

LITITZ BOROUGH COUNCIL
Minutes of Meeting Held January 26, 2021
Zoom Remote Video and Audio Conferencing

Due to the coronavirus (COVID-19) pandemic and the Governor's social distancing measures, the January 26, 2021, Lititz Borough Council meeting was conducted virtually utilizing Zoom, which is a cloud-based platform for remote video and audio conferencing. The Borough Hall was not open for this meeting. The general public could join the meeting at no cost by utilizing the information posted on the front door and on the Borough website. The meeting was called to order at 7:00 P.M. by President Weaver with Council members Brubaker, Greiner, Lee, Mobley, and Sensenich present virtually. Others in virtual attendance were Mayor Snyder, Sue Ann Barry, Chief Kerry Nye, Elijah Yearick, Todd Kauffman, Andy Garner, Jordan Garner, Rob McFadden, Holly DeKarske, Chris Strayer, Jared Hahn, Scott Hain, Amanda Groff, Todd Dickinson, Bill Fredericks, Alex Piehl, Dave Swartley, and Laura Knowels of the Lititz Record Express. In order to accommodate public comments at this meeting, the Borough accepted comments via email and written submission. On a motion by Greiner, with a second by Mobley, the minutes of the December 29, 2020, Council meeting were unanimously approved as presented.

PRESENTATIONS:
2020 Annual Police Report

Sgt. Jared Hahn presented a recap of the 2020 Annual Police Report and the impacts of COVID throughout the year, resulting in reductions in calls, reports, traffic citations, parking tickets, etc. Domestic violations increased. The PD is focused on maintaining positive relationships with the community. This is their twelfth year of accreditation, having adopted policies long before other departments. Hahn stated that the officers feel fortunate to work in the Lititz community. Council, the Mayor and Chief thanked Hahn for his efforts.

Warwick Bands Food Truck Festival Activity Permit Application

In this era of COVID-19 and hard hit brick and mortar restaurants, Venture Lititz Executive Director Holly DeKarske was requested to address the Warwick Bands Food Truck Festival Activity Permit Application, a fundraiser for Sunday, May 16, 2021, in the Lititz Springs Park, open to the public having approximately fifteen food trucks. The trucks will be spaced out and timing will be addressed. There is really no way to regulate the crowd or number of people who show up. After discussion, Sensenich moved, Greiner seconded to table the Warwick Bands Food Truck Festival Activity Permit Application until DeKarske, Nye and Sensenich meet with the organizers to get more details and get input from the restauranteurs. Motion passed unanimously.

Downtown Portable Restroom Facilities

After discussion on the restrictions some shops are placing on their restroom use and the Visitors Center being closed, and since the downtown portable restroom facilities were removed after the holiday season, Sensenich moved, Greiner seconded for DeKarske to inquire into the cost of two or three portable restroom facilities for use in the downtown through March, 2021. Motion passed unanimously.

LAND DEVELOPMENT PLANS:
Warwick Woodlands Revised Phase 2 Plan

Alex Piehl of RGS Associates presented the Warwick Woodlands Revised Phase 2 Final Land Development Plan, dated December 1, 2020, which proposes to revise the previously approved Preliminary Land Development Plan for Warwick Woodlands (approved 2017) by replacing Building B with 12 CCRC cottages, enlarging the parking area for Building A, updating the Building F layout and relocating the proposed garden to the south of Building F. After discussion, Greiner moved, Sensenich seconded to approve the Warwick Woodlands Revised Phase 2 Final Land Development Plan, with the project phasing broken down as follows: Phase 1 – 82 CCRC Cottages, 54 CCRC Apartments, Maintenance Building; Phase 2A – 74 CCRC Cottages; Phase 2B – 16 CCRC Cottages, 62 Apartments; Phase 3 – 148 CCRC Apartments, 20 Assisted Living Beds, 23,380 SF of Commercial Space. Motion passed unanimously.

Warwick Woodlands Deed of Dedication

Upon an offer of dedication for a portion of the right-of-way, Greiner moved, Sensenich seconded to approve Deed No. 79, Warwick Woodlands Deed of Dedication at the intersection of Second Avenue and Orange Street. Motion passed unanimously.

Warwick Woodlands Stormwater Agreement

Upon presentation of Moravian Manor's responsibilities for the maintenance and repair of the new stormwater infrastructure in W. Orange Street, Greiner moved, Sensenich seconded to approve Agreement No. 522, Warwick Woodlands Stormwater Agreement. Motion passed unanimously.

Warwick Woodlands Pedestrian Easement

Upon presentation of an easement that will allow access to the sidewalks along the south side of W. Orange Street, Greiner moved, Sensenich seconded to approve Agreement No. 523, Warwick Woodlands Pedestrian Easement. Motion passed unanimously.

Final Land Development and Lot Add-On Plan for Lititz Borough Public Works Facility

Amanda Groff of Harbor Engineering presented the Final Land Development and Lot Add-On Plan for Lititz Borough Public Works Facility, 117 W. Lincoln Avenue, R-2 District, 1.2 acres, dated December 14, 2020, for a lot add-on from the property at 220 North Walnut Street and an expansion of the public works building, as well as construction of a police garage and salt shed. After discussion, on a motion by Greiner with a second by Sensenich, the Final Land Development and Lot Add-On Plan for Lititz Borough Public Works Facility, 117 W. Lincoln Avenue, R-2 District, 1.2 acres, dated December 14, 2020, was unanimously approved with the following modifications:

SALDO –

- §305 – Preliminary Plan;
- §402.C.3 – Existing Features within 200';
- §405 – Traffic Study;
- §406 – Wetland Study;
- §602.A.7 – Improvement of Existing Streets – W. Lincoln & North Walnut;
- §602.M - Emergency Access for North Walnut Street - Recommend Approval;
- §603.C.1 – Curbs;
- §605.G – Building Setback Lines and Building Separation;
- §609.C – Existing Wooded Areas;
- §609.D.7 & 8 – Shade Trees;
- §612.B – Refuse Collection Stations;
- §614 – Lighting;

FBC –

- § 20.161 – Non-residential Buildings Exceeding 20' Need to Break up Massing;

Stormwater –

- § 302.A.1 – Volume Controls;
- § 307.C.1.a.3 – Pipe Cover Outside of Public ROW;
- § 307.C.1.a.4 – Pipe Diameter Outside of Public ROW.

ORDINANCE NO. C-588:

WESC Intergovernmental Cooperation Agreement

Greiner moved, Sensenich seconded to approve Ordinance No. C-588, WESC Intergovernmental Cooperation Agreement. Motion passed unanimously.

SUB-COMMITTEE ON SEWER AND WATER SERVICES:
Inframark Monthly Report

DEP performed a full inspection of the WWTP. The fourth quarter toxicity testing passed, however, the ultraviolet test results have not come back yet. Mobley moved, Sensenich seconded to accept the December 2020, Monthly Inframark Report. Motion passed unanimously

Application for Payment No. 11 – Filter Media Replacement Project

Upon presentation, Mobley moved, Sensenich seconded to approve the Application for Payment No. 11 from M2 Construction for the Filter Media Replacement Project at the Water Plant @ \$52,803.13. Motion passed unanimously.

SUB-COMMITTEE ON STREETS AND TRAFFIC:
Lititz recCenter 7th Annual Adult Triathlon Special Event Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve a Special Event Permit Application from the Lititz recCenter for the 7th Annual Adult Triathlon on Sunday, August 8, 2021, 8:00 A.M. - 11:00 A.M., per submitted route. Motion passed unanimously.

1st Block of East Main Street Sidewalk Replacement Project

The 1st Block of East Main Street Sidewalk Replacement Project bid results can be attributed to the uniqueness of the project: the very detailed traffic control restrictions within the contract documents that require continual access to all properties within the work area; the contract document restrictions stating when the contractor is able to perform work; and COVID-19 related issues that the contractor must accommodate during construction. After discussion and on a motion by Sensenich with a second by Mobley, the following bids were unanimously accepted for the 1st Block of East Main Street Sidewalk Replacement Project and the contract was unanimously awarded to overall low bidder Doug Lamb Construction @ \$131,422.00. Property owners will be invoiced after the work is complete. Three comparative prices were received for the Main Street Silva Cell Project which is to be done concurrent with the sidewalk replacement.

Bids for E. Main Street Sidewalk Repair -- Received 1/21/2021 via PennBid

Reference Number	Description	U O M	Doug Lamb Construction, Inc.	Matthews Construction	Construction Masters Services, LLC	JPS Construction Co	Kevin E Raker Construction, LLC	Average
Bid Price Ratio			100%	93.66%	87.61%	62.88%	44.36%	
Total Extended				\$140,306.00	\$150,006.44	\$209,000.00	\$296,221.12	
Base Bid			\$131,422.00	\$140,306.00	\$150,006.44	\$209,000.00	\$296,221.12	
	Remove and dispose of							
1	existing marked concrete	SF 6,173.00	\$37,038.00	\$67,903.00	\$58,458.31	\$45,001.17	\$140,867.86	\$69,853.67
	Replace sidewalk in							
2	accordance with spec	SF 6,173.00	\$49,384.00	\$67,903.00	\$78,582.29	\$151,979.26	\$128,213.21	\$95,212.35
3	Traffic Control	LS 1	\$45,000.00	\$4,500.00	\$12,965.84	\$12,019.57	\$27,140.05	\$20,325.09

Lititz Pretzel Fest Special Event Permit Application

Upon presentation, Sensenich moved, Mobley seconded to approve a Special Event Permit Application from the Local Kawanis Club for the Lititz Pretzel Fest on May 1, 2021, 11:00 A.M. - 4:00 P.M., in the shops of Lititz. If COVID-19 restrictions are still in place, arrangements will be made for mask wearing and social distancing. 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.

REPORT OF THE BOROUGH ENGINEER:
Appoint David Miller/Associates Borough Engineer

Upon presentation by Weaver, Greiner moved, Sensenich seconded to appoint David Miller/Associates as Borough Engineer, having offered many years of pro bono service playing a role in the decision. 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. Many meetings will continue to be Zoom meetings until further notice, due to COVID-19.

Regular Monthly Meetings:

- February 2, 2021 - Tuesday - Planning Commission Meeting - 7:00 P.M. (webconf)
- **** February 9, 2021 – Tuesday – Council Meeting – 7:00 P.M. (if called by the President)
- February 22, 2021 – Monday – Zoning Hearing Board Meeting – 7:00 P.M. (webconf)
- **** February 23, 2021 – Tuesday – Council Meeting – 7:00 P.M. (webconf)

Other Meetings, etc.:

- January 25, 2021 – Monday – Lititz Fire Co. – Fire House – 7:00 P.M.
- **** January 26, 2021 – Tuesday – Council Meeting – 7:00 P.M. (webconf)
- January 28, 2021 – Thursday – Lititz Borough Authority - 7:00 P.M. (webconf)
- February 1, 2021 – Monday – Lititz Public Library Board – Library - 7:00 P.M. (tbd)
- February 1, 2021 – Monday – WESC – 6:30 P.M. (webconf)
- February 9, 2021 – Tuesday – MS4 Committee - 3:30 P.M. (webconf)
- February 16, 2021 – Tuesday – WRRRC Board Meeting – 8:00 A.M. recCenter
- February 16, 2021 – Tuesday – Warwick School Board – 7:00 P.M. (webconf)
- February 18, 2021 – Thursday – Reg Built/Natural Infrastructure – 7:30 A.M. (webconf)
- February 22, 2021 – Monday - Parks Committee – 4:00 P.M. (webconf)
- February 22, 2021 – Monday - HAAC – 6:00 P.M. (webconf)
- **** All Council members should plan to be at these meetings

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

Two Public Works employees are on COVID leave. Mr. Rehab will begin cleaning, televising and lining sewer mains and laterals on E. Main Street.

REPORT OF THE MAYOR & CHIEF OF POLICE

The Civil Service Commission will be virtually testing twenty-some applicants for an entry level police officer position. The Sub-Committee on Personnel will meet to review the possible extension of COVID leave.

REPORT OF THE DIRECTOR OF COMMUNITY PLANNING

LCPC provided positive recommendations on the two ordinances that are up for adoption next month - Short Term Rentals and Historical Significance Review. A beaver is making a home in the Lititz Run, 200' east of Broad Street which is causing some backup in the Lititz Springs Park and the Game Commission is intervening. The Land Development Plan for 723 South Broad Street is not conforming to the Form Based Codes and they will be needing an extension in time.

OTHER BUSINESS:
Donations in Lieu of Taxes

The President acknowledged two donations in lieu of taxes from the Lititz Church of the Brethren and Tiger's Eye retail store.

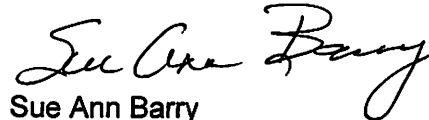
Penn Medicine LGH Secondary Fiber Optic Link

Due to installation problems with the secondary fiber optic cable link at Penn Medicine LGH, 24 N. Cedar Street, IB Abel, Inc. Telecommunication Group has requested to install a directional bore and submitted a drawing. After discussion, Greiner moved, Sensenich seconded to grant directional bore engineering and resubmit drawings for Borough Council's approval since there may be a lot of conflicts with existing infrastructure in the area. Motion passed unanimously.

ADJOURNMENT

There being no further business, the meeting adjourned at 9:00 P.M. on a motion by Greiner with a second by Sensenich.

Respectfully submitted,



Sue Ann Barry
Secretary/Treasurer