

**BOROUGH OF CARLISLE
COUNCIL MEETING
October 12, 2023
7:00 PM**

MOMENT OF SILENCE Mayor Shultz
PLEDGE OF ALLEGIANCE TO THE FLAG Mayor Shultz

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 who 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

3rd Quarter Financial Snapshot – Richard Juday, Director of Finance

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:

Public Hearing 6/8/2023

Council Meeting Minutes 9/14/2023

B. Approval of Bills and Investment Transactions:

Expenditures as of September 30, 2023

General Fund	\$ 1,061,918
Water Fund	\$ 1,759,437
Stormwater Fund	\$ 817,955
Sewer Fund	\$ 1,006,507
Solid Waste Fund	\$ 5,001
Capital Project Fund	\$ 156,086
Parking Fund	\$ 106,065
K-9	\$ 1,128
Highway Aid Fund	\$ 65,389

C. Attendance Approvals:

1. Borough Council may approve Tax Specialist Monique Doleman-Campbell to attend the 2023 Pennsylvania State Tax Collectors Association Convention on October 20-21, 2023 in Cranberry Township, PA.

D. HARB

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

1. A request for a Certificate of Appropriateness for RDH Downtown of 10 North Pitt Street to replace the existing signage for the Pitt Street Station commercial business.
2. A request for a Certificate of Appropriateness for Safe Harbour of 132 East High Street to replace two windows with in-kind material, remove the porch canopy, install handrails, and repair the porch, metal steps, chimney with mortar, and downspouts.
3. A request for a Certificate of Appropriateness for IARK Properties/Ron Clites of 26 East Pomfret Street to replace the roof with in-kind material due to a fire, remove existing aluminum siding and refurbish brick, restore original elements of the property such as corbels and trim around the windows and doors similar to the adjoining property, paint existing windows and install new storm windows, replace one visible window on the second floor rear with a 6 over 6 configuration vinyl window, and replace wood railing in kind to match existing dimensions/configuration.
4. A request for a Certificate of Appropriateness for Shumberger Real Estate of 21-23 N. Hanover Street to replace an approved first floor awning window with a fixed window on the front of the building (Certificate of Appropriateness issued February 8, 2023); in the rear: fire escape stairs, new galvanized doors, replacement windows, new windows, new wood headers and aluminum wrapped sills, roof structures over exterior doors, electrical equipment, replacement ground level stairs, and remove a rear basement bulkhead; on the side of the building: replacement windows will be six over one configuration, metal drip edge, chimney cap, brick repairs, and vinyl siding to replace existing galvanized and deteriorated vinyl siding.

E. Public Safety:

1. Borough Council may ratify a revised date of September 30, 2023 (instead of September 23, 2023) for the closure of the first block of West Pomfret Street from South Hanover Street to the Pomfret Street Parking Garage from 10:00 a.m. to 8:00 p.m. for a day of different cultures coming together to represent their country's flag.
2. Borough Council may amend its March 9, 2023 motion that shall modify the DCA New Year's Eve Celebration application to close the first block of West High Street from Pitt Street to the Square. Modified street closure timeframe shall be 7:00 p.m. to 10:00 p.m. Said change has been approved by PennDOT.

F. Sustainability & Community Planning:

1. Borough Council may ratify amended loan documents of CDBG Program Year 2022 funds to RDH Downtown, 10 N. Pitt Street, Carlisle.
2. Borough Council may approve a time extension request by PA Carlisle Hidden Meadows II, LLC, the new owner 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 November 9, 2023.

3. *Borough Council may authorize the Mayor to execute an agreement by and between the Borough of Carlisle [Borough] and the Redevelopment Authority of the County of Cumberland [Authority] to permit the Authority to administer and execute the Borough's Fiscal Year 2023 Community Development Block Grant (CDBG) Program in accordance with all applicable local, state and federal laws, rules and regulations subject to the Borough Solicitor's satisfactory review and approval.*

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

1. Borough Council may consider approving a strategic plan.
2. Health Equity Proclamation

REPORTS FROM COMMITTEES**A. Budget & Finance:**

1. Borough Council may authorize a partial reimbursement in the amount of \$1,966.00 (One Thousand Nine Hundred Sixty-Six Dollars) for building permit fees associated with the new Cumberland County public safety radio tower at 1601 Ritner Highway.

B. Sustainability & Community Planning:

1. Borough Council may approve the Community Development Block Grant (CDBG) Citizen Participation Plan as proposed by the Borough's grant administrator, the Redevelopment Authority of Cumberland County.
2. Borough Council may direct the Borough Solicitor to draft and advertise an amendment to the Comprehensive Plan and amendments to the Carlisle Zoning Ordinance and Zoning Map in accordance with the Pennsylvania Municipalities Planning Code.

Borough Council shall hold a public hearing on December 14, 2023 at 6:45 p.m.

3. Borough Council may approve a request by Community C.A.R.E.S. to waive preliminary plan review per Section 226-19 and approve the final plans to develop a homeless shelter at 230 S. Spring Garden Street subject to conditions imposed by staff.
4. Borough Council may waive the submission of a formal Subdivision Plan (Section 226-14, 226-17, and 226-21 of the SALDO) by Carlisle United Methodist Church and Keith and Beverly Moose for the proposed modification of a parcel within Carlisle Borough and South Middleton Township on South Spring Garden Street.

C. Employee Relations / Citizen Participation:

1. Borough Council may approve appointing Ethan Barnes to the Civil Service Commission effective immediately and expiring July 31, 2026.

D. Public Works:

1. Borough Council may approve the September 6, 2023 proposal from Gannett Fleming, Inc. to provide engineering design and permitting services for the replacement of the existing Ridge Street Water Storage Tank for a not to exceed amount of \$169,000 (One Hundred Sixty-Nine Thousand dollars), subject to the Borough Solicitor's satisfactory review and approval of the agreement amendment.

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**

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

12	Council Meeting	7:00 p.m.
17	Sewer Authority – 54 North Middlesex Road	3:00 p.m.
18	Municipal Authority – 215 Longs Gap Road	5:00 p.m.
26	Planning Commission	5:30 p.m.
30	HARB	5:30 p.m.

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

01	Council Workshop Meeting	7:00 p.m.
02	Zoning Hearing Board	6:30 p.m.
02	Parks & Recreation Board (Stuart Community Center)	7:00 p.m.
07	Human Relations Commission	3:00 p.m.
09	Council Meeting	7:00 p.m.
10	Borough offices closed in observance of holiday	
13	Budget Hearings	6:00 p.m.
14	Budget Hearings	6:00 p.m.
20	Planning Commission	5:30 p.m.
23	Borough offices closed in observance of holiday	
24	Borough offices closed in observance of holiday	