

**BOROUGH OF CARLISLE
PUBLIC HEARING
September 14, 2023**

7:00 p.m. Public Hearing: *Consolidated Annual Performance and Evaluation Report (CAPER)*

Carlisle Borough Council shall hold a public hearing for the purpose of receiving public comment on the Borough of Carlisle's Consolidated Annual Performance and Evaluation Report (CAPER), a requirement of the Community Development Block Grant (CDBG) Program for the period covering July 1, 2022 through June 30, 2023.

- I. Call to Order**
- II. CAPER Review:** *Cumberland County Redevelopment and Housing Authority*
- III. Public Comment**
- IV. Adjournment**

**BOROUGH OF CARLISLE
COUNCIL MEETING
September 14, 2023
7:00 PM**

MOMENT OF SILENCE Councilor Perry
PLEDGE OF ALLEGIANCE TO THE FLAG Councilor Perry

ROLL CALL

OPPORTUNITY FOR CITIZENS AND VISITORS TO BE HEARD

Members of the public and visitors may address Borough Council at this time on specific issues of concern relating to Borough government. This is a public meeting and we welcome your questions, comments and suggestions. Those individuals who called ahead and requested to be on the agenda will be called upon first - all others will be recognized by raising their hand. The Mayor may request that citizens who have concerns with a scheduled agenda item delay their comments until Council addresses that agenda item.

In order to reflect accurate meeting minutes, we ask that those whom wish to address Council come forward to the podium. Individuals addressing Council are asked to give their full name and address (business or home) before beginning to speak. Citizens and visitors are asked to keep their comments brief, concise and limited to five minutes. This will permit everyone who wishes to speak an opportunity to do so.

CITIZENS TO BE HEARD

PRESENTATION

Smith Elliot Kearns and Company – Audit presentation

CONSENT AGENDA

The following is a list of routine items which do not appear to be controversial in nature and which probably do not require additional discussion. They can be acted on by one motion in their current form. If discussion is desired on any particular item, any member of Council, or the public, may request the item be removed from the Consent Agenda and that item will be considered separately.

A. Minutes:

Council Meeting Minutes 8/10/2023

B. Approval of Bills and Investment Transactions:

Expenditures as of August 31, 2023

General Fund	\$ 1,058,844
Water Fund	\$ 309,543
Stormwater Fund	\$ 59,332
Sewer Fund	\$ 270,000
Solid Waste Fund	\$ 4,144
Capital Project Fund	\$ 322,846
Parking Fund	\$ 20,743

C. Attendance Approvals:

1. *Stephanie Taylor to attend the Raftelis Performance Academy in Cincinnati, OH from September 19 to 21, 2023.*

D. HARB

The HARB recommends that Borough Council approve the following Certificate of Appropriateness:

1. *A request for a Certificate of Appropriateness for Christopher Allen to replace an exterior door at the Carriage House located at the rear of the property at 119 E. High Street.*
2. *A request for a Certificate of Appropriateness for Cumberland County Domestic Relations Office to replace existing flashing and rotted wood on the front façade with Azek material at 9-13 N. Hanover Street.*
3. *A request for a Certificate of Appropriateness for St. Patrick Church to replace, in-kind, the asphalt shingle roof over the parish roof and replace sections of rotted wood along the roof's edge to be painted to match existing at 152 E. Pomfret Street.*
4. *A request for a Certificate of Appropriateness for Jeffrey and Denise Kelly to replace replace the existing metal roof and replace it with AB Seam Penal Standing Seam Metals panels at 213 S. Pitt Street.*

E. Employee Relations / Citizen Participation:

1. *Borough Council may appoint James Bennett to replace Karla Farrell as Assistant Zoning Officer for an indefinite term beginning September 14, 2023.*

F. Sustainability & Community Planning:

1. *Borough Council may approve a time extension request by Brian Linsench, Esquire of Stone, Wiley & Linsench, PC. on behalf of Hidden Meadows of Carlisle, LLC, for considering and taking action on the Final Subdivision and Land Development Plan for Hidden Meadows as per Section 226- 21.A.2 of the Borough's Subdivision & Land Development Ordinance. The new deadline shall be October 12, 2023.*

REGULAR AGENDA**TABLED, CONTINUED, AND RECURRING ITEMS****REPORTS FROM ELECTED OFFICIALS****A. Mayor's Report:****REPORTS FROM COMMITTEES****B. Budget & Finance:**

1. Borough Council may approve the 2024 Minimum Municipal Obligation (MMO) budgets in the amount of \$681,128 (Six Hundred Eighty-One Thousand One Hundred Twenty Eight Dollars) to fund the police, non-uniformed employees, and 401(a) pension plans for 2024 as required by Act 205 of the Commonwealth of Pennsylvania.
2. Borough Council may adopt an ordinance amending the Code of the Borough of Carlisle, to establish rates for the Borough's electric vehicle charging stations. *(Roll Call Vote)*
3. Borough Council may consider approving a contract for janitorial services with DSC Solutions LLC for one year effective January 1, 2024.
4. Borough Council may approve a quote with Butts Ticket Solutions for an amount not to exceed \$470,000 for parking kiosks through the Commonwealth of Pennsylvania's Cooperative Purchasing (COSTARS) program pending review and approval by the Borough Solicitor.

C. Sustainability & Community Planning:

1. Borough Council may approve the Borough of Carlisle's Consolidated Annual Performance and Evaluation Report (CAPER), a requirement of the Community Development Block Grant (CDBG) Program for the period covering July 1, 2022 through June 30, 2023.

D. Economic Development:

1. Borough Council may enact an ordinance to enter into an Agreement by and between the Downtown Carlisle Association [DCA] and the Borough of Carlisle [Borough] retroactive to January 1, 2023 through December 31, 2023. *Roll Call Vote*
2. Borough Council may approve the Subordination Agreement for the property located at 14-16 North Pitt Street subject to the Borough Solicitor's satisfactory review and approval and compliance with the Community Development Block Grant program's requirements.

E. Employee Relations / Citizen Participation:

1. Borough Council may approve the revisions to the Carlisle Borough Civil Service Commission Rules and Regulations.

F. Public Safety:

1. Borough Council may authorize the closure of the first block of West Pomfret Street from South Hanover Street to the Pomfret Street Parking Garage on September 23, 2023 from 10:00 a.m. to 8:00 p.m. for a day of different cultures coming together to represent their country's flag.

Approval shall be contingent upon the receipt of a valid Certificate of Insurance naming the Borough of Carlisle as an additional insured and the applicant reimbursing the Borough 100% of the variable costs and 10% of the fixed cost associated with this event.

G. Public Works:

1. Borough Council may adopt a Resolution providing for a continuation of the temporary lift on parking limitations at all times along the west side of Fairground Avenue from West Penn Street north to the railroad crossing. This action shall be for a trial period of not more than ninety (90) days.
2. Borough Council may award the Ridge Street Pumping Station Parallel Force Main Installation Contract to the lowest responsive bidder, E. K. Services, Inc. of New Cumberland, PA, for the lump sum amount of One Million, One Hundred Ninety-Eight Thousand, Eight Hundred Eighty-Two Dollars and Thirty Cents (\$1,198,882.30), pending receipt of the required bonds and insurances for the project.

Borough Council may also authorize any contract change order needing prompt action in an amount not to exceed Ten thousand dollars (\$10,000) each, to be approved at the discretion of the Borough Manager and brought before Council for retroactive approval.

3. Borough Council may authorize the Mayor to sign the Pennsylvania Department of Environmental Protection Sewage Facilities Planning Module Exemption Form for a connection to the Borough's sanitary sewer system from the proposed Cumberland Shared Ride Facility Land Development.

NEW BUSINESS - This section includes citizens who would like to address Council on any matter relating to Borough government.

REPORTS FROM COUNCIL MEMBERS & STAFF

ADJOURNMENT

September 2023 – (All meetings will be held at Borough Hall unless otherwise noted.)

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| 14 | Council Meeting | 7:00 p.m. |
| 28 | Planning Commission | 5:30 p.m. |

October 2023 – (All meetings will be held at Borough Hall unless otherwise noted.)

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| 02 | HARB | 5:30 p.m. |
| 04 | Council Workshop Meeting | 7:00 p.m. |
| 05 | Zoning Hearing Board | 6:30 p.m. |
| 05 | Parks & Recreation Board (Stuart Community Center) | 7:00 p.m. |
| 12 | Council Meeting | 7:00 p.m. |
| 26 | Planning Commission | 5:30 p.m. |