

LITITZ BOROUGH COUNCIL
Minutes of Meeting Held July 25, 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 July 25, 2017, by President Weibel with Council members Greiner, Hain, Sensenich, Van Brookhoven, and Weaver present. Others in attendance were Mayor Snyder, Sue Ann Barry (Secretary/Treasurer), Chief Kerry Nye, Elijah Yearick, Todd Kauffman, Michael Wolgemuth, Peter Smith, Alex Piehl, Gary Gaissert, Missy Deibler, Jeff Rinehimer, Barry Todd, Rich Motz, Brenda Barnes, Laura Knowles and Partick Burns of the Lititz Record Express. The meeting opened with an invocation by Chaplain Missy Deibler followed by the pledge of allegiance led by the Mayor. On a motion by Greiner with a second by Sensenich, the minutes of the June 27, 2017, Council meeting were unanimously approved. The President acknowledged a donation in lieu of taxes from a downtown merchant who leases space, who wishes to be anonymous. The donor appreciates the hard work of the staff.

PETITIONS, CORRESPONDENCE AND QUESTIONS:
Notice of Opportunity for Public Review and Comment for
TMDL Plan, PRP and CBPRP of the MS4 Permit

PADEP adopted and issued the revised Small MS4 Individual Permit (IP). An IP is required for municipalities where a TMDL with an applicable WLA on MS4 discharges have been established. Lititz Borough and Warwick Township will apply for a Joint MS4 Individual Permit. The revised MS4 Permit also includes requirements for the development and implementation of a PRP for local waterways receiving discharges from the regulated MS4 with nutrients and/or sediment impairments, and a CBPRP for municipalities located in the Chesapeake Bay drainage basin. Notice is given that the Borough Council and the Board of Supervisors of Warwick Township will jointly receive public comment(s) on the proposed Warwick Township-Lititz Borough-Manheim Township Lititz Run TMDL Plan and the Warwick Township-Lititz Borough Nutrient/Sediment Pollutant Reduction Plan (PRP) and Chesapeake Bay Pollutant Reduction Plan (CBPRP) required by the Individual MS4 Permit. There were no comments from the public. The proposed TMDL Plan is on public display at the Borough Office Warwick Township Office and will remain there until 12:00 Noon on August 21, 2017. Written comments must be received by that date and time and submitted to Daniel Zimmerman, Warwick Township Manager.

Proposed Warwick Woodlands Preliminary Plan Update

After a review of the Master Plan, Alex Piehl of RGS Associates presented the Proposed Warwick Woodlands Preliminary Plan Update, dated October 10, 2014, revised June 20, 2017, to relocate the maintenance woodshop building to an additional parcel of land acquired from Lititz Family Practice and to extend W. Sixth Street along the frontage of the apartment building across from which an additional five carriage homes will be built. There will be open space where the maintenance building was originally going to be placed. The proposed maintenance woodshop building would be accessible from Spring Avenue. Neighbors were invited to a meeting when two concerns were voiced. They were concerned with the Spring Avenue connection and lighting proximity to their homes. The Spring Avenue connection will be controlled by a gate and lighting will not be invasive. The financial guarantee will be revised with this update. The Planning Commission recommended approval.

Currently, 80 carriage homes are under construction, with 76 sold and 50 ready to be moved into. Of the 54 apartment units, 36 are sold. Phase 2 will include the extension of Sixth Street and intersection improvements at Woodcrest Avenue and at Orange Street, the remainder of the cottages, market rate apartments, and Buildings B and C. Phase 3 will include independent and assisted living units and Buildings D and E.

Hain moved Weaver seconded to approve the Proposed Warwick Woodlands Preliminary Plan Update, dated October 10, 2014, revised June 20, 2017, to relocate the maintenance woodshop building to an additional parcel of land acquired from Lititz Family Practice and to extend W. Sixth Street along the frontage of the apartment building across from which an additional five carriage homes will be built. Motion passed unanimously.

REPORT OF THE BOROUGH MANAGER:
Monthly Meeting Date Reminders

Regular Monthly Meetings:

- **** August 1, 2017 - Wednesday - Planning Commission Meeting - 7:00 P.M.
- **** August 8, 2017 – Tuesday – Council Meeting – 7:00 P.M. – If called by the President
- **** August 21, 2017 – Monday – Zoning Hearing Board Meeting – 7:00 P.M.
- **** August 29, 2017 – Tuesday – Council Meeting – 7:00 P.M.

Other Meetings, etc.:

- **** July 25, 2017 – Tuesday – Council Meeting – 7:00 P.M.
- July 31, 2017 – Monday – Lititz Fire Co. – Fire House – 7:00 P.M.
- August 7, 2017 – Monday – Lititz Public Library Board of Directors – Library – 7:00 P.M.
- August 8, 2017 – Thursday – Safety Committee Meeting – 1:30 P.M.
- August 8, 2017 – Tuesday – MS4 Committee Meeting – Conference Room – 3:30 P.M.
- August 9, 2017 – Wednesday – Venture Lititz – Derck & Edson – 7:30 A.M.
- August 9, 2017 – Thursday – Forge the Future Committee – Rock Lititz – 8:00 A.M.
- August 15, 2017 – Tuesday – Warwick School Board – District Office – 7:00 P.M.
- August 21, 2017 – Monday - Parks Committee – Conference Room – 4:00 P.M.
- August 21, 2017 – Monday - HAAC – Conference Room - 6:00 P.M.
- August 24, 2017 – Thursday – Sub-Committee -Employee Benefits – MEPP – 9:30 P.M.
- August 28, 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:

The New Street Neighborhood Water Line Project has been completed by the PWD. PWD is actively monitoring the meter pit covers. Kauffman reviewed his Facilities Manager's monthly report, including continuing activities.

Locust Street Bridge Project Change Order No. 1

As part of the Locust Street Bridge Project, the contractors noticed that the existing blacktop was not very thick from the bridge south to Front Street and if they milled it would disintegrate. They recommended reconstruction of this section of the roadway. Since this is 95%/5% matching project, an inquiry has been made regarding Federal/State funding covering the cost. Although, a firm commitment has not been made, thoughts are that it will be covered. After additional discussion, Hain moved Greiner seconded to approve Locust Street Bridge Project Change Order No. 1, for reconstruction of Locust Street from the bridge south to Front Street @ not to exceed \$50,005.70, upon staff checking with the Borough Engineer that the unit prices are reasonable. The Project Engineer may be able to negotiate the price down, too. Motion passed unanimously

REPORT OF THE MAYOR & CHIEF OF POLICE:

The Mayor was in the patriotic parade on July 3rd. He attended the 4th of July program in the park and the MELA Indian-American Fusion Community Fest on July 22nd, which grows bigger every year. He referred to a letter from a family in Virginia who really enjoyed the July 4th fireworks in the park. SPCA just announced their closing and it will be a challenge to find another place to take stray dogs.

REPORT OF THE DIRECTOR OF COMMUNITY PLANNING:

Yearick reviewed his Director of Community Planning monthly report and continuing activities. UGI is planning on installing a decompression station in the right-of-way at the parking lot next to the Hendrick's greenhouses and Yearick is to find out if there will be emissions from it that will affect the flowers. Also, Weibel asked Yearick to analyze the number of signs that are in that vicinity and see if they can be consolidated.

Low Volume Road Grant

Upon presentation, Hain moved, Greiner seconded to submit applications for the next round of LCCD Low Volume Road Grants, by the deadline date of August 14, 2017. Motion passed unanimously.

Norfolk/Southern First Amendment to Lease Agreement

Upon presentation, Hain moved, Weaver seconded to approve the First Amendment to the Norfolk/Southern Lease Agreement to change from public parking to private parking at the Water Street lot including a rent increase. Motion passed unanimously.

Conditional Use Application for 48 N. Broad Street

A Conditional Use Application for partial demolition has been received for the most modern additions to the factory at 48 N. Broad Street, and will be before the Planning Commission on August 1, 2017. After discussion, Weaver moved, Van Brookhoven seconded to approve advertising the Conditional Use hearing for 48 N. Broad Street, to be before Council on August 29, 2017. Motion passed unanimously.

REPORT OF THE JUNIOR COUNCIL PERSON:

Junior Council Person Kauffman thanked Council and the Mayor for giving him the opportunity to serve as Junior Council Person. Council congratulated him for winning an Outstanding Student Services Award. A letter of acclamation was presented by the Mayor to Kauffman for his term as Junior Council Person. Council, also recognized him for his work and thanked him for her service and accomplishing the goals set out by the program. He will be going to Kutztown University in the fall, majoring in Criminal Justice.

SUB-COMMITTEE ON SEWER AND WATER SERVICES:

Severn Trent Report

Wolgemuth reviewed his report and fielded questions. He introduced Peter Smith as the new Plant Manager. Severn Trent UK sold Severn Trent North America to PPC Enterprises LLC and Alston Capital Partners LLC, but it will not have any impact on the contract operations. Forty lead and copper samples were collected and all results were below the action level. LSA approved a proposal from JG Environmental to do the digester cleaning. LSA approved a proposal from SSM to design and prepare a bid package for HVAC upgrades at the wastewater treatment plant. They will be seeking approval from the LSA for the SCADA upgrades from Allied Control Systems for the wastewater treatment plant. Due to the recent vandalism to the Bonfield wellhouse and the obscure location, they are looking at installing a chain link fence around it. That can be done at the same time the repairs are being made. DEP recommends fencing all facilities in the future.

SUB-COMMITTEE ON STREETS AND TRAFFIC:

Special Event Permit Application for Halloween Parade

Upon presentation, Sensenich moved, Van Brookhoven seconded to approve a Special Event Permit Application for the Lititz Lion's Club Halloween Parade on Monday night, October 30, 2017, from 5:00 P.M. - 8:00 P.M., with Main Street closed from Broad Street to Oak Street. Motion passed unanimously.

Activity Permit Application for Lititz Summer Showcase Soccer Tournament

Upon presentation, Sensenich moved, Van Brookhoven seconded to approve an Activity Permit Application from the Lititz Youth Soccer Club for the Lititz Summer Showcase Soccer Tournament, on July 29, 2017, & July 30, 2017, 7:00 A.M. - 7:00 P.M., with no road closures needed. Motion passed unanimously.

Activity Permit Application for Harvest Bible Chapel Lancaster BBQ

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application for the Harvest Bible Chapel Lancaster BBQ, a church service and picnic, in the Lititz Springs Park on September 3, 2017, from 10:00 A.M. (set up at 5:00 A.M.) - 4:00 P.M., with no road closures needed. With an expected attendance of 1,000, Weibel asked to have EMS on site. Motion passed unanimously.

Activity Permit Application for Block Party on S. Spruce Street

Upon presentation, Sensenich moved, Van Brookhoven seconded to approve an Activity Permit Application to close S. Spruce Street from Lemon to Center Street on Saturday, September 2, 2016, rain date of September 3, 2017, from 5:30 P.M. to 9:00 P.M., for an annual block party. Motion passed unanimously.

Activity Permit Application for Fun! Food Truck Frenzy

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application from Hall Communication/Fun 101.3, for a Fun! Food Truck Frenzy, a family friendly radio station event, in the Lititz Springs Park on September 8, 2017, 5:00 A.M. - 9:00 P.M., with no road closures needed. Van Brookhoven requested that they ask our local food trucks to participate. Sensenich will follow through. Weibel, saying that since neither Council nor Venture Lititz gets involved with events in the Lititz Springs Park, they should make sure there is security. Motion passed unanimously.

Activity Permit Application for Central Penn Piranha Minor League Football

Upon presentation, Sensenich moved, Van Brookhoven seconded to approve an Activity Permit Application for the Central Penn Piranha Minor League Football Activity Permit Application in the Warwick High School Stadium, on July 22, 2017, and July 29, 2017, 5:30 P.M. – 10:00 P.M., with no road closures needed. Motion passed unanimously.

Handicapped Parking Space

Upon presentation, Sensenich moved, Greiner seconded to approve a request for a handicapped parking space for John D. Showers, 131 N. Liberty Street. Motion passed unanimously.

Shade Tree Commission Ordinance

Council and the Mayor reviewed the draft of the Shade Tree Commission Ordinance, establishing the Commission to regulate the planting, maintenance, and removal of shade trees in the Borough. Yearick formed the draft ordinance using model ordinances and input from the Shade Tree Commission and Borough Solicitor. The Solicitor broadened it to include curb, sidewalk, as well as trees and fines and violations. The Mayor felt that the penalties are too high and the permit procedures inappropriate, especially in the event of a weather-related emergency. Hain thought the penalty needs to be high enough for home owners to be encouraged to comply. Weibel reminded all of the amount of money the Borough is forced to spend on stormwater requirements and trees help meet those requirements. There appears to be subjectivity relating to trimming and pruning trees and when redeveloping a property. Needing permits to trim trees may not be practical. More discussion led to the proposed Shade Tree Commission Ordinance being tabled.

SUB-COMMITTEE ON PLANNING:
Lititz Run Revitalization Zone

In an effort to facilitate redevelopment in the Lititz Run corridor and to better implement the Downtown Master Plan, the Planning Commission has recommended proposed ordinances that will remove industrial uses in favor of a mixture of residential and commercial uses. After discussion, Hain moved, Greiner seconded to

Lititz Run Revitalization Zone (Cont)

advertise ordinances that will remove industrial uses in favor of a mixture of residential and commercial uses in the Lititz Run Redevelopment Zone. Barry Todd asked, if the ordinances are not passed, would the Cargil/Wilbur building not be able to be developed as they are planning. Not in all instances. Weibel asked the members of the Lititz Springs Park Board who were present, if they would consider the park being zoned to be in the Historic District in the future to qualify for some grants and give them more protections. Motion passed unanimously.

Proposed Right-of-Way Ordinance

The Borough Solicitor's changes have been incorporated into the Proposed Right-of-Way Ordinance applicable to telecommunications providers. One recommendation he had was to update the Borough's Street Construction Standards, so the Proposed Right-of-Way Ordinance was tabled until that takes place.

SUB-COMMITTEE ON LITITZ REC AND WRRC:
Lititz Springs Swimming Pool Renovation

Both the WRRC and Lititz recCenter Boards have approved moving forward with the \$2.4 million proposal for the Lititz Springs Pool. Warwick Township Supervisors have agreed to be participants. The DCNR grant application will be submitted next spring and a capital campaign will be started soon. The feasibility study is just about finalized and Derck & Edson has started the design phasing. There may be CFA funding for future amenities, i.e., bathhouses and entrance.

SUB-COMMITTEE ON FLOOD CONTROL COMMITTEE/STORMWATER:
Stormwater Projects

LandStudies will have a kick off meeting for the Exelon Grant Project for watershed improvements at the Haas site on July 26, 2017. The three low volume road grant projects are moving along. The Oak Street Local Stormwater BMP Implementation Grant Project at the Garman property and land donation is pending.

SUB-COMMITTEE ON PERSONNEL:
Public Works Handbook

The Proposed Public Works Handbook has been reviewed by the Solicitor.

SUB-COMMITTEE ON FINANCE:
LST Refund Requests

Weaver moved, Sensenich seconded to approve a 2017 LST refund request from Kenneth Emmings @ \$26, as he did not earn the minimum required amount. Motion passed unanimously. Weaver moved, Sensenich seconded to approve a 2016 LST refund request from Linda Babert @ \$4, as she did not earn the minimum required amount. Motion passed unanimously. Weaver moved, Sensenich seconded to approve a 2015 LST refund request from Linda Babert @ \$2, as she did not earn the minimum required amount. Motion passed unanimously.

SUB-COMMITTEE ON FIRE SERVICES/WESC:
Third Party Billing

WESC discussed third party billing for the fire companies but decided against it at this time.

REGIONAL COMMITTEE REPORTS:
Venture Lititz

Although Venture Lititz did not meet this month, Weibel provided a report on downtown business changes. Savory Gourmet has new owners but the plan is to keep the same operations. The Mustard Seed Boutique is occupying the space that Glitz left vacant. Purple Robin Reserve, featuring original work by regional artists and fine craftsmen, is moving into the Teddy Bear Emporium's space. The owners of Candyology just announced their retirement. ABC is expanding and the lower level in the same building is going to be a home for home goods.

Regional Comprehensive Plan Built, Natural and Historic Resources Meeting

Yearick reported on the Forge the Future 2022 Regional Built, Natural and Historic Resources panel discussion that was held on July 20, 2017, at Millport Conservancy. After the goals of the last five years were reviewed, representatives spoke about the wastewater treatment plant upgrades and environmental improvements, the water quality, stormwater, countywide and regional transportation, TDRs and agriculture preservation, and historic resources. During the next public meeting on September 21, 2017, 6:30 P.M., at the Warwick Middle School Auditorium, the Draft Five Year Objectives will be reviewed.

RESOLUTION NO. 862:
Authorizing the Execution of Green Light-Go Grant through PennDOT

Hain moved, Sensenich seconded to approve Res. No. 862, authorizing the President of Council to execute the Green Light-Go Grant through PennDOT. Motion passed unanimously.

FINANCIAL STATEMENT/BILLS

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

OTHER BUSINESS:
Lititz Springs Park Fireworks Committee

After discussion on whether or not it is appropriate for a Council member to serve on a Lititz Springs Park Committee for the future of fireworks, and concluding that the park simply wants input from the community, Weaver volunteered to serve. Chief Nye is also on the committee and the WESC Administrator will get involved.

Oaktree Development of the Cargil/Wilbur Building

Brenda Barnes, 232 S. Spruce Street, asked if the scope and size of the Oaktree development of the Cargil/Wilbur building is final. The Borough has received no plans yet for the development. They will be coming to the Planning Commission and Council for a Conditional Use hearing for a partial demolition in August. She was advised to attend upcoming Planning Commission meetings when the subject is on the agenda.

ADJOURNMENT

There being no further business, the meeting adjourned at 9:30 P.M. on a motion by Greiner with a second by Hain.

Respectfully submitted,



Sue Ann Barry
Secretary/Treasurer