

LITITZ BOROUGH COUNCIL  
Minutes of Meeting Held June 30, 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 June 30, 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, 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, Mike Huxta, Mark Barley, Jamie Schlesinger, Dan Desmond, Matt Oakhout, Joyce Gerhart, John Spead, 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 May 26, 2020, Council meeting were unanimously approved as presented.

PRESENTATIONS:  
Refinancing Opportunity

Jamie Schlesinger of Public Financial Management, Inc. (PFM) has provided a recommendation to refinance the Series of 2015 General Obligation Note for the WWTP, and presented a financial analysis. Due to the current market rates, the Borough would be able to issue a new bond to pay off the bank note that would result in a savings of ~\$214,224, in 2020. As in the last two refinancing opportunities, the savings are up front, net of all fees and the maturity time will not be extended. After discussion, Sensenich moved, Greiner seconded to authorize PFM to proceed with refinancing the Series of 2015 General Obligation Note and request proposals. Motion passed unanimously. The proposals will be presented at the July 28, 2020, Council meeting.

General Obligation Note, Series of 2020

Ephrata National Bank has provided a proposal for the purchase at private sale of its General Obligation Note, Series of 2020, in the principal amount of \$6,000,000. The Borough intends to use the proceeds to provide funds for (i) engineering services and construction of road improvements and/or stormwater improvements to East Main Street and Water Street and a regional basin in the Borough, (ii) construction of improvements to the Public Works Garage including a police garage in the Borough, (iii) relocation of the Norfolk-Southern rail line in the Borough, and (iv) costs and expenses in connection with the issuance of the Borough's 2020 Note. It will be set up as 18-month interest only. Barley Snyder Attorney Dan Desmond said that he plans to close during the last week of July. On a motion by Lee with a second by Sensenich, Ordinance No. C-582, General Obligation Note, Series of 2020, passed with roll call vote: Weaver (yea), Greiner (yea), Lee (yea), Sensenich (yea), Mobley (yea), and Brubaker (yea); 6-0.

Luther Acres Welcome Center Preliminary/Final Land Development Plan

Joyce Gerhart of RGS Associates presented the Luther Acres Welcome Center Preliminary/Final Land Development Plan, 600 E. Main Street, Project # 2014824-008, dated March 13, 2020, last revised June 15, 2020, in the R-1 District, having the entrance off of Oak Street and housing marketing personnel who are currently using four cottages for their purposes. After discussion, on a motion by Lee with a second by Greiner, the Luther Acres Welcome Center Preliminary/Final Land Development Plan, 600 E. Main Street, Project # 2014824-008, dated March 13, 2020, last revised June 15, 2020, in the R-1 District, was unanimously approved with the following modifications:

- §305 - Preliminary Plan;
- §402.C.4.b – Required Features Within the Subject Tract;
- §405 - Traffic Study;
- §406 - Wetland Study;
- §603.A.10 – Bicycle Racks;
- §603.C.1 - Curbs.

Cargill Parking Expansion Preliminary/Final Land Development Plan

Mike Huxta of ELA Group and Mark Barley of Cargill presented the Cargill Parking Expansion Preliminary/Final Land Development Plan, 201 W. Lincoln Avenue, Project No. 1159-001, dated April 3, 2020, last revised June 5, 2020, to add fourteen new spaces in front of the building and to stripe an additional ten spaces over existing pavement. While new paving would be added to the front of the building, additional existing impervious would be removed resulting in an overall reduction in impervious across the site. The Borough Solicitor is drafting a shared access agreement for the driveway that was on the Official Map. The paper street, Chestnut Street, is proposed to be deleted from the map. There is also, a .75 acre portion of Cargill property behind the Borough Garage that the Borough would like to purchase, and that process is to continue to move forward. After discussion and on a motion by Lee with a second by Greiner, the Cargill Parking Expansion Preliminary/Final Land Development Plan, 201 W. Lincoln Avenue, Project No. 1159-001, dated April 3, 2020, last revised June 5, 2020, was unanimously approved with the following modifications:

- §305 - Preliminary Plan;
- §403.E.3.b – Traffic Evaluations;
- §403.E.3.c – Wetlands Report;
- §405.B – E&S Plan Approval;
- §603.A.2 – 15' Buffer Planting Area;
- §603.A.3 – Parking Lot Internal Landscaping;
- §603.A.4 – 20' Area Between Parking Lot and Driveway;
- §603.C – Curb in Parking Compound.

RESOLUTIONS No. 918:

Authorizing an Agreement between Lititz Borough, Lititz Borough Authority and WTMA

Greiner moved, Sensenich seconded to approve Resolution No. 918, authorizing an Agreement between Lititz Borough, Lititz Borough Authority and WTMA, amending both Lititz Borough's EDUs and WTMA's EDUs based on permit capacity as determined by Entech. Motion passed unanimously.

ORDINANCE NO. C-581:

CCRC Zoning Amendment

President Weaver recessed the regular meeting and opened a Public Hearing to receive public comments on an ordinance amending the Zoning Ordinance allowing CCRCs within the R-1 District. The Planning Commission had been working with both the Luthercare and Moravian Manor engineers on the text amendment and everyone involved is in agreement with the final draft. There were no comments from the public. Weaver concluded the hearing and resumed the regular Council meeting. Lee moved, Sensenich seconded to adopt Ordinance No. C-581, CCRC Zoning Amendment. Motion passed unanimously.

AGREEMENT NO. 511:

Amendment to Sewer Intermunicipal Agreement for Revised Sewer Capacity Allocation

After discussion on the need for reserve capacity agreements, Lee moved, Greiner seconded to approve Agreement No. 511, Amendment to the Sewer Intermunicipal Agreement for Revised Sewer Capacity Allocation. Motion passed unanimously.

AGREEMENT NO. 512:

48 N Broad Street, LLC Water Extender's Agreement

Upon presentation, Greiner moved, Lee seconded to approve Agreement No. 512, Water Extender's Agreement between 48 N Broad Street, LLC and Lititz Borough. Motion passed unanimously.

AGREEMENT NO. 513:  
48 N Broad Street, LLC Sewer Extender's Agreement

Upon presentation, Greiner moved, Sensenich seconded to approve Agreement No. 513, Sewer Extender's Agreement between 48 N Broad Street, LLC and Lititz Borough. Motion passed unanimously.

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

There has been little impact to Inframark services related to COVID-19. The Anion Filter Project at the WTP continues to be on hold until October. There was a small sludge spill into a grassy area and DEP was notified. The WTP raw water wells have been placed into three well combination groups, per DEP. After presentation, Mobley moved, Sensenich seconded to accept the May 2020, Monthly Inframark Report. Motion passed unanimously.

SUB-COMMITTEE ON STREETS AND TRAFFIC:  
Annual Night of Music Activity Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application for the Lititz Historical Foundation to have their Annual Night of Music in the Mary Oehme Gardens on Sunday, August 9, 2020, from 7:00 P.M. - 9:00 P.M., with no road closures needed. Motion passed unanimously.

Annual Ice Cream Social Activity Permit Application

Upon presentation, Sensenich moved, Brubaker seconded to approve an Activity Permit Application for the Lititz Historical Foundation to have their Annual Ice Cream Social in the Mary Oehme Gardens on Sunday, September 6, 2020, from 6:00 P.M. - 8:00 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 David Niggel, at his place of work, 101 Warwick Street. 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. Mobley reported that the Finance Committee is continuing to monitor the finances in this time of COVID-19.

LST Refund Request

Mobley moved, Sensenich seconded to approve a 2019 LST refund request from Susan Garner @ \$52, as she did not earn the minimum required amount. Motion passed unanimously.

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

A conference call has been scheduled with PennDOT to discuss the possibility of delaying the E. Main Street/Water Street Repaving Project, due to the nonessential business closure as a result of the coronavirus. The PennDOT HOP permit has been issued for the stormwater pipe replacement associated with that project possibly shifting the work from the fall of 2020 to the late winter/early spring of 2021.

REPORT OF THE JUNIOR COUNCIL PERSON:  
Search for 2020-2021 School Year Candidate

Junior Council Person Isabel Mejia has completed her term as Junior Council Person. Although she could not be a page in Harrisburg this year due to the coronavirus, she will fulfill that commitment in the future. The Mayor did not play a part in the high school Civics Class this year due to the coronavirus. He will be searching for the next Junior Council Person for the 2020-2021 school year.

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:

- July 7, 2020 - Tuesday - Planning Commission Meeting - 7:00 P.M. (webconf)
- \*\*\*\* July 14, 2020 – Tuesday – Council Meeting – if called by the President
- July 20, 2020 – Monday – Zoning Hearing Board Meeting – 7:00 P.M. (webconf)
- \*\*\*\* July 28, 2020 – Tuesday – Council Meeting – Council Chambers - 7:00 P.M. (webconf)

Other Meetings, etc.:

- \*\*\*\* June 30, 2020 – Tuesday – Council Meeting – Council Chambers - 7:00 P.M. (webconf)
- July 6, 2020 – Monday – Lititz Public Library Board – Library - 7:00 P.M. (tbd)
- July 14, 2020 – Tuesday - MS4 Committee - Conference Room – 3:30 P.M. (webconf)
- July 16, 2020 – Thursday – Regional Coordinating Meeting – WT – 7:30 A.M. (webconf)
- July 20, 2020 – Monday - Parks Committee – Conference Room – 4:00 P.M. (webconf)
- July 20, 2020 – Monday - HAAC – Conference Room - 6:00 P.M. (webconf)
- July 21, 2020 – Tuesday - Partners Meeting – Conference Room - 12:00 Noon (cancelled)
- July 21, 2020 – Tuesday – Warwick School Board – District Office – 7:00 P.M. (tbd)
- July 23, 2020 – Thursday – Lititz Borough Authority – WWTP - 7:00 P.M. (webconf)
- July 27, 2020 – 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 FOREMAN, FACILITIES MANAGER &  
ENVIRONMENTAL COORDINATOR:

The PWD put red, white and blue bulbs (donated by Chris Strayer) in the Christmas stars and installed them on the PPL poles for the Independence Day holiday. The PWD is patching streets with the recently purchased milling machine. A PWD employee who was out due to a heart attack is back at work except for physical therapy sessions. Mobley commended the PWD for their work on rebuilding the stormwater drain at Front and Elm Streets. The existing 12.5 ton indoor and outdoor air conditioning units of the PD side of the municipal building have failed and, after reviewing options and based on the age of the units, it was decided to replace the units in this emergency situation. Work on Phase 1 of the Sewer Interceptor Relocation Project is 90% completed; televising and restoration of the biobasin still needs to be done.

The Main Street Silva Cell Project is moving forward for installation next year concurrent with sidewalk replacement. Lee will meet with Jordan to review the Shade Tree Survey for a Master Plan. There was much discussion on the need to eradicate the spotted lanternflies and the problems associated with the methods of eliminating them, resulting in no new ingenious conclusions.

Change Order No. 1 – Sewer Interceptor Project

Upon presentation, Greiner moved, Sensenich seconded to approve Change Order No. 1 from Bottom Line Contracting for an extension of time for the Sewer Interceptor Project, due to the governor's order for the closure of non-essential businesses due to COVID-19. Motion passed unanimously.

REPORT OF THE MAYOR & CHIEF OF POLICE:  
Misc.

The Mayor has been communicating with downtown business owners about reopening as Lancaster County moved into the Green Phase, effective June 26 2020. Chief Nye spoke of the June 12, 2020, Black Lives Matter protest in Lititz, which was one of eight such peaceful events held Countywide. The PD has not been enforcing parking meters downtown since COVID-19, and the Chief asked how long it should continue. After discussion, Council concurred enforcement of parking meters should be delayed until the beginning of September. After discussion, Greiner moved, Brubaker seconded to sell the PD 2004 Ford Expedition to Schaefferstown EMS @ \$1, pending legal requirements met. Motion passed unanimously. The much anticipated Body Worn Cameras (BWCs), a project that has been in the making in Lititz for the past 2-3 years, will be activated the week of July 6, 2020. Weaver thanked the Chief for his foresight with this equipment. As the question was posed, there have not been any Lititz PD officers in the County Drug Task Force for quite a number of years.

REPORT OF THE DIRECTOR OF COMMUNITY PLANNING

Yearick stated that Comcast should complete their installations in the Borough by the end of the summer. The party that wishes to redevelop the Toy Soldier, 104 N. Broad Street, indicated that they were still proceeding with a Conditional Use application for partial demolition in August or September. A Conditional Use application is anticipated for the property at 34 S. Broad Street, for demolition and rebuild Council debated cautious consideration of demolitions in the Borough. Pre-construction engineering continues for the Cedar Street Bridge Replacement Project. Lancaster General Hospital may be occupying their building at 26 N. Cedar Street by year end.

PETITIONS, CORRESPONDENCE AND QUESTIONS:

There were no public comments that were submitted via email or written submission. In response to a question from Sensenich, Barry confirmed that the Borough Office was now open to the public and all office personnel are back at work, following COVID-19 social distancing orders.

ADJOURNMENT

There being no further business, the meeting adjourned at 9:05 P.M. on a motion by Sensenich with a second by Greiner.

Respectfully submitted,



Sue Ann Barry  
Secretary/Treasurer