanimously.

Exelon Grant for Watershed Improvements

The Borough's Exelon grant application has been approved through the Lancaster County Conservation District (LCCD) @ \$65,000, for watershed improvements at the Haas site. Hain moved, Greiner seconded to accept the Exelon grant through the LCCD @ \$65,000, for the Santo Domingo Stream Bank Stabilization Project at the Haas site. Motion passed unanimously. LandStudies has submitted responses to comments from the LCCD regarding the permit application.

Butterfly Acres Long Term Management Plan

LandStudies provided a technical summary of the Butterfly Acres Long Term Management Plan.

Low Volume Road Environmental Maintenance Projects

LCCD is accepting applications for Low Volume Road Environmental Maintenance projects. The Borough has identified four water quality and BMP projects and LandStudies is partnering with one of those projects. All of the projects received favorable initial feedback from LCCD. The Borough's match would be in kind work provided by PWD.

SUB-COMMITTEE ON PERSONNEL:
Resignation from Sewer Authority

On a motion by Weaver with a second by Hain, Joseph Kane's resignation from the Lititz Sewer Authority due to his work and personal schedule, was accepted with regret. Motion passed unanimously. Ed Brown is serving as Chair and Hain has two possible candidates for the Sewer Authority.

SUB-COMMITTEE ON FINANCE:
LST Refund Requests

Weaver moved, Sensenich seconded to approve a 2016 LST refund request from Terri Weaver @ \$49, as she did not earn the minimum required amount. Motion passed unanimously. Weaver moved, Sensenich seconded to approve a 2016 LST refund request from Jamie Bushong @ \$48, as he did not earn the minimum required amount. Motion passed unanimously. Weaver moved, Sensenich seconded to approve a 2016 LST refund request from Susan Geibe @ \$49, as she did not earn the minimum required amount. Motion passed unanimously.

Debt Management Policies

The Finance Committee will have a draft Debt Management Policies recommendation at the February meeting.

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

After Greiner explained the details of the WESC Amended and Restated Inter-Municipal Agreement, he moved, Hain seconded to accept the WESC Amended and Restated Inter-Municipal Agreement, date to be determined. Motion passed unanimously.

Appointment of Chris Strayer to WESC

Upon presentation, Greiner moved, Hain seconded to appoint Chris Strayer to serve as the Lititz Borough citizen at large representative on WESC. Motion passed unanimously.

REGIONAL COMMITTEE REPORTS:
Venture Lititz

Weibel provided a report on Venture Lititz. Downtown Manager Kelly Withum has resigned from VL, as her hours had to be drastically cut due to depleting funds. The VL Board will reassess where they are and where they are going. Board members are volunteering to do some of the work.

Regional Coordinating Committee

Weibel provided a report on the Regional Coordinating Committee meeting. They are organizing the update to the IMPACT 2017 plan. Weibel encouraged all Council members to attend the update meetings as tentatively scheduled below.

Date	Time	Location	Topic
Monday, March 27th	5:00PM-7:00PM	Appalachian Brewing Company	Kickoff meeting
Thursday, April 20th	7:30AM-9:00AM	Rock Lititz Pod 2	Economic devel'mnt
Thursday, May 18th	7:30AM-9:00AM	Zig's Bakery & Café	Housing
Saturday, June 17th	8:00AM-10:00AM	Elizabeth Township Community	Community services
Thursday, July 20th	7:30AM-9:00AM	Park Pavilion	& quality of life
		Millport Conservancy	Built, natural &
Thursday, September 21st	6:30PM-8:30PM	Warwick Middle School	historic resources
		Auditorium	Discussion of five
			year objectives

FINANCIAL STATEMENT/BILLS

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

OTHER BUSINESS:
Lead Service Lines

Doutrich and Wolgemuth of Severn Trent sent Weibel an article about the Flint lead situation, regulations and future actions. The Borough should consider requiring (instead of suggesting) homeowners replace lead service lines, if they have them, when a water line replacement project is to begin.

LCBA Meeting

Weibel encouraged Council members to attend the LCBA meeting on February 22, 2017, 6:00 P.M., hosted by Lancaster City at the Pressroom. As she represents the Borough at these meetings, she encouraged another Council member to take her place when she is no longer on Council.

SBA Permanent Easement Proposal

SBA, the communications company that leases the tower located at the Borough Water Plant, offered to create a perpetual communications easement over the Borough's property for a lump sum payment. Having had input from the Borough Solicitor and weighing pros vs. cons, Hain moved, Greiner seconded to reject the SBA offer to create a perpetual communications easement over the Borough's property for a lump sum payment. Motion passed unanimously.

414 Hensley Street

At Chief Nye's encouragement, Weibel, Greiner and Nye met with Steven Coe, 414 Hensley Street, to discuss his past frustration with staff and complaints about his property. Most of his objections were past the statute of limitations. It was a civil meeting and he had the attention of two Council members, but the conclusion was that they agreed to disagree.

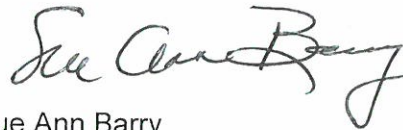
Mayors Meeting

Mayor Snyder recently attended a county mayors meeting where they continued discussing the heroin epidemic. Three other matters they all agreed to concentrate on was taxes, Federal mandates and police issues.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:30 P.M. on a motion by Greiner with a second by Van Brookhoven.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Sue Ann Barry".

Sue Ann Barry
Secretary/Treasurer