

LITITZ BOROUGH COUNCIL
Minutes of Meeting Held November 27, 2018
7 S. Broad Street, Lititz, PA

The regular meeting of the Lititz Borough Council was called to order at 7:00 P.M. on November 27, 2018, by President Weaver with Council members Bear, Greiner, Hain, Lee, and Sensenich present. Others in attendance were Mayor Snyder, Sue Ann Barry, Andy Garner, Chief Kerry Nye, Elijah Yearick, Todd Kauffman, Peter Smith, William Cassidy, Michael Healy, Elizabeth & Tyler Velky, Eric Scott, Alex Piehl, Rose Barnas, and Laura Knowles of the Lititz Record Express. The meeting opened with a prayer by Rose Barnas, Director of Religious Education at St. James Catholic Church, followed by the pledge of allegiance led by Boy Scout Tyler Velky. On a motion by Sensenich, with a second by Greiner, the minutes of the October 30, 2018, Council meeting were unanimously approved. On a motion by Sensenich, with a second by Greiner, the minutes of the November 13, 2018, Council meeting were unanimously approved.

PETITIONS, CORRESPONDENCE AND QUESTIONS:
Petition to Vacate a Portion of Fourth Street

On behalf of Michael & Karen Healy, 522 S. Spruce Street, and Joan Clair, 608 S. Spruce Street, William Cassidy of Appel & Yost, LLP, submitted a Petition to Vacate a Portion of Fourth Street and take it off the Official Map. A 1920 Borough Map shows a future extension of Fourth Street that lies between the Healy and Clair properties and abuts the property owned by Dale and Cynthia Wittenberg. The portion of Fourth Street was not opened by the Borough in 21 years. The unopened portion of Fourth Street may not be opened without the consent of a majority of the abutting property owners. The Wittenberg's released any easement and right of access over the unopened portion of Fourth Street through a Declaratory Judgement. Realizing that there is potential access from Walnut Street and/or Sixth Street in the future if the land owner changes and would like to develop more of their tract, the Planning Commission recommended approval. The Healy's and Clair plan to put curb and sidewalk over the Fourth Street stub. Greiner, moved, Bear seconded to accept the Petition to Vacate a Portion of Fourth Street, as presented. Motion passed unanimously. Bear moved, Sensenich seconded to have a public hearing and to advertise an ordinance to vacate a portion of Fourth Street and take it off the Official Map. Motion passed unanimously.

Revised Preliminary/Final Subdivision and Land Development Plan for the Wilbur Redevelopment

Alex Piehl of RGS Associates presented the Revised Preliminary/Final Subdivision and Land Development Plan for the Wilbur Redevelopment Project # 2017B44-007, dated October 15, 2018, 48 N. Broad Street, with an additional fourteen apartment units and associated parking spaces, an updated façade design, a form stone retaining wall for the two apartment buildings, and adjustment of square footage for the retail. The ARRO review letter of October 31, 2018, Yearick's review letter of November 6, 2018 and the LCPC review letter of November 14, 2018 were discussed, including handicapped parking, parking lot design, stormwater easement, architectural design changes, financial security, etc. Access Drive "A" will become W. Kleine Street and the parapets on the flat roof building need to be taller. Infrastructure and circulation stayed the same. Hain moved, Lee seconded to approve the Revised Preliminary/Final Subdivision and Land Development Plan for the Wilbur Redevelopment Project # 2017B44-007, dated October 15, 2018, 48 N. Broad Street, with a modification of Section 606.E of the Subdivision and Land Development Ordinance, easements having a minimum width of twenty feet (20'). Motion passed unanimously.

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:

- December 4, 2018 - Tuesday - Planning Commission Meeting - 7:00 P.M.
- **** December 11, 2018 – Tuesday – Council Meeting – If called by the President
- December 17, 2018 – Monday – Zoning Hearing Board Meeting – 7:00 P.M.
- **** December 18, 2018 – Tuesday – Council Meeting - 7:00 P.M.

Monthly Meeting Date Reminders (Cont)

Other Meetings, etc.:

November 26, 2018 – Monday – Lititz Fire Co. – Fire House – 7:00 P.M.

**** November 27, 2018 – Tuesday – Council Meeting – Council Chambers - 7:00 P.M.

December 3, 2018 – Monday – Lititz Public Library Board - Library 7:00 P.M.

December 6, 2018 – Thursday – Safety Committee – Conference Room - 2:00 A.M.

December 7, 2018 – Friday – Managers' Meeting with Legislators – 9:00 A.M.

December 11, 2018 – Tuesday – MS4 Committee - Conference Room – 3:30 P.M.

December 12, 2018 – Wednesday – Venture Lititz – Conference Room – 7:30 A.M.

December 17, 2018 – Monday - Parks Committee – Conference Room – 4:00 P.M.

December 17, 2018 – Monday - HAAC – Conference Room - 6:00 P.M.

December 17, 2018 – Monday – Lititz Fire Co. – Fire House – 7:00 P.M.

December 18, 2018 – Tuesday – Warwick School Board – District Office – 7:00 P.M.

**** All Council members should plan to be at these meetings.

Revised 2019 Municipal Calendar

On a motion by Greiner with a second by Sensenich, the advertisement of the revised Year 2019 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 | 8 | 12 | 12 | 9 | 14 | 11 | 9 | 13 | 10 | 8 | ***12 | 10 |
| 2 ND COUNCIL 7:00 PM | 29 | 26 | 26 | 30 | 28 | 25 | 30 | 27 | 24 | **29 | 26 | 17 |
| PLANNING COMMISSION 7:00 PM | 8 | 5 | 5 | 2 | 7 | 4 | 2 | 6 | 3 | 1 | 5 | 3 |
| ZONING HEARING 7:00 PM | 28 | 25 | 18 | 15 | 20 | 17 | 15 | 19 | 16 | 21 | 18 | 16 |
| PARKS COMMITTEE 4:00 PM | 28 | 25 | 18 | 15 | 20 | 17 | 15 | 19 | 16 | 21 | 18 | 16 |
| FLOOD CONTROL 3:30 PM | 15 | | 19 | | 21 | | 16 | | 17 | | 19 | |
| SEWER AUTHORITY 7:00 PM | 24 | | | 25 | | | 25 | | | 24 | | |
| SHADE TREE COMMISSION 4:00 PM | | | 7 | | | 6 | | | 5 | | | |
| LITITZ/WARWICK/ ELIZABETH/WSD JOINT 7:00 PM | | | | 25 LB | | | | | | 24 WT | | |
| FORGE THE FUTURE 2022 COORDINATING COMM 7:30 AM | 17 WT | | | 18 WT | | | 18 WT | | | 17 WT | | |
| FORGE THE FUTURE 2022 BUILT & NATURAL INFRASTRUCTURE 7:30 AM | | 21 ET | | | 16 ET | | | 15 ET | | | 21 ET | |
| FORGE THE FUTURE 2022 HOUSING & ECONOMIC DEV 7:30 AM | | | 21 LB | | | 20 LB | | | 19 LB | | | 19 LB |
| WARWICK EMERGENCY SERVICES COMMISSION 6:30 PM | 14 LFC | | 7 BFC | | 2 BKFC | | 11 WCA | | 5 RFC | | 7 LFC | |

Revised 2019 Municipal Calendar (Cont)

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

2019 Recognition Dinner is Wednesday, December 11, 2019, 6:30 PM, at the General Sutter Inn

*First Council Meeting each month, if called by President

**MS4 Annual Report

***Budget Meeting, November 12, will be held at 5:30 PM

WT – Meeting held at Warwick Township Building – 315 Clay Rd

LB – Meeting held at Lititz Borough building – 7 S Broad St

ET – Meeting held at Elizabeth Township building – 423 Southview Dr

WSD – Meeting held at Warwick School District office – 301 W Orange St

WCA – Meeting held at Warwick Community Ambulance – 151 North Ln

LFC – Meeting held at Lititz Fire Co. – 24 W Main St

BFC – Meeting held at Brunnerville Fire Co. – 1302 Church St, Brunnerville

BKFC – Meeting held at Brickerville Fire Co. – 10 Hopeland Rd

RFC – Meeting held at Rothsville Fire Co. – 2071 Main St, Rothsville

REPORT OF THE PUBLIC WORKS DIRECTOR AND FACILITIES MANAGER:

The Police Department garage roof is undergoing repairs. Red Zone Robotics will be televising the Borough's interceptor in December. Lee remarked that leaves are clogging the storm sewers.

REPORT OF THE DIRECTOR OF COMMUNITY PLANNING

Request to Honor Current Armed Forces

In September, Council recognized a request submitted by Dale and Jeannie Saylor to honor current Lititz armed forces members, including their son, through the hanging of banners in the Borough. Since the Borough does not own the light or telephone poles from which to hang the banners, Yearick discussed alternative methods with the Saylor's. They would like to hang banners at the Revolutionary War Memorial 1930 Veterans Memorial 1999 along E. Main Street and Elm Street. The Saylor's, however, are not Borough residents, they are Warwick Township residents and the memorial is owned by the Borough. Weaver suggested they contact the group with the Veterans Honor Park of Lancaster County, who are building the park in Warwick Township. Hain suggested that the Saylor's contact the VFW and American Legion to back their request. This will be discussed at the next Parks Committee meeting.

Request a Portion of Juniper Lane to Become One-Way

The property at 5 Juniper Lane is proposed to be redeveloped as a brewpub and an event space. Safety access is an issue. The developers are willing to install a five feet (5') wide, at-grade concrete sidewalk from Broad Street to the main entrance of the building, but maintenance and liability is yet to be determined. They will be requesting that Juniper Lane become one-way westbound from Raspberry Lane to Broad Street. There were no real objections to the one-way scenario, however, the Chief recommended that Juniper Lane be one-way eastbound from Broad Street to Raspberry Lane. Council, also recommended that the walkway be elevated or delineated with removable bollards.

REPORT OF THE JUNIOR COUNCIL PERSON:

Junior Council Person Eva Hain provided an update of activities at Linden Hall. Vespers follows the Thanksgiving break on Friday, November 30, 2018, and Saturday, December 1, 2018, in the Moravian Church Sanctuary at 7:30 P.M. She invited Council members to attend.

SUB-COMMITTEE ON SEWER AND WATER SERVICES:

Council reviewed the monthly Inframark Report. There is yet another small leak in the WTP building roof.

SUB-COMMITTEE ON STREETS AND TRAFFIC:

Curb and Sidewalk Installation

PennDOT has a road resurfacing project scheduled to begin in the spring of 2019 on W. Orange Street and Woodcrest Avenue. In the past, notices would be sent to the property owners along a street that is planned to be resurfaced, to upgrade their curb and sidewalk if necessary. The Borough would give property owners a two year notice. Judging from the unsystematic progression of the Broad Street curb and sidewalk replacement by homeowners when PennDOT resurfaced the road two years ago, it is not the best plan. The Council Sub-Committee is considering taking over the replacement of curb and sidewalk using Borough taxes, making a better end product with uniformity and quality. Some municipalities consider the curb work as part of the road work and use one contractor. The programs other municipalities use were debated. There is little lead time for the Orange Street and Woodcrest project. After much discussion, Hain moved, Sensenich seconded to allow staff the bid the curb work associated with the Orange Street and Woodcrest Avenue PennDOT project. The Sub-Committee will meet in early January to start to finalize the process. Motion passed unanimously.

SUB-COMMITTEE ON LITITZ REC AND WRRP:

Lititz Springs Pool Complex Revitalization Project

DCNR has awarded \$500,000 grant toward the Lititz Springs Pool Complex Revitalization Project. This grant is in addition to the RACP grant of \$1.5 million. Council happily accepted the grants.

SUB-COMMITTEE ON FLOOD CONTROL COMMITTEE/STORMWATER:

North Lane Low Volume Roads Project

There is some stormwater ponding on North Lane at the site of the Low Volume Roads Project that will be checked out.

SUB-COMMITTEE ON PERSONNEL:

Committee Reappointments

Greiner moved, Sensenich seconded to reappoint Doug Matthews to the Flood Control Committee. Motion passed unanimously. Greiner moved, Sensenich seconded to reappoint Devin Learn to the Zoning Hearing Board. Motion passed unanimously. Greiner moved, Hain seconded to reappoint Ronald Miller to the Civil Service Commission. Motion passed unanimously. Greiner moved, Hain seconded to reappoint Dr. Marc Russo to the Health & Sanitation Advisory Committee. Motion passed unanimously. Greiner moved, Sensenich seconded to reappoint Timothy Essig to the Historical Area Advisory Committee. Motion passed unanimously.

SUB-COMMITTEE ON FINANCES:

Advertise Real Estate Taxes

Upon presentation, Bear moved, Sensenich seconded to advertise an ordinance for 2019 real estate tax at 2 mills. Motion passed unanimously.

SUB-COMMITTEE ON FIRE SERVICES/WESC:

Upon presentation, Greiner moved, Hain seconded to send Draft #2 of the ordinance establishing a volunteer service credit program for volunteer fire companies and volunteer ambulance agencies to the Borough Solicitor for review. The credits would only apply to those who would qualify. Motion passed unanimously.

REGIONAL COMMITTEE REPORTS:
Venture Lititz

Sensenich reported on the last Venture Lititz meeting and the number of holiday activities and events taking place in December.

Regional Built & Natural Infrastructure Committee

During their November meeting, the Regional Built & Natural Infrastructure Committee had discussions on 2018 transportation projects, future transportation projects, the WERT, water and sewer, and telecommunications.

RESOLUTION NO. 886:
Appoint Auditor for 2018

Hain moved, Lee seconded to approve Resolution No. 886, appointing Trout, Ebersole & Groff as auditor for the 2018 year. Motion passed unanimously.

RESOLUTION NO. 887:
Earned Income Tax

Hain moved, Sensenich seconded to approve Resolution No. 887, establishing the Earned Income Tax rate for Year 2019 at ½ of 1%. Motion passed unanimously.

RESOLUTION NO. 888:
Realty Transfer Tax

Hain moved, Sensenich seconded to approve Resolution No. 888, establishing the Realty Transfer Tax rate for Year 2019 at ½ of 1%. Motion passed unanimously.

RESOLUTION NO. 889:
Appointing the County of Lancaster to Collect the Real Estate Tax for 2019

Hain moved, Sensenich seconded to approve Resolution No. 889, appointing the County of Lancaster to collect the 2019 real estate taxes. Motion passed unanimously.

ORDINANCE NO. C-566:
Commercial Zone Amendment

Hain moved, Sensenich seconded to adopt Ordinance No. C-566, amending the Commercial Zone of the Zoning Ordinance, with a minor change from LCPC. Motion passed unanimously.

FINANCIAL STATEMENT/BILLS

Bear moved, Sensenich seconded to approve the Financial Statement and pay the bills. Motion passed unanimously.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:15 P.M. on a motion by Greiner with a second by Sensenich.

Respectfully submitted,


Sue Ann Barry, Secretary/Treasurer