

LITITZ BOROUGH COUNCIL
Minutes of Meeting Held September 29, 2020
Zoom Remote Video and Audio Conferencing

Due to the coronavirus (COVID-19) pandemic and the Governor's social distancing measures, the September 29, 2020, Lititz Borough Council meeting was conducted virtually utilizing Zoom, which is a cloud-based platform for remote video and audio conferencing. The Borough Hall was not open for this meeting. 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 7:00 P.M. by President Weaver with Council members Brubaker, Greiner, Lee, Mobley, and Sensenich present virtually. Others in virtual attendance were Mayor Snyder, Sue Ann Barry, Chief Kerry Nye, Elijah Yearick, Todd Kauffman, Andy Garner, Jordan Garner, Cory Rathman, Ryan McCrory, Holly DeKarske, Chris Strayer, Karen Weibel, Sharia Wile, Anthony Matthews, and Laura Knowels of the Lititz Record Express. In order to accommodate public comments at this meeting, the Borough accepted comments via email and written submission. On a motion by Sensenich, with a second by Mobley, the minutes of the August 25, 2020, Council meeting were unanimously approved as presented. The President acknowledged a donation in lieu of taxes from the Lititz Mennonite Church later in the meeting.

PRESENTATIONS:
Presentation from the Lititz Public Library

Lititz Public Library Director Ryan McCrory made a presentation on behalf of the Library. He explained what they have done to transition virtually during COVID-19. Toddler Storytime has been very successful via Zoom. The Stay Walk Program has folks walk around the library virtually and read a book, a program they would like to extend to downtown. They have various WiFi checkouts for families in need. Their e-book budget increased by 37% with greater interest. The Lititz Library was the first library in the County to open their building after restrictions were lifted. There is great support from the Board and the community. Parents are frustrated with virtual learning. Weaver inquired about finances during this time of COVID. The physical annual book sale in April did not happen. In the first quarter before COVID, donations were up. The annual fund drive was just launched and they will be getting some funds through the CARES Act.

Fire & Ice Event 2021

Venture Lititz Executive Director Holly DeKarske presented a new format that they are planning to use if they move forward with having the Fire & Ice Event in 2021. It is not a huge money-maker for Venture Lititz but it is a good economic development tool for the retailers and businesses, many of whom support the 2021 event. (This Council meeting was zoom-bombed at 7:10 P.M. by disruptive internet trolls and reconvened at 7:15 P.M. Sharia Wile and Anthony Matthews did not come back in the meeting after the zoom-bomb.) Venture Lititz needs to make a considerable non-refundable financial commitment for the ice by October, 2020. The scaled back event will have no "fire" (chili cook-off) and sculptures will be spread out over two weeks. Brubaker had a great concern about the spread of coronavirus, not knowing if there will be an uptick during the colder months and guidelines changing. Sensenich had mixed feelings about holding the event, recognizing though that it is a community feel-good event that keeps some shops going. If a shop owner does not wish to participate, they can opt to close. After more discussion including the possibility of getting a refund for the ice, Sensenich moved, Lee seconded to accept the application from Venture Lititz for a scaled down Fire & Ice Event 2021 (to be renamed), from February 12, 2021 – February 27, 2021 along E. Main Street and Broad Street, revisiting the subject at the December Council meeting. Motion passed with Brubaker casting a nay vote due to COVID-19 concerns.

RESOLUTION NO. 917:
Multimodal Transportation Fund Grant

Mobley moved, Sensenich seconded to approve Resolution No. 917, a Multimodal Transportation Fund Grant through the CFA for the rail relocation project. Motion passed unanimously.

SUB-COMMITTEE ON SEWER AND WATER SERVICES:
Inframark Monthly Report

A Notice of Violation was received from the SRBC for Well #7 water withdrawal as drinking water demand was unusually high during June and early July, 2020. A variable frequency drive (VFD) for the well pump will be installed to better control the flow. The Anion Filter Project at the WTP will resume the week of October 5, 2020. The WWTP HVAC Project has been completed. After presentation, Mobley moved, Sensenich seconded to accept the August 2020, Monthly Inframark Report. Motion passed unanimously.

SUB-COMMITTEE ON STREETS AND TRAFFIC:
Special Event Permit Application for Octoberfest for Sturgis Lane

Upon presentation, Sensenich moved, Greiner seconded to approve a Special Event Permit Application for a 2nd Friday Octoberfest, closing N. Sturgis Lane, adjacent to Slate Café on October 9, 2020, from 5:00 P.M. - 8:00 P.M., having received the support from neighboring businesses. Motion passed unanimously.

Private Wedding at Lititz Historical Foundation Gardens Activity Permit Application

Upon presentation, Sensenich moved, Lee seconded to approve a request from Karen Genevish to hold a private wedding in the Lititz Historical Foundation Mary Oehme Gardens on Saturday, October 31, 2020, from 4:00 P.M. to 8:00 P.M., having one or two food trucks and a non-wood burning fire pit. Motion passed unanimously.

N. Cedar Street Bridge Preliminary Design Part 1 & Final Design Part 2

Upon presentation, Sensenich moved, Lee seconded to extend the contract completion time for Preliminary Design Part 1 and for Final Design Part 2 for the N. Cedar Street Bridge Project to April 1, 2021. This extension will not change the present value of the contract. Motion passed unanimously.

SUB-COMMITTEE ON PERSONNEL:
Resignation & Appointment to the Parks Committee

Upon presentation, Greiner moved, Lee seconded to accept the resignation of Timothy York from the Parks Committee. Motion passed unanimously. Greiner moved, Lee seconded to appoint Charity Burkhart to the Parks Committee. Motion passed unanimously.

Director of Facilities Position

As Kauffman has given his retirement notice to be effective next summer, a Council committee has been interviewing full time replacement candidates. There were nine original interviews, now down to four finalists.

SUB-COMMITTEE ON FINANCES:
Year 2021 Preliminary Sewer Fund Budget

Mobley moved, Sensenich seconded to accept the Year 2021 Preliminary Sewer Fund Budget to submit to Warwick Township Municipal Authority. Motion passed unanimously.

Annual Minimum Municipal Obligation

Upon presentation, Mobley moved, Sensenich seconded to accept the Minimum Municipal Obligation (MMO) for the Police Pension Plan and for the Non-Uniform Employees Pension Plan for Year 2021 budgeting purposes, as submitted. Motion passed unanimously. Act 205 funds from the State offset some of the costs of the plans.

Financial Statement/Bills

Mobley moved, Sensenich seconded to approve the Financial Statement and pay the bills. Motion passed unanimously. Mobley reported that the Finance Committee has seen the month of September Earned Income Tax (EIT) reduced by 17%, with Y-T-D EIT down 2.5%. Other revenue sources are continuing to be monitored, also in this time of COVID-19.

SUB-COMMITTEE ON PLANNING:

Reduction in Financial Security for Warwick Woodlands Phase 2A

Upon the recommended by the Borough Engineer, Lee moved, Sensenich seconded to reduce the financial security for Warwick Woodlands Phase 2A by \$206,700.00, to \$753,212.35. Motion passed unanimously.

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 \$188,144.55, to \$529,822.87. Motion passed unanimously.

Luther Acres Welcome Center Preliminary/Final Land Development Plan Extension of Time

Upon presentation, Lee moved, Sensenich seconded to approve the extension of time to record the Luther Acres Welcome Center Preliminary/Final Land Development Plan, 600 E. Main Street, Project # 2014824-008, dated March 13, 2020, last revised June 15, 2020, in the R-1 District, pending the financial security be posted prior to recording. The extension will be effective to February 26, 2021. Motion passed unanimously.

REPORT OF THE BOROUGH ENGINEER:

The bid documents for the first block sidewalks associated with the E. Main Street/Water Street Repaving Project are 90-95% complete, to be constructed in March, 2021. Final paving is complete at General Sutter Avenue where it connects to Warwick Woodlands. In answer to a question, Rathman said that Sixth Street will be through to Orange Street at the end of 2021 or early 2022. Community Basics has approved funding for the low income senior living project at the site.

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:

- October 6, 2020 - Tuesday - Planning Commission Meeting - 7:00 P.M. (webconf)
- **** October 13, 2020 – Tuesday – Council Meeting – if called by the President
- October 19, 2020 – Monday – Zoning Hearing Board Meeting – 7:00 P.M. (webconf)
- **** October 27, 2020 – Tuesday – Council Meeting – 7:00 P.M. (webconf)

Other Meetings, etc.:

- September 28, 2020 – Thursday – Facility Manager 2nd Interviews – 12:30 P.M.
- September 28, 2020 – Monday – Lititz Fire Co. – Fire House – 7:00 P.M.
- **** September 29, 2020 – Tuesday – Council Meeting – 7:00 P.M. (webconf)
- October 1, 2020 – Thursday – Facility Manager 2nd Interviews – 9:30 A.M.
- October 5, 2020 – Monday – WESC – Lititz Fire Co. – 6:30 P.M.
- October 5, 2020 – Monday – Lititz Public Library Board – Library - 7:00 P.M. (tbd)
- October 6, 2020 – Tuesday – Watershed w/ LandStudies - 1:00 P.M. (webconf)
- October 13, 2020 – Tuesday - MS4 Committee - 3:30 P.M. (webconf)

Monthly Meeting Date Reminders (Cont)

October 15, 2020 – Thursday – Regional Coordinating Meeting – 7:30 A.M. (webconf)
October 19, 2020 – Monday – Parks Committee – Conference Room – 4:00 P.M. (webconf)
October 19, 2020 – Monday – HAAC – Conference Room – 6:00 P.M. (webconf)
October 20, 2020 – Tuesday – Warwick School Board – District Office – 7:00 P.M. (webconf)
October 20, 2020 – Tuesday – Flood Control Committee – 3:30 PM (canceled)
October 22, 2020 – Thursday – Lititz Borough Authority – WWTP – 7:00 P.M. (webconf)
October 26, 2020 – Monday – Lititz Fire Co. – Fire House – 7:00 P.M.
October 27, 2020 – Tuesday – Lititz Run Watershed Alliance – 4:00 P.M. (webconf)
October 28, 2020 – Wednesday – WERT Committee – 7:30 A.M. (webconf)
**** October 29, 2020 – Thursday, Joint Meeting – Lititz, WT, ET, WSD – 7:00 P.M. (webconf)
October 30, 2020 – Friday – County-wide Trick-or-Treat – 6:00 – 8:00 P.M.

Weaver would like to hold the November 10, 2020, Budget Meeting in person, socially distancing.

REPORT OF THE PUBLIC WORKS FOREMAN, FACILITIES MANAGER &
ENVIRONMENTAL COORDINATOR:

The PWD is hydrant flushing and crack sealing. Leaf collection begins on October 12, 2020. Tapping fees and EDU counts should be agenda items for the October Council meeting. The draft Act 537 Plan is ready to be distributed to those interested. The Long Term Street Tree Plan was distributed to Council. Variety in tree species is being planted in new developments to ward off disease and insects, e.g., spotted lanternflies.

REPORT OF THE MAYOR & CHIEF OF POLICE

On September 18, 2020, Fun 101.3 radio show was broadcast live from the Market at Wilbur to celebrate Lititz winning the radio show's Countywide Small Town Throwdown contest this past spring. The Mayor was handed a trophy for the award that is on display in the window of the reception area of the Borough Office. The Mayor, Chief and Zoning Officer are going to revisit the open fire ordinance as complaints have been coming in. It was decided that Trick or Treat will be held this year in conjunction with Warwick Township on Friday, October 30, 2020, 6:00 P.M. to 8:00 P.M. The Chief was given permission to sign a contract with Ford New Holland to hold a 2020 Ford utility vehicle for purchase in early 2021 to take advantage of lower pricing.

Request for Training

Upon presentation, Greiner moved, Sensenich seconded to approve a request from Sgt. Jared Hahn to attend a Northwestern University School for Police Command Staff on-line course from January through June, 2021 @ \$4,000. Motion passed unanimously.

REPORT OF THE DIRECTOR OF COMMUNITY PLANNING

Windstream is delaying moving their infrastructure on N. Cedar Street for the bridge project, a tactic Warwick Township is also, having at the roundabout construction sites. Design work on the PWD site project has resumed. The Official Map will be up for adoption by the end of the year.

There being no further business, the meeting adjourned at 8:45 P.M. on a motion by Lee with a second by Sensenich.

Respectfully submitted,



Sue Ann Barry, Secretary/Treasurer