

LITITZ BOROUGH COUNCIL
Minutes of Meeting Held July 31, 2018
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 31, 2018, by President Weaver with Council members Bear, Hain, Lee, and Sensenich present. Greiner was excused. Others in attendance were Mayor Snyder, Sue Ann Barry, Elijah Yearick, Andy Garner, Chief Kerry Nye, Todd Kauffman, Peter Smith, Claude Neer with girlfriend, mother, father & grandmother, Officer Cameron Burke and fellow police officers, Susan & David Niggel, Steve Young, Connor Eisenbach, Adam & Elisha Kossove, Todd Dickenson, and Laura Knowles of the Lititz Record Express. The meeting opened with a moment of silence followed by the pledge of allegiance led by Boy Scout Connor Eisenbach. On a motion by Bear with a second by Sensenich, the minutes of the June 26, 2018, Council meeting were unanimously approved.

PETITIONS, CORRESPONDENCE AND QUESTIONS:
Hire & Swear In New Patrol Officer

After welcome and introductions, Bear moved, Sensenich seconded to take the recommendation of the Civil Service Commission and hire Claude Neer as Police Officer, effective August 6, 2018. Motion passed unanimously. The Mayor administered the Oath of Office to Neer. Weaver called for a 10 minute recess for photos. The new officer and family members left after the break.

77-79 E. Main Street Requests

Steve Young, owner of 77-79 E. Main Street, had two requests of Council. The first request was a modification request for filing a Land Development Plan associated with the 170 sq.ft. two story infill at the property located at 77-79 E. Main Street. Based on the relative minor impact of the addition, and that a similar addition was approved on a subdivision plan in June, 2010, the Planning Commission recommended approval. Hain moved, Sensenich seconded to approve a modification request for filing a Land Development Plan associated with the 170 sq.ft. two story infill addition for handicapped access and handicapped rest rooms at the property located at 77-79 E. Main Street. Motion passed unanimously.

Young's second request was for access to a future parking area at 77-79 E. Main Street, over Borough-owned land at North Lane. As Council preferred that he attempt to utilize shared parking with his adjacent neighbor and the nearby Warwick Ambulance Assn., and that access would be too close to the intersection of N. Cedar Street and North Lane, Young withdrew his request.

REPORT OF THE BOROUGH MANAGER:
Monthly Meeting Date Reminders

Regular Monthly Meetings:

- August 7, 2018 - Tuesday - Planning Commission Meeting - 7:00 P.M.
- **** August 14, 2018 - Tuesday - Council Meeting - 7:00 P.M. - If called by the President
- August 20, 2018 - Monday - Zoning Hearing Board Meeting - 7:00 P.M.
- **** August 28, 2018 - Tuesday - Council Meeting - 7:00 P.M.

Other Meetings, etc.:

- July 30, 2018 - Monday - Lititz Fire Co. - Fire House - 7:00 P.M.
- July 31, 2018 - Tuesday - LATS Golf Outing & Dinner - Four Seasons - 11:30 A.M.
- **** July 31, 2018 - Tuesday - Council Meeting - 7:00 P.M.
- August 2, 2018 - Thursday - Recycling Meeting - LCSWMA - 12:30 P.M.
- August 6, 2018 - Monday - Lititz Public Library Board of Directors - Library 7:00 P.M.
- August 8, 2018 - Wednesday - Venture Lititz - Conference Room - 7:30 A.M.
- August 14, 2018 - Tuesday - MS4 Committee - Conference Room - 3:30 P.M.
- August 16, 2018 - Thursday - Regional Built & Natural Infrastructure - E-Township - 7:30 A.M.
- August 20, 2018 - Monday - Parks Committee - Conference Room - 4:00 P.M.
- August 20, 2018 - Monday - HAAC - Conference Room - 6:00 P.M.

Monthly Meeting Date Reminders (Cont)

August 21, 2018 – Tuesday – Warwick School Board – District Office – 7:00 P.M.

August 27, 2018 – Monday – Lititz Fire Co. – Fire House – 7:00 P.M.

All Council members should plan to be at these meetings.

Recycling Changes Forthcoming

Barry will be attending an August 2, 2018, meeting at LCSWMA regarding changes to the recycling program as a result of the China import ban and the contamination crisis. LCSWMA will be working with all of the County municipalities to update their ordinances and provide a toolkit to standardize recycling in the County.

REPORT OF THE PUBLIC WORKS DIRECTOR AND FACILITIES MANAGER:

The 2018 Resurfacing Project (specific alleys) will take place on August 13 & 14. Susan Niggel, owner of Fluid Conditioning Products, 101 Warwick Street, asked for the list of alleys to see if Pine Lane is on it. Lititz Reserve in Warwick Township will be relocating the Borough's sewer inceptor as part of Phase 7 of the development. USG will start making the repairs to the four meter pits that were accumulating water. The sewer utility line construction at the Wilbur property will begin within the next few weeks.

REPORT OF THE MAYOR & CHIEF OF POLICE:

The Mayor welcomed the Indian-American Fusion Group of Lancaster at the MELA Indian-American Fusion Community Fest 2018 in the Lititz Springs Park on Saturday, July 7, 2018. He attended the Lancaster County Mayors Assn. meeting on July 25, 2018.

LBDP K-9 Program

After brief discussion, Sensenich moved, Bear seconded to reinstate the LBDP K-9 Program when funding is in place. Motion passed unanimously. Members of the Police Department left the meeting at this time.

REPORT OF THE DIRECTOR OF COMMUNITY PLANNING:

There should be minor interruptions during the few day closure of S. Spruce Street when the lots from the 501 Walnut Street Subdivision will be tied into utilities. Verizon is looking to collocate signals for small cell. The Planning Commission will be looking at redefining "uses" associated with the proposed S. Broad Street rezoning. The Broad Street Sidewalk Replacement Project is out to bid.

Curb and Sidewalk Replacement Program

Adam Kossove, 112 W. Third Street, acknowledged that Council is considering taking over the replacement of curb and sidewalk using Borough taxes. He objects to this proposal, as he feels the burden of payment should be with the property owner. It is still in committee and Hain explained the reason for the consideration is the unsystematic progression of the Broad Street curb and sidewalk replacement by home owners when PennDOT. resurfaced the road two years ago.

Six Weeks Closure of Kleine Street

Susan Niggel, an owner of Fluid Conditioning Products, 101 Warwick Street, fears disruptions with their business associated with the closing of Kleine Street for six weeks to facilitate the necessary installation of the sewer main at the Wilbur Project. She has met with the contractor but feels as though she does not have any input and is very concerned that she will not be able to get her deliveries. She explained how materials have to be removed from trucks and put on tow motors and moved down the alley. Her husband Dave Niggel,

Six Weeks Closure of Kleine Street (Cont)

explained how important their government contracts are and if parts are delayed they could lose their contracts. Susan Niggel was also concerned with the constant noise associated with the demolition of the retaining wall. Some members of Council will meet her on site within the next week to observe the conditions first hand.

REPORT OF THE JUNIOR COUNCIL PERSON:

Eva Hain will be sworn in as Junior Council Person at the August Council meeting.

SUB-COMMITTEE ON SEWER AND WATER SERVICES:

The Water Plant SCADA and Telemetry System Upgrade Project will begin in early to mid-August. The recent heavy rains resulted in double the average flows (5.8 MGD) at the WWTP and the plant had to go into Storm Mode requiring overnight staffing.

SUB-COMMITTEE ON STREETS AND TRAFFIC:
Special Event Permit Application for Halloween Parade

Upon presentation, Sensenich moved, Bear seconded to approve a Special Event Permit Application for the Lititz Lion's Club Halloween Parade on Monday night, October 29, 2018, from 5:30 P.M. - 9:00 P.M., with Main Street closed from Broad Street to Oak Street. Motion passed unanimously.

Venture Lititz 5K Special Event Permit Application

Upon presentation, Sensenich moved, Bear seconded to approve a Special Event Permit Application from Venture Lititz for the Apco Lititz 5K Race on October 27, 2018, from 7:00 A.M. - 12:00 Noon, at ABC, with Water Street closed from North Lane to Front Street and Front Street closed from Water Street to Oak Street. Motion passed unanimously.

Activity Permit Application for Block Party on S. Spruce Street

Upon presentation, Sensenich moved, Bear seconded to approve an Activity Permit Application to close S. Spruce Street from Lemon to Center Street on Saturday, September 1, 2018, rain date of September 2, 2018, from 5:30 P.M. to 9:00 P.M., for an annual block party. Motion passed unanimously.

Activity Permit Application for Artist Pop Up Event

Upon presentation, Sensenich moved, Bear seconded to approve an Activity Permit Application from Venture Lititz to hold an Artist Pop Up Event in 6-8 locations on North and South Broad Street, set back to not impede foot traffic and flow, on three Saturdays, September 8, 15, 22, 2018, from 10:00 A.M. to 4:00 P.M. Motion passed unanimously.

Lititz Elementary School Race for Education Activity Permit Application

Upon presentation, Sensenich moved, Bear seconded to approve an Activity Permit Application for the annual Lititz Elementary School Race for Education, from 8:15 A.M. to 11:00 A.M., on Thursday, October 11, 2018, (rain date of October 12, 2018), starting at Pierson Playground, per submitted route. Motion passed unanimously.

National Night Out Activity Permit Application

Upon presentation, Sensenich moved, Bear seconded to approve an Activity Permit Application to close E. Lemon Street, from Raspberry Lane to S. Cedar Street, on Tuesday, August 7, 2018, 5:00 P.M. - 9:00 P.M., for a neighborhood gathering observing National Night Out. Motion passed unanimously.

Annual Antiques and Collectables Show Activity Permit Application

Upon presentation, Sensenich moved, Bear seconded to approve an Activity Permit Application for the Lititz Springs Park to host their Annual Antiques and Collectables Show in the park on August 25, 2018, 6:30 A.M. - 5:00 P.M., for vendors to display and sell antiques. Motion passed unanimously.

Handicapped Parking Space

Upon presentation, Sensenich moved, Bear seconded to approve a request for a handicapped parking space for Samuel B. Ford, 126 S. Spruce Street. Motion passed unanimously.

Six Weeks Closure of Kleine Street

Upon presentation, Sensenich moved, Bear seconded to ratify approval of a request from Wohlsen Construction to close Kleine Street, from Broad Street to Warwick Street, for six weeks beginning July 23, 2018, to facilitate the necessary sewer main at the Wilbur Project, with the condition that Wohlsen be flexible and work closely with Fluid Conditioning Products to the greatest extent possible so as not to impede the general course of their business and deliveries. Motion passed unanimously.

W. Second Avenue Repair Work

Upon presentation, Sensenich moved, Bear seconded to ratify approval of the contracts with Compaction Grouting Services, Inc. (CGS) to provide emergency grouting services in accordance with their proposal of July 9, 2018, and with Earth Engineering Inc. (EEI), for emergency consulting and inspection services in accordance with their proposal of May 3, 2018, for the roadway at 530 W. Second Avenue. The preparation work is expected to begin the week of August 20, 2018, with the grouting work to begin the week of August 27, 2018, and the goal to have the street opened by October 1, 2018. Crossing Guards will assist in the vicinity during the construction time. Motion passed unanimously.

W. Orange Street Parking

As presented by Chief Nye, Sensenich moved, Bear seconded to have parking blocks painted on the street at the vicinity of W. Orange and Spruce Streets and to extend the yellow no parking zones (but not lose parking spaces) on W. Orange Street to allow for better visibility of traffic at the intersection. The Chief is to notify the residents of the proposal and to move ahead when the details are worked out. Motion passed unanimously.

SUB-COMMITTEE ON PLANNING:

Versatek Land Development Plan Construction Time Extension

Acknowledging approval from Warwick Township, Lee moved, Hain seconded to approve a request for a second five (5) year extension of time to commence with construction of the previously approved Versatek Land Development Plan, due to economic constraints, with the condition that Versatek submit and gain approval for an updated NPDES permit to meet the current regulations. Motion passed unanimously.

Reduction in Letter of Credit for Moravian Manor, Warwick Woodlands

Upon the recommendation by the Borough Engineer, Lee moved, Hain seconded to reduce the letter of credit for the Moravian Manor, Warwick Woodlands Phase 1 Project by \$212,998.05, to \$518,853.17. Motion passed unanimously.

Zoning and Map Change for Office & Professional District

Upon the recommendation from the Planning Commission, Lee moved, Hain seconded to advertise an ordinance for a zoning and map change for the east side of the first block of S. Broad Street from Juniper Lane

Zoning and Map Change for Office & Professional District (Cont)

to Orange Street from Office & Professional to Commercial, to be consistent with the existing uses. The multi-family dwellings will remain non-conforming. Motion passed unanimously.

SUB-COMMITTEE ON ZONING:
Zoning Hearings

Hain provided a recap of the cases that were before the Zoning Hearing Board on July 16, 2018. Requests for a variance and a special exception were approved for a front porch addition and a special exception was approved for an accessory apartment.

SUB-COMMITTEE ON LITITZ REC AND WRRRC:
WRRRC Intergovernmental Agreements of Cooperation

Upon presentation, Hain moved, Lee seconded that the Borough's contributions will remain the same for the next 4 years as stated in the WRRRC Intergovernmental Agreements of Cooperation. Motion passed unanimously.

SUB-COMMITTEE ON FLOOD CONTROL COMMITTEE/STORMWATER:
Recent Heavy Storms

The Lititz Springs Park flooded during the recent heavy rains but the streets did not flood. The regional stormwater projects that have been constructed over a number of years have had a positive impact on reduced flooding. Lee observed some ponding at the Locust Street Park between the basketball court and the pavilion.

SUB-COMMITTEE ON PERSONNEL:
Open Detective Position and SRO Position

PJ Savage will take the open detective position, effective January 1, 2019, and he will remain as SRO until then. Two current officers applied for the SRO position and the Warwick School Board will be interviewing them and appointing one of them by the end of August to begin January 1, 2019. Interviews for the final police patrol position will be held mid-August.

SUB-COMMITTEE ON FINANCE:
LST Refund Request

Bear moved, Sensenich seconded to approve a 2017 LST refund request from Melissa Gible @ \$36, as she did not earn the minimum required amount. Motion passed unanimously.

REGIONAL COMMITTEE REPORTS:
Venture Lititz

Though not a Venture Lititz event, Merry Lititz Christmas may be cancelled or revised for 2018.

Regional Coordinating Meeting

Presentations from retirement communities (LutherCare, Moravian Manor and United Zion) were provided at the Regional Coordinating Committee meeting held on July 19, 2018. Information sharing was provided by WRRRC, WESC, Venture Lititz, Lititz Public Library, and Warwick School District.

OTHER BUSINESS:
Taser Procedures for Lititz Police Department

In light of the incident that happened in Lancaster City, when an officer used a taser on a man sitting on the sidewalk, Todd Dickinson, 415 Hensley Street and member of Venture Lititz Board, asked about the Lititz Borough Police Department policy. The Chief provided a brief overview.

LRCDC

The Lititz Regional Community Development Corporation (LRCDC), a non-profit organization supporting local government in keeping existing businesses and attracting new businesses, would like to partner with Lititz Borough for a limited run of smaller scale projects to promote the community. Council had previously agreed that they could be the conduit for grants for projects in the Borough. Weaver recommended forming a Sub-Committee consisting of himself, Lee and Greiner to determine how the partnership would function.

FINANCIAL STATEMENT/BILLS

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

ADJOURNMENT

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Sue Ann Barry". The signature is fluid and cursive, with the first name "Sue" being the most prominent.

Sue Ann Barry
Secretary/Treasurer