

LITITZ BOROUGH COUNCIL
Minutes of Meeting Held January 28, 2020
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 28, 2020, by President Weaver with Council members Brubaker, Greiner, Lee, and Sensenich present. Others in attendance were Mayor Snyder, Councilman-Elect Mobley, Sue Ann Barry, Chief Kerry Nye, Andy Garner, Jordan Garner, Cory Rathman, Nathan Laucks, Todd Kauffman, Officer Cameron Burke and other members of the Lititz Police Department, K-9 Nicha, Duane Ober, Mike Smith, Cecilia Deel, Tara Giorgio, Alex Piehl, Sheila O'Rourke, Chris Strayer, Fred Raffensberger, Corey Salzano, Ethan Levengood, and Laura Knowels of the Lititz Record Express. The meeting opened with an invocation by Rev. Levengood followed by the pledge of allegiance led by the Mayor. On a motion by Sensenich, with a second by Greiner, the minutes of the December 17, 2019, and the January 6, 2020, Council meetings were unanimously approved.

LOYALTY OATH

Mayor Timothy Snyder administered the Loyalty Oath to Kendrick N. Mobley (Borough Council Second Ward, 2-year term), having been duly elected to Council.

With K-9 handler Cameron Burke at hand, Mayor Timothy Snyder administered the Loyalty Oath to 18-month old K-9 Nicha, a Belgian Malinois who was trained at Vohne Liche Kennels in Indiana. Burke and Weaver thanked the community of Lititz who helped the Police Department raise over \$85,000, towards the K-9 Program, the first since Reky retired in January, 2011.

REPORT OF THE JUNIOR COUNCIL PERSON:

Junior Council Person Isabel Mejia reported that the Warwick High School students started their second semester and that the clubs are gearing up for the Fire & Ice Festival on the weekend starting February 14, 2020. The International Art Society will be doing face painting at the Bonfield Elementary School on February 6, 2020. Mejia left the meeting at this time to attend a swim meet.

PETITIONS, CORRESPONDENCE AND QUESTIONS:

Emergency Operations Plan (EOP)

Upon presentation, Greiner moved, Sensenich seconded to adopt the Emergency Operations Plan (EOP) update presented by Emergency Management Coordinator Duane Ober, in the form of Resolution No. 912. Motion passed unanimously. All Council members signed the promulgation form.

Exemption of Weight Limit Restriction on the N. Oak Street Bridge

Recently, the Borough placed a weight limit restriction of 32 tons on the N. Oak Street bridge over the Lititz Run, between E. Main Street and E. Front Street. The Lititz Fire Co.'s ladder truck weighs ~ 40 tons. Because N. Oak Street is the primary response route to properties located north and east of the intersection of N. Oak Street and E. Front Street, Fire Chief Mike Smith requested an exemption of the weight limit restriction on the N. Oak Street bridge for the ladder truck. Rathman, in speaking with Scott Stock, P.E., CBSI, Structural Engineer with Mackin Engineering recently, referred the request to PennDOT for a recommendation.

REPORT OF THE BOROUGH ENGINEER:

Bridge Inspection Reports

Scott Stock, P.E., CBSI, Structural Engineer with Mackin Engineering, recently completed the safety inspections of the Borough bridges for the 2018-2019 term and met with Rathman and Andy Garner to review the reports. They plan to meet with the Sub-Committee on Streets and Traffic to review the maintenance recommendations.

Survey Proposal for Noble Street

Upon presentation by Rathman, Lee moved, Sensenich seconded to approve a proposal from Trimble Surveyors @ \$3,500.00, to survey Noble Street from the east curb line of Cedar Street to the east property line of 231 Noble Street, and from the north side right-of-way of Noble Street to the curb line on the south side of Noble Street, for stormwater work to be added to the Main Street and Water Street Stormwater Project. Motion passed unanimously.

Walnut Street and Lockup Lane Project

Upon presentation, Lee moved, Sensenich seconded to approve Change Order No. 4 @ (\$33,704.90) and Application for Payment No. 4 (Final) @ \$49,329.54, to Anrich, Inc. for Walnut Street & Lockup Lane Storm Sewer & Green Alley Improvement Project. Motion passed unanimously.

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:

- February 4, 2020 - Tuesday - Planning Commission Meeting - 7:00 P.M.
- **** February 11, 2020 – Tuesday – Council Meeting – if called by the President
- February 24, 2020 – Monday – Zoning Hearing Board Meeting – 7:00 P.M.
- **** February 25, 2020 – Tuesday – Council Meeting - 7:00 P.M.

Other Meetings, etc.:

- January 27, 2020 – Monday – Zoning Hearing Board Meeting – 7:00 P.M. (postponed)
- January 27, 2020 – Monday - HAAC – Conference Room - 6:00 P.M.
- January 27, 2020 – Monday - Parks Committee – Conference Room– 4:00 P.M. (cancelled)
- January 27, 2020 – Monday – Lititz Fire Co. – Fire House – 7:00 P.M.
- **** January 28, 2020 – Tuesday – Council Meeting – Council Chambers - 7:00 P.M.
- February 3, 2020 – Tuesday – WESC – Brunnerville Fire Co. – 6:30 P.M.
- February 3, 2020 – Monday – Lititz Public Library Board - Library 7:00 P.M.
- February 5, 2020 – Thursday – Safety Committee – Conference Room - 2:00 P.M.
- February 7, 2020 – Friday – Breakfast w/ Sen. Aument – Shady Maple – 7:30 A.M.
- February 7, 2020 – Friday - Sub-Committee on Regional Duties – Conference Room – 9:30 A.M.
- February 11, 2020 – Tuesday - MS4 Committee - Conference Room – 3:30 P.M.
- February 18, 2020 - Tuesday – WRRC Board – Lititz recCenter – 8:30 A.M. (cancelled)
- February 18, 2020 – Tuesday – Warwick School Board – District Office – 7:00 P.M.
- February 19, 2020 – Monday – Sub-Committee Regional Duties – Warwick Township – 4:00 P.M.
- February 20, 2020 – Thursday – Regional Built/Natural Infrastructure – Elizabeth Twp – 7:30 A.M.
- February 24, 2020 – Monday - Parks Committee – Conference Room – 4:00 P.M.
- February 24, 2020 – Monday - HAAC – Conference Room - 6:00 P.M.
- February 24, 2020 – Monday – Lititz Fire Co. – Fire House – 7:00 P.M.
- February 25, 2020 – Tuesday – Sub-Committee Pension & Staff - Council Chambers – 10:00 A.M.
- February 26, 2020 – Wednesday – LCBA – tbd – 6:00 P.M.
- **** All Council members should plan to be at these meetings.

REPORT OF THE PUBLIC WORKS FOREMAN, FACILITIES MANAGER &
ENVIRONMENTAL COORDINATOR:
Spring 2020 Bare Root Program

A new TreeVitalize grant has been approved for the planting of six trees in the Borough through the Spring 2020 Bare Root Program, which was formed to assist communities in PA with increasing the tree canopy and commitment to urban and community forests.

Arrowhead Drive Meter Pit Replacement Project

Upon presentation, Greiner moved, Sensenich seconded to approve the construction and installation of the Arrowhead Drive Meter Pit to Rocky Road Construction @ \$12,850.00, per the lowest quote of three received. Motion passed unanimously.

Interceptor Manholes

Upon presentation, Lee moved, Sensenich seconded to approve the Lititz Reserve developer's offer to install WrapidSeal watertight frames and manhole covers within the bioswale at the Borough's interceptor @ \$11,550.00, instead of raising the existing manholes @ \$27,960. The developer will contribute the difference in cost of \$16,410.00 to the Borough. Council feels that this is a viable compromise considering it will be abandoned at the end of 2021. A written agreement between the two parties will be created. Motion passed unanimously.

Sewer Interceptor Relocation Project Bids

On a motion by Lee with a second by Sensenich, the bids for the Sewer Interceptor Relocation Project were unanimously accepted, as follows:

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| • Bottom Line Contracting, Inc. | \$111,339.00 |
| • B.R. Kreider & Son, Inc. | \$150,670.00 |
| • DeTraglia Excavating and Landscaping, Inc. | \$189,630.00 |
| • Fidelity Contracting, LLC | \$220,300.00 |

Upon presentation, Lee moved, Sensenich seconded to award the contract for the Sewer Interceptor Relocation Project to low bidder Bottom Line Contracting, Inc. @ \$111,339.00. Motion passed unanimously.

Determination of Future Sewer EDUs

Kauffman provided an updated review of the approximate remaining sewer capacity at the WWTP and the future Borough EDUs to sell to prospective developers. The analysis included data from PADEP Chapter 94 Reports, the Joint Sewer Capacity and Service Agreement between the Borough and WTMA, the 2018 historic rainfall and associated inflow and infiltration, the use of the average daily discharge exceeding the reserve capacity in any two consecutive months, and existing projects with allocated capacity. The conclusion is that the Borough has no available capacity at this time. In the meantime, it is recommended that the Borough and WTMA meet with Entech representatives to assess the potential for re-establishing each municipality's reserve capacity based on the WWTP's maximum monthly design flow of 4.81 MGD, instead of 3.85 MGD annual average design flow, and any implications of such an approach. The Borough and WTMA are in the middle of the update to the Act 537 Plan to evaluate future growth potential over the next twenty years. Lee stressed the importance of the development of a Reservation of Capacity Program, too.

Sheila O'Rourke, representing Warwick House Lititz, LLC, equitable owner of 102 and 104 N. Broad Street, stated that she and her client are very interested in the process and eager for a solution so that they can move forward with their project. She thanked Council for their attention to the situation. After the EDU issue is resolved, their next step is to file a Conditional Use application. Tara Giorgio is the new owner of 112 S. Spruce Street and is working on a small adaptive reuse project and is need of three additional EDUs. She asked if there is a timeframe for a reservation list. The next logical step will be to schedule a meeting with Borough, WTMA and Entech representatives to assess the potential for re-establishing each municipality's reserved capacity based on the maximum daily design flow. The maximum daily design flow is already part of the DEP permit, so that would not be a deterrent.

REPORT OF THE MAYOR & CHIEF OF POLICE:

Chief Nye ordered the two budgeted vehicles through COSTARS with delivery expected in April, 2020.

2020-2021 SUB-COMMITTEE ASSIGNMENTS

As recommended by the President, on a motion by Sensenich with a second by Mobley, the following Council 2020-2021 Sub-Committee and Regional Committee assignments were unanimously approved.

Sub-Committee Employee Benefits/Insurance -

Greiner, Chairman
Mobley

Sub-Committee on Buildings/Grounds/Pool -

Lee, Chairman
Brubaker

Sub-Committee on Finances -

Mobley, Chairman
Sensenich

Sub-Committee on Personnel & Negotiations -

Greiner, Chairman
Lee

Sub-Committee on Flood Control -

Mobley, Chairman
Sensenich

Fire Company Liaison -

Greiner

Lititz Public Library Liaison -

Lee

Warwick Emergency Services Commission -

Greiner

Regional Coordinating Committee -

Weaver

Regional Housing/Economic Dev Committee -

Weaver

Regional Community Development Committee -

Mobley

Sub-Committee on Streets & Traffic -

Sensenich, Chairman
Lee

Sub-Committee on Water/Sewer Services -

Mobley, Chairman
Brubaker

Sub-Committee on Planning -

Lee, Chairman
Brubaker

Sub-Committee on Zoning -

Lee, Chairman
Brubaker

Lititz recCenter Liaison -

Snyder

School District Liaison -

Weaver

Venture Lititz Representative -

Sensenich

Warwick Regional Recreation Committee -

Greiner

Lee

Regional Built & Natural Infrastructure Comm -

Lee

Junior Council Person Coordinator -

Snyder

Warwick to Ephrata Rail Trail Committee -

Brubaker

SUB-COMMITTEE ON SEWER AND WATER SERVICES:

Laucks referred to the Inframark Monthly Report. Inframark is considering the purchase of a Class B cake conveyor. Gravity Filter #3 is complete and back in service. Anion Filters #2 and #4 are complete and back in service. Mobley moved, Greiner seconded to accept the monthly Inframark Report. Motion passed unanimously.

Application for Payment No. 5 – Filter Media Replacement Project

Upon presentation, Mobley moved, Greiner seconded to approve the Application for Payment No. 5 from M2 Construction for the Filter Media Replacement Project at the Water Plant @ \$122,355.00. Motion passed unanimously.

SUB-COMMITTEE ON STREETS AND TRAFFIC:

Sauder's Easter Egg Run and Egg Hunt Special Event Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve a Special Event Permit Application from Sauder's Eggs for the annual Egg Run/Walk, on April 11, 2020, 7:00 A.M. set up, 9:00 A.M. race, followed by an Easter egg hunt in the Lititz Springs Park. Motion passed unanimously.

The Great Water Ball Race Activity Permit Application

Upon presentation, Sensenich moved, Mobley seconded to approve an Activity Permit Application from the Young Men's Business League for The Great Water Ball Race in the Lititz Springs Park, as a scholarship fund raiser, on June 6, 2020, 8:00 A.M. – 10:00 A.M. Motion passed unanimously.

Woodridge Swim Club 4th Annual Beer Fest Special Event Application

Upon presentation, Sensenich moved, Greiner seconded to approve a Special Event Permit Application from Woodridge Swim Club for their 4th Annual Beer Fest as a fund raiser to be held on Saturday, May 2, 2020, from 3:00 P.M. to 7:00 P.M. on the Woodridge Swim Club grounds, 50 W. Seventh Street. Motion passed unanimously.

Advertise for Bids for the 2020 Street Resurfacing Project

Upon presentation, Sensenich moved, Greiner seconded to approve advertising for bids for the 2020 Street Resurfacing Project including Arrowhead Drive and Stroh, Pine, Bear, and Middle Lanes. Motion passed unanimously.

Advertise for Bids for the E. Main Street Sidewalk Replacement Project

Upon presentation, Sensenich moved, Greiner seconded to approve advertising for bids for the E. Main Street Sidewalk Replacement Project pending completion of the documents to the satisfaction of Borough Staff. Motion passed unanimously.

SUB-COMMITTEE ON PLANNING:

Linden Hall Residence Hall Preliminary/Final Plan Time Extension

Upon presentation, Greiner moved, Sensenich seconded to approve an extension in time until May 24, 2020, for the conditional approval granted for the Preliminary/Final Land Development Plan for Linden Hall Residence Hall, dated September 6, 2019, revised October 16, 2019, 212 E. Main Street, Lititz, PA, for a new residence hall and lounge/lobby space at the Honeycutt Hall. Motion passed with Lee abstaining.

CCRC Amendment to the Zoning Ordinance

The Planning Commission has been working with both the Luthercare and Moravian Manor engineers on a text amendment allowing CCRCs within the R-1 District. Representing Moravian Manor, Alex Piehl of RGS Associates was present and indicated his satisfaction with the final draft document. Joyce Gerhart of RGS, who represents Luthercare was present at the last Planning Commission meeting when the final draft of the document was recommended for approval, and she indicated her satisfaction of the final document, also. Lee moved, Sensenich seconded to advertise the amendment to the Zoning Ordinance allowing CCRCs within the R-1 District. Motion passed unanimously.

SUB-COMMITTEE ON LITITZ recCENTER BOARD/WRRC:

Greiner reported on the January 21, 2020, WRRC meeting. There will be future meeting date changes. The pool project is ahead of schedule; the contractors did not hit rock. The pool will open as planned on May 23, 2020. The season pass fee structure was questioned as there will be no differentiation between resident and non-resident rates. Out of 1,200 original Silver Sneakers participants, 200 rejoined. The recCenter unveiled a new logo for the Lititz Springs Pool calling it the Lititz rec Springs Pool. The Mayor talked them into keeping the name the Lititz Springs Pool but using the recCenter logo.

SUB-COMMITTEE ON BUILDINGS, GROUNDS AND SWIMMING POOL:

Public Works Garage Renovations

The committee continues to actively work through some of the major issues with the Public Works Garage renovations to bring the costs down.

SUB-COMMITTEE ON FLOOD CONTROL COMMITTEE/STORMWATER:

The January 21, 2020, Flood Control Committee was cancelled, however, Mobley met with Yearick to review the committee's goals. Much of the committee work has gone to Borough staff and consultants due to the complexities and requirements of stormwater in the past number of years. The Lititz Borough Authority (LBA) passed a resolution adopting the stormwater fees.

SUB-COMMITTEE ON PERSONNEL:
Appointment to Parks Committee

Upon presentation, Greiner moved, Mobley seconded to appoint Charis Pankratz to the Borough Parks Committee. Motion passed unanimously.

SUB-COMMITTEE ON FINANCES:
Financial Statement/Bills

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

REGIONAL COMMITTEE REPORTS:
Venture Lititz Update

Sensenich reported that Venture Lititz continues to focus their energies on the Fire & Ice event starting February 14, 2020, with E. Main Street closed from Broad to Water Street, from Friday afternoon through Saturday at 10:00 P.M.

Regional Coordinating Committee Meeting

The Regional Coordinating Committee heard updates at their last meeting from the Built & Natural Infrastructure Committee and the Housing & Economic Development Committee. Representation from LCPC was at the meeting and encouraged all to take the Places2040 survey and the Connects2040 survey.

RESOLUTION NO. 911:
Establishing a Stormwater Fee

Greiner moved, Sensenich seconded to approve Resolution No. 911, establishing a stormwater fee. Motion passed unanimously.

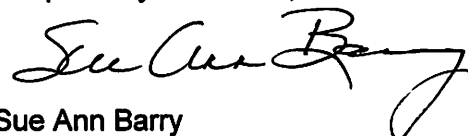
OTHER BUSINESS:
RAM No Longer Accepting Cardboard or Paper

It was noted that RAM Corp. is no longer accepting cardboard or paper for recycling as there was too much traffic interfering with their operations.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:25 P.M. on a motion by Greiner with a second by Sensenich.

Respectfully submitted,



Sue Ann Barry
Secretary/Treasurer