

LITITZ BOROUGH COUNCIL  
Minutes of Meeting Held July 28, 2020  
Zoom Remote Video and Audio Conferencing

Due to the coronavirus (COVID-19) pandemic, the disease caused by a new respiratory virus, and the Governor's social distancing measures, the July 28, 2020, 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 advertised in the Lititz Record Express, 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, Cory Rathman, Chris Strayer, Jamie Schlesinger, Dan Desmond, Alex Piehl, Holly DeKarske, John Bear, Art Freedom, Alice Bracken, Karen Davis, Charles Stickler, Gary Gaissert, Karen Weibel, Tanner Lodish, 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 Sensenich, with a second by Greiner, the minutes of the June 30, 2020, Council meeting were unanimously approved as presented.

PRESENTATIONS:  
Chocolate Express in Lieu of Chocolate Walk

Sensenich explained that a Special Event Permit Application for the 19<sup>th</sup> Annual Chocolate Walk for Saturday, October 10, 2020, was approved in February, 2020, and now due to COVID-19 and social distancing orders, the Kawanis Club would like to modify the event and call it Chocolate Express. Mark Freeman explained the concept of having a drive-through at the LGH property off North Lane and Cedar Street, where folks would drive through a scattering of charities set up along the way and receive a bag of chocolates in their trunks or hatchbacks at the end of the line. The number of interested participants is hard to tell, but tickets will be limited and time slots given to reduce backlogs. Chief Nye will meet with Freeman to determine the exact traffic flow. Communication will be the key to a successful event. A few port-a-johns will be placed in the area. The event is also a way to bring visitors into downtown Lititz for other purposes, e.g. shopping, dining. Members of the Kawanis Club were commended for their creativity with the event during these challenging times.

Refunding Analysis of Proposals

Jamie Schlesinger of Public Financial Management, Inc. (PFM) has provided a recap of the proposals received for refinancing the 2015 General Obligation Note for the WWTP, and provided a recommendation to accept the JP Morgan Chase proposal at a low fixed rate of 1.13% through maturity with a 5-year call provision, which represents a savings of \$333,784, over the course of the loan. The JP Morgan Chase proposal at a low fixed rate of 1.05% through maturity had a non-callable provision which was nixed due to the inflexibility.

General Obligation Note, Series of 2020A

Council has considered the issuance and awarding of its General Obligation Note, Series A of 2020, at a private, negotiated sale in an aggregate principal amount of \$6,125,000, intending to use the funds for costs of the refunding of the Borough's outstanding General Obligation Note, Series 2015 and paying costs and expenses in connection with the issuance of the Borough's 2020A Note. Closing is planned for September 1, 2020. On a motion by Sensenich with a second by Greiner, the JP Morgan Chase proposal at a low fixed rate of 1.13% through maturity with a 5-year call provision was accepted, and Ordinance No. C-583, General Obligation Note, Series of 2020A, passed with roll call vote: Weaver (yea), Greiner (yea), Lee (yea), Sensenich (yea), Mobley (yea), and Brubaker (yea); 6-0.

Revised Preliminary Land Development Plan for Warwick Woodlands

Alex Piehl of RGS Associates presented the Revised Preliminary Land Development Plan for Warwick Woodlands, 400 W. Orange Street, Project # 2010709-006, dated October 10, 2014, last revised June 10, 2020, in the R-2, R-2A and NSD District, replacing Building B with twelve (12) CCRC cottages, enlarging the

Revised Preliminary Land Development Plan for Warwick Woodlands (Cont)

parking area for Building A, updating the Building F layout to retain a portion of the existing woodlands and extend the building façade along W. Sixth Street, and shifting the resident garden south of Building F. The Revised Preliminary Plan includes 82 CCRC cottages, 54 CCRC apartments and the maintenance building that were constructed in Phase 1. The 74 CCRC cottages that are currently under construction are in Phase 2A and 16 CCRC cottages and 62 apartments in Phase 2B. In Phase 3 there will be 148 CCRC apartments, 20 assisted living beds and 23,380 sq.ft. of commercial space. Gary Gaissert provided background to the Manor's rationale for eliminating Building B, which was based on input from corporate realtors. An analysis of the existing water and sewer capacity related to the proposed modifications will be provided as part of the Final Plan application for each phase.

On a motion by Lee with a second by Sensenich, the Revised Preliminary Land Development Plan for Warwick Woodlands, 400 W. Orange Street, Project # 2010709-006, dated October 10, 2014, last revised June 10, 2020, in the R-2, R-2A and NSD District, replacing Building B with twelve (12) CCRC cottages, enlarging the parking area for Building A, updating the Building F layout to retain a portion of the existing woodlands and extend the building façade along W. Sixth Street, and shifting the resident garden south of Building F, passed unanimously.

Norfolk-Southern Project Funding Sought

John Bear, Managing Director of Griffin Stevens & Lee Government Consulting and Executive Director of LRCDC presented the idea of an engagement letter to seek government funds for the relocation of the Norfolk-Southern runaround track through the Multimodal Transportation Fund, the CFA and/or RCAP funding with the provision if Norfolk-Southern withdraws its support of the project, the Borough will not be liable for expenses incurred. After discussion, Greiner moved, Sensenich seconded to work with Griffin Stevens & Lee and the LRCDC to seek funding from the State for the Norfolk-Southern runaround track to the west N. Broad Street. Motion passed unanimously.

AGREEMENT NO. 514:

Sidewalk Easement Agreement with Linden Hall

Upon presentation, Greiner moved, Sensenich seconded to approve Agreement No. 514, Sidewalk Easement Agreement with Linden Hall for ADA sidewalks associated with the Water Street Paving Project. Motion passed unanimously.

AGREEMENT NO. 515:

Sidewalk Easement Agreement with Lancaster General Hospital

Upon presentation, Greiner moved, Sensenich seconded to approve Agreement No. 515, Sidewalk Easement Agreement with Lancaster General Hospital for ADA sidewalks associated with the Water Street Paving Project. Motion passed unanimously. PennDOT is receptive to a one year delay of the E. Main Street/Water Street Repaving Project, to alleviate further impact to the downtown merchants due to the nonessential business closure as a result of the coronavirus.

SUB-COMMITTEE ON SEWER AND WATER SERVICES:

Inframark Monthly Report

The small sludge spill in June into a grassy area at the WWTP was due to an operator using a temporary hose that became dislodged when transferring sludge between tanks; a Notice of Violation was received from DEP. The first half of the annual grit removal from tanks and the headworks wet-well was performed. Multiple phantom alarm calls came into the WWTP. The HVAC Project is substantially complete. High and low levels on two water filters were due to faulty actuators. After presentation, Mobley moved, Sensenich seconded to accept the June 2020, Monthly Inframark Report. Motion passed unanimously.

Application for Payment No. 1 – Interceptor Relocation Project Phase 1

Upon presentation, Mobley moved, Sensenich seconded to approve the Application for Payment No. 1 from Bottom Line Contracting, Inc., for the Interceptor Relocation Project Phase 1 @ \$91,213.91. Kauffman indicated that the work on the project went smoothly and that B.R Kreider will be installing the watertight manholes on Wednesday and Thursday of this week. Motion passed unanimously.

Entech Proposal – Interceptor Relocation Project Phase 2

Upon presentation, Mobley moved, Sensenich seconded to approve a proposal from Entech for the Interceptor Relocation Project Phase 2 engineering, design and bidding, @ ~\$23,500. Motion passed unanimously.

SUB-COMMITTEE ON STREETS AND TRAFFIC:  
National Night Out Activity Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application to close E. Lemon Street, from Raspberry Lane to S. Cedar Street, on Tuesday, August 4, 2020, 5:00 P.M. - 9:00 P.M., for a neighborhood gathering of twenty-five (25) people observing National Night Out. Motion passed unanimously.

SUB-COMMITTEE ON FINANCES:  
Financial Statement/Bills

Mobley reported that the Finance Committee is continuing to monitor the revenue in this time of COVID-19. Mobley moved, Sensenich seconded to approve the Financial Statement and pay the bills, including the annual transfers and contributions. Motion passed unanimously.

REPORT OF THE BOROUGH ENGINEER:  
E. Main Street / Water Street PennDOT Repaving Project

With PennDOT being receptive to a one year delay of the E. Main Street/Water Street Repaving Project, the stormwater pipe replacement associated with that project will be bid in December, with project award in January and construction to begin in February or March 2021. The sidewalk portion associated with the project can be done in March and April, 2021.

Thermoplastic Road Striping for E. Sixth Street

Rathman researched colored thermoplastic road striping for E. Sixth Street for traffic calming purposes and Council agreed that it is cost prohibitive @ \$440,000. The speed sentry signs are helping with speeding on the street.

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:

- \*\*\*\* August 4, 2020 - Tuesday - Planning Commission Meeting - 7:00 P.M. (webconf)
- \*\*\*\* August 11, 2020 – Tuesday – Council Meeting – if called by the President
- \*\*\*\* August 17, 2020 – Monday – Zoning Hearing Board Meeting – 7:00 P.M. (webconf)
- \*\*\*\* August 25, 2020 – Tuesday – Council Meeting – Council Chambers - 7:00 P.M. (webconf)

Other Meetings, etc.:

- \*\*\*\* July 27, 2020 – Monday – Lititz Fire Co. – Fire House – 7:00 P.M.
- \*\*\*\* July 28, 2020 – Tuesday – Council Meeting – Council Chambers-7:00 P.M. (webconf)
- \*\*\*\* July 30, 2020 – Thursday – Lititz Springs Pool Inspection by DCNR – 10:00 A.M.
- \*\*\*\* August 3, 2020 – Monday – WESC – Rothsville Fire Co. – 6:30 P.M.

Monthly Meeting Date Reminders (Cont)

August 3, 2020 – Monday – Lititz Public Library Board – Library - 7:00 P.M. (tbd)  
August 11, 2020 – Tuesday – MS4 Committee – Conference Room – 3:30 P.M. (webconf)  
August 17, 2020 – Monday – Parks Committee – Conference Room – 4:00 P.M. (webconf)  
August 17, 2020 – Monday – HAAC – Conference Room – 6:00 P.M. (webconf)  
August 18, 2020 – Tuesday – Warwick School Board – District Office – 7:00 P.M. (tbd)  
August 20, 2020 – Thursday – Regional Built & Natural Infrastructure – 7:30 A.M. (webconf)  
August 31, 2020 – Monday – Lititz Fire Co. – Fire House – 7:00 P.M.

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

The Christmas stars, with red, white and blue bulbs, which were installed on the PPL poles for the Independence Day holiday, were a big hit with the community. The Arrowhead Drive Resurfacing Project was completed the second week of July. The PWD has created a Road Maintenance Plan and Schedule for proposed future paving projects for the next 5+ years. The air conditioning work in the PD is being completed this week. The Lititz Borough Authority has signed the agreement amending both Lititz Borough's EDUs and WTMA's EDUs based on permit capacity as determined by Entech. A natural gas supply agreement for 2021-2025 has been renewed. The Tapping Fee Recalculation Project is ongoing. Derck and Edson, LLC is to be contacted for further contractor information on the installation of soil cell tree wells.

REPORT OF THE MAYOR & CHIEF OF POLICE

The Mayor received communication that Tait Towers Manufacturing, LLC has announced mass layoffs at their corporate headquarters at 401 W. Lincoln Avenue, due to COVID-19. The police officers are getting used to their body cameras. The use of force policy is being reviewed by the Borough Solicitor. The State will be pushing police departments toward accreditation, which the LPD has had for twelve years. Officer Wolfe will be retiring effective August 1, 2020, with a need to replace him by July 1, 2021.

REPORT OF THE DIRECTOR OF COMMUNITY PLANNING

A Conditional Use application has been received for the property at 34 S. Broad Street, for demolition and rebuild and will be before the Planning Commission in August. Because of time constraints, the plan will be before Council at their August 25, 2020, regular meeting although a decision is not needed then. Dunkin Donuts is getting closer to a recommendation for approval. PennDOT has been invoiced for additional expenses incurred for the Locust Street Bridge Project. Inquiries have been made about demolition of a small single family dwelling at 444 S. Walnut Street, but no formal request has been made.

NEW BUSINESS:

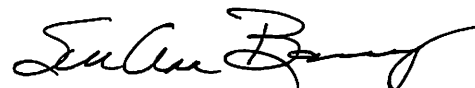
Appointment to the Parks Committee

Upon presentation, Greiner moved, Sensenich seconded to appoint Scott Hain to the Parks Committee. Motion passed unanimously.

PETITIONS, CORRESPONDENCE AND QUESTIONS:

There were no public comments that were submitted via email or written submission. There being no further business, the meeting adjourned at 9:00 P.M. on a motion by Sensenich with a second by Greiner.

Respectfully submitted,



Sue Ann Barry, Secretary/Treasurer