

LITITZ BOROUGH COUNCIL
Minutes of Meeting Held November 12, 2019
7 South Broad Street, Lititz, PA

The Lititz Borough Council meeting was called to order at 5:30 P.M. on November 12, 2019, by President Weaver with Council members Greiner, Mobley and Sensenich present. Lee was excused and there is one vacancy. Others in attendance were Mayor Snyder, Sue Ann Barry, Andy Garner, Elijah Yearick, Todd Kauffman, and Council-Elect David Brubaker. The meeting opened with a moment of silence followed by the pledge of allegiance led by the Mayor.

REPORT OF BOROUGH MANAGER:
2020 Municipal Calendar

On a motion by Greiner with a second by Mobley, the advertisement of the Year 2020 Municipal Calendar was unanimously approved as follows:

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
*1 ST COUNCIL 7:00 PM	*6	11	10	14	12	9	14	11	8	13	***10	8
2 ND COUNCIL 7:00 PM	28	25	31	28	26	30	28	25	29	**27	24	29
PLANNING COMMISSION 7:00 PM	7	4	3	7	5	2	7	4	1	6	3	1
ZONING HEARING 7:00 PM	27	24	16	20	18	15	20	17	21	19	16	21
PARKS COMMITTEE 4:00 PM	27	24	16	20	18	15	20	17	21	19	16	21
FLOOD CONTROL 3:30 PM				15						20		
SEWER AUTHORITY 7:00 PM	23			23			23			22		
SHADE TREE COMMISSION 4:00 PM			5			4			3			
LITITZ/WARWICK/ ELIZABETH/WSD JOINT 7:00 PM				30 ET						29 WSD		
FORGE THE FUTURE 2022 COORDINATING COMM 7:30 AM	16 WT			16 WT			16 WT			15 WT		
FORGE THE FUTURE 2022 BUILT & NATURAL INFRASTRUCTURE 7:30 AM		20 ET			21 ET			20 ET			19 ET	
FORGE THE FUTURE 2022 HOUSING & ECONOMIC DEV 7:30 AM			19 LB			18 LB			17 LB			17 LB
WARWICK EMERGENCY SERVICES COMMISSION 6:30 PM		3 BFC		6 BKFC		1 WCA		3 RFC		5 LFC		7 BFC

Council, Planning, Zoning, Parks Committee, Flood Control, and Shade Tree Commission meetings are held at the Lititz Borough Office, 7 South Broad Street, Lititz, PA. Sewer Authority meetings are held at the Wastewater Treatment Plant, 50 Lititz Run Rd, Lititz, PA

2020 Recognition Dinner is Wednesday, December 9, 2020, 6:30 PM, at the General Sutter Inn

*First Council Meeting each month, if called by President. January 6, 2020 is called – Reorganization Meeting

**MS4 Annual Report

***Budget Meeting, November 10, 2020, will be held at 5:30 PM

2020 Municipal Calendar (Cont)

WT - Meeting held at Warwick Township Building, 315 Clay Road
LB - Meeting held at Lititz Borough Building, 7 S. Broad Street
ET - Meeting held at Elizabeth Township Building, 423 Southview Drive
WSD - Meeting held at Warwick District Office, 301 W. Orange Street
WCA - Meeting held at Warwick Community Ambulance, 151 North Lane
LFC - Meeting held at Lititz Fire Co., 24 W. Main Street
BFC - Meeting held at Brunnerville Fire Co., 1302 Church Street, Brunnerville
BKFC - Meeting held at Brickerville Fire Co., 10 Hopeland Road
RFC - Meeting held at Rothsville Fire Co., 2071 Main Street

NEW BUSINESS:

Accept Bids and Award Contract for Trash and Recyclables Collection

On a motion Greiner with a second by Sensenich, the bids for the Trash and Recyclables Contract were accepted, as follows:

- | | |
|--|--|
| • Waste Industries of Pennsylvania dba GFL Environmental | \$115.44 1 st Year Unit Fee |
| • Eagle Disposal of PA | \$135.60 1 st Year Unit Fee |

Upon presentation, Greiner moved, Sensenich seconded to award the contract for Trash and Recyclables Collection to Waste Industries of Pennsylvania dba GFL Environmental @ \$115.44 1st Year Unit Fee, with the condition that, if the Borough determines, in its sole discretion, that the Contractor's service performance is not satisfactory, the Borough will have the right to terminate the Contract effective the end of the first year of the initial three year term with no further legal obligation to the Contractor under the Contract beyond the first year of the Contract. Motion passed unanimously.

Wilbur Parking Update

The property owners of the site of the Wilbur Chocolate Store, 45 N. Broad Street, are having problems with folks parking in their lot while visiting the Wilbur Market and Blackworth Grill across the street. One issue is that the Wilbur logo is the same on both sides of the street. The developers of the Wilbur have met the parking requirements for the overall site in accordance with the ordinance. PennDOT recommended closing the front entrance off of 45 N. Broad Street a few years ago, but the owners did not want to do that. The Borough cannot regulate private parking. The President, the Mayor and Yearick will arrange to have a meeting with one of the owners, Doug Bomberger.

SUB-COMMITTEE ON FINANCES:

Year 2020 Proposed Budget

Deliberation and discussion ended in the following summary of items to be included in the year 2020 Proposed Budget:

General Fund -

Revenue:

- Real estate tax millage remains at 2 mills.
- Realty transfer taxes have been higher due to Warwick Woodlands and the Wilbur Project.
- LCTCB projections on earned income tax are being realized.
- PA Recycling Grant is dwindling due to restrictions.
- Susquehanna Trust Safety Grant.
- Wilbur and Warwick Woodlands building permit fees.
- New SRO Contract with WSD.
- Comcast Street Opening Permits.
- RR triangle is being rented.

Year 2020 Proposed Budget (Cont)

Expenses:

- Additional off-site computer backup.
- Borough Office roof replacement only if repairs do not work.
- Continue to rent ice house at fair market value.
- LBPB coolant unit replacement.
- LBPB server and 10 computer replacements.
- LBPB chair replacements.
- Higher breathalyzer costs.
- LBPB body cameras.
- CODY Mobile Cop.
- Tax incentive for firefighters.
- Fire Co. equipment purchase based on their schedule.
- Ambulance gasoline purchases split with WT.
- Venture Lititz donation.
- LRCDC donation.
- Official Map update.
- Master Plan update.
- Southern Gateway and Form Based Codes updates.
- New trash and recyclables contract.
- Renting RR triangle.
- Cedar Street bridge temporary easements needed.
- Signal Project Wilbur match.
- Oak Street pedestrian crossing.
- Handicapped ramps at Lincoln, Pine & Arrowhead.
- Main Street sidewalk replacement.
- Kleine Street parking meters
- Spotted Lanternfly eradication.
- Loan payment final year in 2019.
- Increase contributions to MEPP.
- Transfer to Swimming Pool for Capital Reserve Fund.

Park Fund -

Revenue:

- Interest.

Expenses:

- None.

Water Fund -

Revenue:

- Tapping fees for new buildings.

Expenses:

- Contract operations.
- SCADA, filter rehab, Arrowhead Drive meter pit, Cedar Street bridge.
- Tapping fee evaluation.
- Safe Drinking Water Act fees.

Sewer Fund -

Revenue:

- WTMA at 42% flow.
- Tapping fees for new buildings.

Year 2020 Proposed Budget (Cont)

Expenses:

- Interceptor, Cedar Street bridge, cake conveyor.
- Act 537 Plan update.
- Infiltration/Infill.
- NPDES sampling requirements.
- Contract operations.
- Sludge expenses declining.

Swimming Pool Fund -

Revenue:

- Transfer from General Fund.

Expenses:

- Capital Reserve Fund.

Skate Park Fund -

Revenue:

- Interest.

Expenses:

- None.

General Capital Improvement Fund -

Revenue:

- Multi-Modal Grant.
- Drawdown loan for stormwater projects, rail project & PWD building improvements and LBPD garage.
- Contribution from Oaktree.

Expenses:

- Norfolk Southern Project.
- PWB building improvements and LBPD garage.
- Runaround rail project
- Debt service.
- Transfer to Stormwater Fund.

Pool Revitalization Fund -

Revenue:

- DCED Grant.

Expenses:

- Pool renovations.

Equipment Reserve Fund -

Revenue:

- Transfers from other funds.

Expenses:

- LBPD Ford Explorer.
- LBPD Ford F-150.
- LBPD Tasers.
- Fencing at WWTP for LBPD vehicle impound.
- Speed sentry signs.
- LBPD used crime scene / traffic van.
- PWD dump truck with plow and spreader.
- PWD small dump truck bed.
- PWD skid steer with milling machine attachment with trade-in.

Year 2020 Proposed Budget (Cont)

Storm Drainage Construction Fund -

Revenue:

- Stormwater utility fee beginning in March.
- Transfers from General Fund and GCI Fund.

Expenses:

- MS4 compliance and stormwater bank.
- Main Street & Water Street Project.
- E. Kleine Street Project.
- Debt service.
- Transfer to General Fund.

Water Construction Fund -

Revenue:

- Transfer from Water Fund.

Expenses:

- Arrowhead meter pit and Moravian Manor meter pit.
- Filter rehab second year.

Highway Aid Fund -

Revenue:

- PA Liquid Fuels.
- Cedar Street bridge replacement project.
- Green Light-Go grant.

Expenses:

- Signal modifications under Green Light-Go grant.
- N. Cedar Street bridge replacement.
- Resurfacing project – Arrowhead Drive Borough portion, Stroh Lane, Pine Lane, Bear Lane, Middle Lane.

Police Contributions Special Revenue Fund -

Revenue:

- Night Out contributions.
- K-9 contributions.
- Protection supplies contributions.

Expenses:

- Community outreach and protection supplies.

Greiner moved, Sensenich seconded to advertise the 2020 Budget as amended for public display. Motion passed unanimously.

RESOLUTION NO. 902:
Multi-Modal Transportation Fund Grant

Greiner moved, Sensenich seconded to approve Resolution No. 902, Multi-Modal Transportation Fund Grant. Motion passed unanimously.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:20 P.M., on a motion by Greiner with a second by Sensenich.

Respectfully submitted,


Sue Ann Barry, Secretary/Treasurer