

LITITZ BOROUGH COUNCIL  
Minutes of Meeting Held October 29, 2019  
7 S. Broad Street, Lititz, PA

The regular meeting of the Lititz Borough Council was called to order at 7:00 P.M. on October 29, 2019, by President Weaver with Council members Greiner, Lee, Mobley, and Sensenich present. Others in attendance were Mayor Snyder, Sue Ann Barry, Chief Kerry Nye, Elijah Yearick, Andy Garner, Jordan Garner, Todd Kauffman, Cory Rathman, Nathan Laucks, Mike LaSala, Charity Quinn, Ryan McCrory, Scott Burky, Carol Deem, Ron Roda, Missy McMahon, Jim Hahn, and Laura Knowels of the Lititz Record Express. The meeting opened with an invocation by Pastor Jim Hahn followed by the pledge of allegiance led by the Mayor. On a motion by Sensenich, with a second by Greiner, the minutes of the September 24, 2019, Council meeting were unanimously approved.

ANNUAL MS4 STORMWATER REPORT

Mike LaSala and Charity Quinn of LandStudies presented the Annual MS4 Stormwater Report, a report on the status of the 2019 MS4 Program and the Borough's Stormwater Management Plan (SWMP). Quinn provided the status of the SWMP goals, highlights of the latest SWMP Review/Assessment and Annual Report, summary of IDDE efforts and investigations, highlights of upcoming permit year and focus activities, and planned/known activities that the public may participate in. Greiner asked how the Borough's plan and status compares to other municipalities. Quinn answered that the Borough is on par with some of the best municipalities in Lancaster County, that there are no issues and the focus is on the right areas. A lot has been done in this watershed over the years. Lee asked about the BMP inventory and Weaver questioned changes for future years. Wet weather inspections are very important and expectations will be higher. Quinn sees a focus on agricultural based pollutants in the future. As the meeting had been advertised, Weaver asked for comments or questions from the public. There were none.

LaSala discussed the need for a stormwater utility fee to finance the administration, planning, implementation and maintenance of stormwater infrastructure and management programs. Curbs can be part of the infrastructure. All properties have been assigned a certain number of residential equivalency factors (REFs). One REF represents the amount of runoff from a typical residential property up to a ¼ acre of land. More runoff is generated from other land uses, e.g. commercial, industrial, etc. and will be assigned multiple REFs. This is the most fair and equitable way to implement this fee, proposed to be applied in the first quarter of 2020 and included on the water/sewer/trash bill. One REF will equal a charge of \$60-\$63/year. There will be a mechanism for an entity to have their property recalculated if they so wish. Weaver opened the floor to questions. There were no questions from the public. There will be more discussion on the subject at the November 26, 2019, Council meeting.

PETITIONS, CORRESPONDENCE AND QUESTIONS:  
Presentation from the Lititz Public Library

Lititz Public Library Director Ryan McCrory made a presentation on behalf of the Library. Being new to the job and the region, McCrory is overwhelmed by the municipal and community support. He mentioned statistics and stories told through programs. For the future, he wants to make sure the library stays relevant, that it be a place of possibilities and maintain solid funding. He wants to stay true to the core of what libraries are, an access to information and ideas, and be free and equitable for all users. Acknowledging the decreasing state funding, he mentioned partnerships the library has made. Board of Trustees President Carol Deem thanked Council for their generosity and continued support. Weaver asked about any future infrastructure needs. They are evaluating the condition of the roof, HVAC system, parking lot expansion and, in the long term, a Capital Campaign for the expansion of the building. Weaver thanked the library representatives for their services.

Speeding on Sixth Street

Ron Roda, 114 E. Sixth Street, thanked the Chief for readjusting a speed limit sign and placing speed sentry signs on E. Sixth Street to assist with ending speeding on the street. He asked of the status of the traffic study

Speeding on Sixth Street (Cont)

and the Borough's Traffic Engineer recommends that the study and design of any features wait until the roadway connection is made to W. Orange Street. Since it is anticipated that traffic volumes may increase as a result of the connection, it would be prudent to design the implementation of traffic calming measures to accommodate that traffic. For instance, the location of a speed table may change once the connection is completed and actual counts are taken. The Borough will do what they can in the meantime, though, possibly replacing battery operated speed sentry signs with solar signs as cold weather affects the batteries. Mobley met with the Director of Transportation at the WSD and discussed the possibility of moving the placement of the bus stop on E. Sixth Street for greater safety, but the bus stop meets the safety guidelines. Specific signage to alert drivers of a designated bus stop ahead could be considered.

Roda went on to say that, last week, he counted 32 trucks delivering stone, 8 hours per day, 3 days of the week. He talked to one of the drivers who said they have to use Sixth Street due to weight restrictions on other streets. He mentioned hearsay that the most recent repaving work was more durable to be able to take the weight of trucks.

Correspondence Regarding Feral Cats

A letter was received from a resident of Westfield Court requesting Council to address the matter of feral cats. Council discussed the possibility of adopting an ordinance to deter nuisance cats, but feel that they do not have the police resources to enforce such an ordinance. It is not Council's position to authorize an ordinance that they know will not be implemented. They encourage neighbors working together to try to resolve the problem with feral cats.

REPORT OF THE BOROUGH ENGINEER:

Rathman referred to his monthly report. Walnut Street stormwater inlets, manholes and pipes have been installed; milling and paving is to be completed mid-November. The Water Street and Main Street surveys are completed so the preparation of the HOP plans are next. The Wilbur crosswalks will be completed when the grates arrive and are installed. The life expectancy for CMP vs. plastic RCP was discussed, as well as contractor pricing, prevailing wage and contingency.

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:

November 5, 2019 - Tuesday - Planning Commission Meeting - 7:00 P.M.

\*\*\*\* November 12, 2019 – Tuesday – Council Meeting – Budget Meeting – 5:30 P.M.

November 18, 2019 – Monday – Zoning Hearing Board Meeting – 7:00 P.M.

\*\*\*\* November 26, 2019 – Tuesday – Council Meeting - 7:00 P.M.

Other Meetings, etc.:

October 28, 2019 – Monday – Sub-Committee on Finances – Budget - 1:00 P.M.

October 28, 2019 – Monday – Lions Halloween Parade – Main Street – 7:00 P.M.

October 28, 2019 – Monday – Lititz Fire Co. – Fire House – 7:00 P.M.

October 29, 2019 – Monday – MS4 Committee w/ Marty Hershey – 3:30 P.M.

\*\*\*\* October 29, 2019 – Tuesday – Council Meeting – Council Chambers - 7:00 P.M.

October 31, 2019 – Thursday – County-wide Trick-or-Treat – 6:00 - 8:00 P.M.

November 4, 2019 – Monday – Lititz Public Library Board - Library 7:00 P.M.

November 7, 2019 – Tuesday – WESC – Lititz Fire Co. – 6:00 P.M.

November 12, 2019 – Tuesday - MS4 Committee - Conference Room – 3:30 P.M.

November 13, 2019 – Wednesday – LCPC Places 2040 – Ephrata – 7:30 A.M.

\*\*\*\* November 14, 2019 – Thursday – LRCDC Celebration – Listrak – 7:30 A.M.

Monthly Meeting Date Reminders (Cont)

November 18, 2019 – Monday - Parks Committee – Conference Room – 4:00 P.M. (Cancelled)  
November 18, 2019 – Monday - HAAC – Conference Room - 6:00 P.M.  
November 19, 2019 – Tuesday - Partners Meeting – Warwick Township. - 12:00 Noon (Cancelled)  
November 19, 2019 – Tuesday – Flood Control Committee – Conference Rm – 3:30 PM (Cancelled)  
November 19, 2019 – Tuesday – Warwick School Board – District Office – 7:00 P.M.  
November 21, 2019 – Thursday – Regional Built/Natural Infrastructure – Elizabeth Twp – 7:30 A.M.  
November 25, 2019 – 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:

The PWD is in the middle of leaf clean up. Clean up after the Halloween Parade was easy. In answer to a question from Greiner, PWD cleans leaves out of storm grates at the end of the season with the shop vac. DEP performed an inspection of several Borough meter pits at the points of interconnection with the WTMA system and they were pleased with the monthly monitoring for standing water and pumping as needed.

Lititz Reserve Manholes

After presentation and discussion, Lee moved, Sensenich seconded to have the manholes along the Lititz Reserve interceptor raised to one-foot above the 100-year floodplain, per B.R. Kreider sketch. Motion passed unanimously.

REPORT OF THE MAYOR & CHIEF OF POLICE:

Starting November 18, 2019, the LBPd will be working on a new records management system since the Commissioners are no longer supporting the County-wide system. Officer Weinoldt received recognition as a "2019 DUI Top Gun," presented by the PA DUI Association. The Halloween Parade was larger than usual this year. The LBPd Pink Patch Project is coming to an end in October with proceeds going towards women's breast health. The K-9 dog has been chosen by Officer Burke and she is a Belgian Malinois. Some municipalities are changing Trick-or-Treat night due to the forecast of heavy rain. Council agreed to keep it October 31, 2019.

REPORT OF THE DIRECTOR OF COMMUNITY PLANNING

The Planning Commission is proposing an ordinance for special exception criteria for Continuing Care Retirement Communities (CCRCs), for updates to the Commercial, Industrial and General Business Districts, and for other administrative items. A Letter of Support was received from Norfolk-Southern for the rail relocation project. The Borough received a Green Light-Go Grant @ \$132,400, for signal timing at Main & Broad Streets and Broad & Orange Streets.

SUB-COMMITTEE ON SEWER AND WATER SERVICES:

Laucks referred to the Inframark Monthly Report. The WWTP security system was offline temporarily due to storm damage. The Chesapeake Bay final nutrient results have given LSA a surplus of nitrogen and phosphorus credits. The Alfa Laval Centrifuge was reconditioned. The lead and copper testing results were good. M2 Construction is working on the filter and anion rehabilitation project. Wells #5, #6 and #7 motion sensors were hardwired into the alarm system. On a motion by Mobley, with a second by Greiner, the Inframark Monthly Operations Report for September, 2019, was unanimously accepted. Mobley acknowledged the rate change for Contract Operations for 2020.

Application for Payments No. 2 – Filter Media Replacement Project

Upon presentation, Mobley moved, Greiner seconded to approve the Application for Payment No. 2 from M2 Construction for the Filter Media Replacement Project at the Water Plant @ \$67,950. Motion passed unanimously.

SUB-COMMITTEE ON STREETS AND TRAFFIC:  
Wine Walk Special Event Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve a Special Event Permit Application from the Lititz Retailers for a Wine Walk on Sunday, May 10, 2020, 1:00 P.M. to 4:00 P.M., at various downtown retail locations. Missy McMahon, owner of The Savory Gourmet, stated that there will be staff members at the doors of the shops and no one will be permitted to take wine samples out of the stores. There are 8-9 participating stores so far. The target audience is mothers, as it is Mother's Day. Motion passed with Sensenich abstaining as she is a downtown retailer.

2020 Lititz Fire & Ice Festival Special Event Permit Application

Upon presentation, Sensenich moved, Mobley seconded to approve a Special Event Permit Application from Venture Lititz for the 2020 Lititz Fire & Ice Festival from 3:30 P.M. on February 14, 2020 to 10:00 P.M. on February 15, 2020, with N. Broad Street closed from Front Street to Main Street and E. Main Street closed from Broad to Water Street during the entire time, with four event staff needed. Motion passed unanimously.

Lititz Historical Foundation Annual Christmas Carol Sing Activity Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application from the Lititz Historical Foundation and Moravian Archives for the Annual Christmas Carol Sing on December 12, 2019, from 7:00 P.M. - 8:00 P.M., at Moravian Church Square. Motion passed unanimously.

Christmas Light Display Concert Activity Permit Application

Upon presentation, Sensenich moved, Mobley seconded to approve an Activity Permit Application for a grand opening Christmas light display and charity concert at 659 Laurel Avenue, on November 30, 2019, from 5:30 P.M. - 9:00 P.M., with all proceeds going to the Lititz Fire Co. Motion passed unanimously.

Christmas in the Park Activity Permit Application

Upon presentation, Sensenich moved, Greiner seconded to approve an Activity Permit Application for the Lititz Springs Park Board for the annual Christmas in the Park, tree lighting and community choral sing, in the band shell of the Lititz Springs Park from 6:00 P.M. to 8:30 P.M., on December 6, 2019. Motion passed unanimously.

Wilbur Chocolate Customer Appreciation Activity Permit Application

Upon presentation, Sensenich moved, Mobley seconded to approve an Activity Permit Application for the Wilbur Chocolate Store/Cargill Cocoa & Chocolate to hold a customer appreciation event on November 2, 2019, 9:00 A.M. to 5:00 P.M., at the store at 45 N. Broad Street, having a DJ, prizes and customer specials. Motion passed unanimously.

Crosswalk at Plum and Oak Streets

Upon presentation, Sensenich moved, Greiner seconded to approve the installation of ADA compliant crosswalks at Plum and Oak Streets @ ~\$8,532, to be done in 2019 if feasible. Motion passed unanimously.

**SUB-COMMITTEE ON PLANNING:**  
**Reduction in Financial Security for Wilbur Redevelopment Project**

Upon the recommended by the Borough Engineer, Lee moved, Sensenich seconded to reduce the financial security for the Wilbur Redevelopment Project, 48 N. Broad, LLC by \$435,630.58, to \$922,461.38. Motion passed unanimously.

**Reduction in Financial Security for Warwick Woodlands Phase 1**

Upon the recommended by the Borough Engineer, Lee moved, Sensenich seconded to reduce the financial security for the Warwick Woodlands Phase 1 by \$132,011.11, to \$386,842.06. Motion passed unanimously.

**Reduction in Financial Security for Warwick Woodlands Phase 2A**

Upon the recommended by the Borough Engineer, Lee moved, Greiner seconded to reduce the financial security for the Warwick Woodlands Phase 2A by \$808,288.10, to \$1,836,031.60. Motion passed unanimously.

**Misc. Planning Items**

Yearick rejected the most recent Dunkin Donuts Land Development Plan as it was deficient, being administratively incomplete. The Linden Hall Land Development Plan will be before Council in November. Airbnbs should not be compliant by right and the Planning Commission will be looking into this.

**SUB-COMMITTEE ON BUILDINGS, GROUNDS AND SWIMMING POOL:**  
**Norfolk Southern Support**

Norfolk Southern offered their Letter of Support for the Borough's preparation of an application to PennDOT for a Multimodal Transportation Fund Grant to construct a runaround track west of Broad Street, which will allow the at-grade highway/railroad crossing at Broad Street to be removed. They, also, are willing to discuss with the Borough various transaction scenarios involving Norfolk Southern property east of Broad Street once the runaround track is constructed and operational. This project can go to the MPO for TIP funding consideration, also.

**SUB-COMMITTEE ON PERSONNEL:**  
**Resignation from Council**

Greiner moved, Lee seconded to accept Scott Hain's resignation from Council due to his move from the Borough. Motion passed unanimously.

**Appointment to the Lititz Sewer Authority**

As Scott Hain owns property in the Borough, he qualifies for appointment to the Lititz Sewer Authority, therefore, Greiner moved, Sensenich seconded to appoint Scott Hain to the Lititz Sewer Authority. Motion passed unanimously.

**Resignation from the Shade Tree Commission**

Greiner moved, Sensenich seconded to accept Jim Nearhoof's resignation from the Shade Tree Commission due to his move from the Borough. Motion passed unanimously.

**Sub-Committee Reassignments**

With Hain's resignation from Council, Greiner agreed to take on Hain's Sub-Committee on Lititz recCenter Board and WRRRC. Lee agreed to take on Hain's Sub-Committees on Zoning and Buildings, Grounds and Swimming Pool.

SUB-COMMITTEE ON FINANCES:  
Financial Statement/Bills

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

REGIONAL COMMITTEE REPORTS:  
Venture Lititz Update

Sensenich reported that the Venture Lititz Gala, held on October 12, 2019, went exceptionally well. Venture Lititz is requesting 2020 funding support from the Borough at the same level, \$9,000.

Regional Coordinating Committee Meeting

The Regional Coordinating Committee heard updates at their last meeting that included housing and growth and the Act 537 Plan.

NEW BUSINESS:  
School Bus Stop Ahead Signs

Chief Nye and Mobley will meet to review *School Bus Stop Ahead* signs for E. Sixth Street.

Water Distribution Class

Tyler Toburen and Jordan Garner both took a DEP class on water distribution.

RESOLUTION NO. 900:  
Green Light-Go Program Grant

Greiner moved, Sensenich seconded to approve Resolution No. 900, Green Light-Go Program Grant. Motion passed unanimously.

RESOLUTION NO. 901:  
Cost Sharing for Cedar Street Bridge

Greiner moved, Sensenich seconded to approve Resolution No. 901, Cost Sharing for Cedar Street Bridge. Motion passed unanimously.

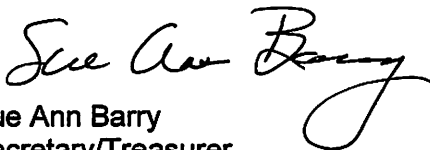
ORDINANCE NO. C-577:  
All-Way Stop at Warwick and Kleine Streets

Sensenich moved, Greiner seconded to approve Ordinance No. C-577, All-Way Stop at Warwick and Kleine Streets. Motion passed unanimously.

ADJOURNMENT

There being no further business, the meeting adjourned at 9:25 P.M. on a motion by Greiner with a second by Sensenich.

Respectfully submitted,

  
Sue Ann Barry  
Secretary/Treasurer