

LITITZ BOROUGH COUNCIL
Minutes of Meeting Held November 10, 2020
7 South Broad Street, Lititz, PA

The November 10, 2020, Lititz Borough Council meeting was conducted in-person and virtually utilizing Zoom, which is a cloud-based platform for remote video and audio conferencing. 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 5:30 P.M. by President Weaver with Council members Brubaker, Greiner, Mobley and Sensenich present. Lee was excused. Others in attendance were Mayor Snyder, Sue Ann Barry, Andy Garner, Kerry Nye, Elijah Yearick, Todd Kauffman, and Jared Hahn. The meeting opened with the pledge of allegiance.

REPORT OF BOROUGH MANAGER:
2021 Municipal Calendar

On a motion by Sensenich with a second by Mobley, the advertisement of the Year 2021 Municipal Calendar was unanimously approved as amended and as follows:

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

All Council, Planning, Zoning, Parks, Flood Control, Shade Tree, and Lititz Borough Authority meetings are held at the Lititz Borough Office, 7 South Broad Street, Lititz, PA. However, due to COVID-19, meetings could be held remotely via Zoom. Check the Lititz Borough website at lititzborough.org prior to the meeting to see if a remote meeting has been scheduled instead of an in-person meeting.

2021 Recognition Dinner is Wednesday, December 8, 2021, 6:30 PM, at the General Sutter Inn

*First Council Meeting each month, if called by President.

**MS4 Annual Report

***Budget Meeting, November 9, 2021, will be held at 5:30 PM

2021 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

SUB-COMMITTEE ON FINANCES:
Year 2021 Proposed Budget

Deliberation and discussion ended in the following summary of items to be included in the year 2021 Proposed Budget:

General Fund -

Revenue:

- Real estate tax millage remains at 2 mills with taxable assessment increasing.
- Realty transfer taxes based on Wilbur Condos and Lofts.
- LCTCB projections on earned income tax 5% less due to COVID-19.
- LST decreasing due to layoffs from TAIT and Woodstream moving.
- No changes in various fees for 2021; however, review for 2022.
- Wilbur and Warwick Woodlands building permit fees.
- Resume SRO Contract with WSD in August 2021.
- Rental inspection fees higher with Wilbur Apartments.

Expenses:

- PWB renovation architecture expenses.
- Borough Office air conditioning unit replacement in 2022.
- Consider police car tracking.
- LFC consolidating \$15,000/year agreement with donations for equipment.
- WESC equipment donation.
- Venture Lititz donation.
- LRCDC donation.
- Master Plan update.
- Southern Gateway and Form Based Codes updates.
- Signal Project Wilbur match.
- Main Street sidewalk replacement.
- Capital contribution to new pool.
- Sidewalk replacements at parks.
- Possible new pocket park.
- New park at 6th & Locust Street.
- Soil cell trees and New Street trees.
- Increase contributions to MEPP.

Park Fund -

Revenue:

- Dunkin Donuts N/A.

Expenses:

- None.

Year 2021 Proposed Budget (Cont)

Water Fund -

Revenue:

- Tapping fees for new buildings.

Expenses:

- Contract operations.
- SCADA, Cedar Street bridge.
- Leak detection twice a year.
- Safe Drinking Water Act fees based on census.
- Last payment on loan in 2021.

Sewer Fund -

Revenue:

- WTMA at 45% flow.
- New tapping fees.

Expenses:

- Interceptor.
- Cedar Street bridge.
- Infiltration/Infill.
- NPDES sampling requirements.
- Contract operations.
- Digester cleaning.
- Toxic Reduction Evaluation costs.

Swimming Pool Fund – Close out fund.

Revenue:

- Little interest.

Expenses:

- Transfer funds to General Fund..

Skate Park Fund -

Revenue:

- Little 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 – Close out fund.

Year 2021 Proposed Budget (Cont)

Equipment Reserve Fund -

Revenue:

- Transfers from other funds.

Expenses:

- LBPB Ford Explorer.
- LBPB Motorola radios (10 in 2021; 6 in 2022).
- LBPB Taser payments.
- LBPB interview room camera system.
- PWD Chevy 3500 HD, plow, lift, gate.
- PWD replace Truck #3 dump bed.
- PWD water tank for milling, snow blower, truck loading chute.
- PWD backhoe plate tamper.

Storm Drainage Construction Fund -

Revenue:

- Stormwater utility fee.
- Transfer from GCI Fund.

Expenses:

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

Water Construction Fund -

Revenue:

- Transfer from Water Fund.

Expenses:

- Water Street or Spruce Street water main.
- Filter rehab second year.
- W. Orange Street meter pit.
- Filter probes.
- Cedar Street bridge.
- PLC and VFDs.

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.
- Paving – E. New St North to Locust; Leaman St Water to North; North St New to dead end; Brookfield Dr.

Police Contributions Special Revenue Fund -

Revenue:

- Contributions.

Expenses:

- K-9 Bite suit.

Year 2021 Proposed Budget (Cont)

Mobley moved, Greiner seconded to advertise the 2021 Budget as amended for public display. Motion passed unanimously.

OTHER BUSINESS:
Future Council Meetings

This socially distancing meeting worked well for those in attendance, but having additional people will be more of a challenge. Virtually posting this meeting worked out well. The remainder of the 2020 Cpouncil meetings will remain virtual.

E. Sixth Street and Kissel Hill Road

Chief Nye wondered if the installation of a traffic circle would be possible at E. Sixth Street and Kissel Hill Road when Sixth Street is opened up to Rt. 772. A traffic study and development impact will be done in the future.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:50 P.M., on a motion by Greiner with a second by Mobley.

Respectfully submitted,


Sue Ann Barry
Secretary/Treasurer