

LITITZ BOROUGH COUNCIL
Minutes of Meeting Held June 29, 2021
Council Chambers, 7 South Broad Street, Lititz, PA & Zoom

With the Governor's administration announcing COVID-19 mitigation orders lifted and disaster emergency declarations rescinded, the June 29, 2021, Lititz Borough Council meeting was conducted as a hybrid meeting, in person in Council Chambers and virtually utilizing Zoom, which is a cloud-based platform for remote video and audio conferencing. The meeting was called to order at 7:00 P.M. by President Weaver with Council members Brubaker, Greiner, Lee, and Mobley present. Sensenich attended virtually. Others present were Mayor Snyder, Sue Ann Barry, Chief Kerry Nye, Elijah Yearick, Todd Kauffman, Andy Garner, and Jordan Garner. In virtual attendance were Rob McFadden, Nathan Laucks, Chris Strayer, Mary Gattis, Scott Hain (who also arrived later in person) and Laura Knowels of the Lititz Record Express. On a motion by Mobley, with a second by Greiner, the minutes of the May 25, 2021, and June 8, 2021, Council meetings were unanimously approved as presented.

ORDINANCE NO. C-592:
Amending Form-Based Code

Upon presentation, Lee moved, Greiner seconded to approve Ordinance No. C-592, an amendment to the Form-Based Code Section of the Subdivision Ordinance to ensure that architectural design requirements apply to all zoning districts. Motion passed unanimously.

ORDINANCE NO. C-593:
Geothermal Wells

Upon presentation, Lee moved, Mobley seconded to approve Ordinance No. C-593, an amendment to the Zoning Ordinance that limits the types and locations of geothermal wells in the Borough. Motion passed unanimously.

AGREEMENT NO. 535:
WSD and Lititz recCenter Easement Agreement

Mobley moved, Greiner seconded to approve Agreement No. 535, a sewer line easement for the Warwick School District through the Lititz recCenter and Borough land. Motion passed unanimously.

AGREEMENT NO. 537:
Dunkin Donuts SWM Facilities Agreement

Lee moved, Greiner seconded to approve Agreement No. 537, the Dunkin Donuts Stormwater Maintenance Facilities Agreement. Motion passed unanimously

PETITIONS, CORRESPONDENCE AND QUESTIONS:

There were no petitions, correspondence or questions from the public.

SUB-COMMITTEE ON SEWER AND WATER SERVICES:
Inframark Report

The biosolids centrifuge gearbox has been replaced, with minimal hauling needed from Kleine's when it was down. Faulty outlets and wiring in yard vaults and containment area have been replaced. Dryer sludge feed pump #2 was rebuilt. Duck fence is in place to prevent ducklings from entering final clarifiers #1 and #2. There were power failures at wells #5, #6, and at the Kissel Hill pump station. Anion filter bypass increased due to an increase in TDS. Mobley acknowledged receipt of an Area Wide Optimization Program (AWOP) Award for the fifth consecutive year recognizing outstanding efforts toward optimizing water filter plant performance. Mobley moved, Greiner seconded to accept the Inframark May 2021, Monthly Report. Motion passed unanimously.

Projects Put on Hold Due to COVID

Nathan Laucks from Inframark provided an update on nonessential projects that were put on hold by the Borough due to COVID, and which projects will resume in 2021, with more details to follow.

Application for Payment No. 14 – Filter Media Replacement Project

Upon presentation on the punch list associated with the project, Mobley moved, Lee seconded to approve the Application for Payment No. 14 from M2 Construction for the Filter Media Replacement Project at the Water Plant @ \$9,750.00. Motion passed unanimously.

SUB-COMMITTEE ON STREETS AND TRAFFIC:
Lititz Lions Cruise Car Show Special Event Permit Application

Upon presentation, Sensenich moved, Mobley seconded to approve a Special Event Permit Application from Lititz Lion's Club for closing E. Main Street at Broad Street to Locust Street, the first block of N. & S. Cedar Street and first block of Water Street for a Cruise Night Car Show on August 18, 2021, from 5:30 P.M. to 9:00 P.M., having the need for four-five event staff positions. Motion passed unanimously.

Lititz Craft Beer Fest 2021 Activity Permit Application

Upon presentation, Sensenich moved, Mobley seconded to approve an Activity Permit Application from the AMBUCs and WCAA for the Lititz Craft Beer Fest 2021 as a charitable fund raiser to be held on Friday evening September 24, 2021 (for TAIT employees only), Saturday, September 25, 2021, from 11:30 A.M. – 2:30 P.M. and 4:30 P.M. – 7:30 P.M. and Sunday, September 26, 2021, from 2:00 P.M. to 5:00 P.M. at the TAIT parking lot, 401 W. Lincoln Avenue, with a stage for bands. No road closures will be necessary. The sponsors hope to bring the event back to downtown next year. The PWD will run the street sweeper over the parking lot after the event for a fee. Motion passed unanimously.

COBYS Bike & Hike Activity Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application from the Lititz Church of the Brethren COBYS Family Services for the COBYS Bike & Hike on September 12, 2021, 12:00 Noon - 4:00 P.M., where donors walk, ride, bike, or motorcycle on designated routes, needing police assistance at the COBYS parking lot. Motion passed unanimously.

Lancaster Bicycle Club Covered Bridge Classic Activity Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application from the Lancaster Bicycle Club for the Covered Bridge Classic on August 15, 2021, 7:00 A.M. - 4:30 P.M., per submitted courses with a small portion in Lititz Borough. Motion passed unanimously.

Condition of Streets at Railroad Crossings

The Mayor has received complaints about the condition of the streets at the railroad crossings on N. Cedar Street and Water Street. Typically, Norfolk Southern is responsible for the maintenance of the crossings. Recently, Yearick had a phone conversation with a PennDOT representative regarding the Water Street railroad crossing as PennDOT will be repaving Water Street next year. PennDOT may take part in paving that crossing as part of their project but they will need coordination and cooperation. With those crossings being abandoned in the future, it is uncertain what support will be received from Norfolk Southern.

Second Avenue Sidewalk Repair Needed

Council received a letter and photo from a resident concerning a major sidewalk trip at a Second Avenue property and criticizing the Borough policy to evaluate sidewalks only when streets are going to be resurfaced. Although that may be the case, the Borough staff does follow up if a complaint is made, as they have with this property. This subject led to much discussion on continuing to work on procedures of evaluating sidewalks to be replaced, problems with sidewalks and street trees, roots and stumps, the development of a street tree master plan, methods of repairing sidewalks, the use of structural soils as identified in the Land Development Ordinance, silva cell tree planting, enforcement of street tree re-plantings, brick sidewalks, etc.

SUB-COMMITTEE ON FINANCES:
Financial Statement/Bills

Mobley moved, Greiner seconded to approve the Financial Statement and pay the bills. Motion passed unanimously.

American Rescue Plan Act (ARPA) Draft Proposal

Mobley gave a report from the Borough Finance Committee on the use of American Rescue Plan Act (ARPA) funding to be received by municipalities over the next two years. These funds may be used to –

- Address economic effects, including aid to households, small businesses, nonprofits and industries such as tourism and hospitality;
- Provide premium pay to essential employees or grants to their employers;
- Provide government services affected by a revenue reduction;
- Make investments in water, sewer & broadband infrastructure (and more recently included stormwater per the Governor's letter received this month);
- Transfer funds to private nonprofit groups or public benefit corporations involved in passenger or cargo transportation.

The Borough's allocation is a total of \$990,694, with 50% received in 2021 and 50% in 2022, to be used by the end of 2024. Based on a comprehensive analysis, Council discussed a proposed draft of the committee's recommendations for how the funding could be used, e.g., for lost revenue replacement, investment in infrastructure and addressing negative economic impacts. A final decision will be made within the next couple of months.

SUB-COMMITTEE ON PLANNING:
Warwick School District, Warwick High School / Middle School Final Plan Extension of Time

Upon presentation, Lee moved, Greiner seconded to approve a six month extension in time for the Warwick School District, Warwick High School / Middle School Final Plan, which includes the stadium, at 301 W. Orange Street, Plan No. 482-009, 118 acres, dated March 5, 2009, revised April 1, 2009, and approved by Council on April 28, 2009. The extension remains valid until January 1, 2022. Motion passed unanimously.

SUB-COMMITTEE ON BUILDINGS, AND GROUNDS:
Change Order No. 8 – Public Works Garage

Scott Hain arrived in Council Chambers. Upon presentation, Lee moved, Greiner seconded to reject Change Order No. 8, from Ondra-Huyett Associates, Inc., for a necessary sewer extension, however, the Change Order indicates that 10% profit is included instead of the contracted 8% profit @ \$1,901.00. Motion passed unanimously. A revised change order is to be resubmitted.

Application for Payment No. 2 – Public Works Garage

Upon presentation, Lee moved, Greiner seconded to approve the Application for Payment No. 2 from Ondra-Huyett Associates, Inc. for the Public Works Garage Project @ \$61,061.24. Motion passed unanimously.

REPORT OF THE BOROUGH ENGINEER:

Main Street/Water Street Stormwater, Water Line, Curb, ADA Replacement Project

Hain provided an update on the Main Street/Water Street Stormwater, Water Line, Curb, ADA Replacement Project. The stormwater portion of the project is almost complete and more lining had to be done rather than replacement due to utility conflicts. Restoration is continuing and the ADA ramps are left to be completed. Details of lining were discussed.

REPORT OF THE BOROUGH MANAGER:

Monthly Meeting Date Reminders

The Borough Manager reminded Council of the following meeting dates, per submitted report & update. With COVID-19 restrictions lifted and the disaster declaration over, many public meetings will be held live and/or web conferencing (hybrid).

Regular Monthly Meetings:

- July 6, 2021 – Tuesday – Planning Commission Meeting – Council Chambers - 7:00 P.M.
- **** July 13, 2021 – Tuesday – Council Meeting – 7:00 P.M. (If called by the President)
- July 19, 2021 – Monday – Zoning Hearing Board Meeting - Council Chambers – 7:00 P.M.
- **** July 27, 2021 – Tuesday – Council Meeting – 7:00 P.M. (hybrid)

Other Meetings, etc.:

- June 28, 2021 – Wed – Police Negotiations – Personnel Committee – Council Chambers – 2:00 PM
- June 28, 2021 – Monday – 6th Street Park Citizens Committee – 4:00 P.M. (webconf)
- June 28, 2021 – Monday – Lititz Fire Co. – Fire House – 7:00 P.M.
- **** June 29, 2021 – Tuesday – Council Meeting – 7:00 P.M. (hybrid)
- July 1, 2021 – Thursday – 6th Street Park Citizens Committee – 4:00 P.M. (webconf)
- July 7, 2021 – Wednesday – Streets Committee – 6th St Paving – 3:00 P.M. (webconf)
- July 12, 2021 – Monday – Lititz Public Library Board – Library - 7:00 P.M.
- July 13, 2021 – Tuesday - MS4 Committee – Council Chambers - 3:30 P.M. (hybrid)
- July 15, 2021 – Thursday – Regional Coordinating Meeting – 7:30 A.M. (webconf)
- July 19, 2021 – Monday - Parks Committee – 4:00 P.M. (hybrid)
- July 19, 2021 – Monday - HAAC Meeting – Conference Room - 6:00 P.M.
- July 20, 2021 – Tuesday – WRRRC Partners Meeting – 12:00 Noon (tbd)
- July 20, 2021 – Tuesday – Todd's Retirement Drop-In – Brick Gables – 4:00 - 6:00 P.M.
- July 22, 2021 – Thursday – Lititz Borough Authority – WWTP - 7:00 P.M.
- July 26, 2021 – 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 Christmas stars, with red, white and blue bulbs, will again be installed for the Fourth of July holiday. There was a water main break and sinkhole on June 27, 2021 at Oxford & Cedar St. Mr. Rehab will be lining sewer laterals on E. Main Street at the end of July. The Water System Risk & Resilience Assessment Plan has been submitted. The Interceptor Project will begin next week. The Water Street Water Main Replacement Project will begin on July 12, 2021. A committee will meet to discuss some sewer EDU discrepancies with larger users; the water EDU discrepancies are minimal. Lead service line regulations are changing and there will be a need for public education with new sampling requirements. There is good progress being made at the PWD garage having some delays with the police garage portion. PWD personnel assisted with sewer breaks on site.

REPORT OF THE MAYOR & CHIEF OF POLICE

The Mayor will be attending the 50th Annual Conference of the PA State Mayors' Association on July 15-18, 2021, in Pittsburgh. It is new officer Haylie Brass' second month on the force and she will attend a future meeting to introduce herself to the Council. Officer Weinoldt received recognition from the State as one of the top Drug Recognition Experts (DREs). One of the police cars was subject to a hit and run recently. The LPD is working on an Incident Action Plan for the Independence Day activities. The next free Community Movie Night will be on July 17, 2021, on Front Street between N. Elm Street and N. Oak Street. The LPD will be sponsoring the Annual Night Out event in August at the Treehouse of Lititz at Orange Street and W. Second Avenue and an Ice Cream Social, also in August at Isabella's Ice Cream Parlor, 110 E. Main Street. The Chief thanked the PWD for their assistance in expanding the processing room into the existing garage.


REPORT OF THE DIRECTOR OF COMMUNITY PLANNING

The Cedar Street Bridge Replacement Project will begin shortly. There was a meeting with the District Justice discussing daily fines that could be incurred for demolition without a permit. Both Manheim Borough and Warwick Township have expressed concerns with the PA 772 Rerouting Study with LCPC having no objections. The concrete pad at the North Lane Bike Park has been poured with LGH donating a bike repair station there and Venture Lititz possibly including a map kiosk at the site.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:35 P.M. on a motion by Greiner with a second by Mobley.

Respectfully submitted,



Sue Ann Barry
Secretary/Treasurer