

**BOROUGH OF CARLISLE
COUNCIL MEETING MINUTES
June 8, 2023**

Mayor Shultz called the Council Meeting to order at 7:00 p.m. with Councilor Hicks leading the Moment of Silence and Pledge of Allegiance.

Present at the meeting: Councilors Crampsie, Hicks, Mellen, Perry, Stuby, Deputy Mayor Landis and Mayor Shultz. Also present were: Assistant Borough Manager Snyder, Water Resources Director Malarich, Water Sustainable Community and Economic Planning Director Woolston, Finance Director Juday, Parks & Recreation Director Crouse, Human Resource/Risk Management Manager Berrier, Fire Chief O'Donnell, Public Information Coordinator Taylor and Borough Secretary Stone.

CITIZENS TO BE HEARD

Davis Tracy, 1189 Myerstown Road, Gardners, Pennsylvania, representing Dickinson College Bluegrass Festival requested to speak later in the meeting when the related agenda item was to be discussed.

CONSENT AGENDA

Councilor Mellen made a motion and was seconded by Deputy Mayor Landis to approve the Consent Agenda. Council unanimously voted 7-0 to approve the Consent Agenda, which consisted of the following items.

A. Minutes:

*CDBG Public Hearing Minutes 5/3/2023
Council Meeting Minutes 05/11/2023*

B. Approval of Bills and Investment Transactions:

Expenditures as of May 31, 2023

<i>General Fund</i>	<i>\$ 1,043,465</i>
<i>Water Fund</i>	<i>\$ 225,262</i>
<i>Stormwater Fund</i>	<i>\$ 64,142</i>
<i>Sewer Fund</i>	<i>\$ 289,245</i>
<i>Solid Waste Fund</i>	<i>\$ 4,012</i>
<i>Capital Project Fund</i>	<i>\$ 126,511</i>
<i>Parking Fund</i>	<i>\$ 28,551</i>
<i>K-9 Fund</i>	<i>\$ 1,123</i>

A. Mayor's Report:

- 1. Borough Council ratified a resolution of the Borough of Carlisle supporting the submission of an application for a grant through the WalkWorks grant program from the Pennsylvania Department of Health to be used to develop an active transportation plan.*

B. Budget & Finance:

- 1. Borough Council approved a resolution for the disposition of specific municipal records*

following the disposition schedule of the PA Historical and Museum Commission and as outlined in the attached Resolution.

C. ERCP:

1. *Borough Council reappointed Mr. Robert Schmidlein to a second full term on the Parks and Recreation Board. The candidate's term will become effective July 1, 2023 and shall expire on June 30, 2027.*

D. HARB:

The HARB received approval for the following Certificate of Appropriateness:

1. *A request for a Certificate of Appropriateness by Roger Chilenski to replace a roof, gutters and downspouts, and replace rotten wood trim in-kind, and paint at 175 East High Street.*
2. *A request for a Certificate of Appropriateness by Carlisle Fratelli Property Investments LLC to replace a roof at 102 South Hanover Street.*
3. *A request for a Certificate of Appropriateness by Brightspeed to install signs at 120 West High Street.*
4. *A request for a Certificate of Appropriateness by Ebersole & McCorkel REI, LLC to repair and paint a building and associated roof structure in-kind at 159 South Hanover Street.*
5. *A request for a Certificate of Appropriateness by Caprice Properties to rebuild a foundation and restore an existing wall, replace a door, replace windows after-the-fact at 19-23 West High Street.*
6. *A request for a Certificate of Appropriateness by Raymond Tennyson to replace boards on a fire escape and balcony provided the applicant considers tongue and groove boards at 128 South West Street.*

E. Public Safety:

1. *Borough Council amended the May council meeting motion for the Memorial Day Parade to state that this is a cosponsored event and the applicant should not incur any charges.*
2. *Borough Council approved a special event request by Benchfield Farms to utilize three parking meters at the corner of South Hanover and West Church Avenue for purposes of "Downtown Horse Drawn Wagon Rides" scheduled for June 10, 2023.*
3. *Borough Council authorized the closure of A Street between College Street and Ash Avenue on August 19, 2023, from 8:00 a.m.-2:00 p.m. for the Carlisle Church of God to hold a block party for the congregation and neighborhood. Approval shall be contingent upon the receipt of a valid Certificate of Liability Insurance form naming the Borough of Carlisle as an additional insured and the applicant reimbursing the Borough 100% of the variable and 10% of the fixed costs associated with this event.*

F. Public Works:

1. *Borough Council adopted 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.*

REGULAR AGENDA

TABLED, CONTINUED, AND RECURRING ITEMS

REPORTS FROM ELECTED OFFICIALS

A. Mayor's Report:

REPORTS FROM COMMITTEES

A. Sustainability & Community Planning:

1. Borough Council voted 7-0 to authorize a conditional use for a tower-based wireless communications facility (WCF) at 1601 Ritner Highway in the I-1 Zoning District as submitted by Brehm-Lebo Engineering, Inc. on behalf of Cumberland County Department of Public Safety. (Hicks/Landis)
2. Borough Council voted 7-0 to table the request to waive Preliminary Plans and approve the Final Land Development Plan submitted by Prime AE Group on behalf of Rabbittransit to develop a bus garage facility at 1601 Ritner Highway. (Hicks/Landis)

Deputy Mayor Landis brought forward several items from the Final Land development plan that could be improved.

- ✓ A retention base would not be considered a recreation area.
- ✓ Engage with Cumberland County to connect the facility's sidewalks to the bike and pedestrian trail, which would help connecting the Rail-Trail.
- ✓ The County Planning Commission Plans notes that one deciduous tree should be planted for each 60 feet of street.

Representatives with Prim AE, Steve Garland and Jeffrey Gerald's responded to Deputy Mayor's comments. Mr. Garland noted:

- ✓ Street trees along the highway were not considered as they are not building any street frontage.
- ✓ Rabbittransit and Bureau of Public Transportation are considering providing a recreational fee in lieu of providing a recreational area.
- ✓ In the event a fee in lieu of is not accepted, they are considering using the greenspace for open-air recreation for employees.

Mr. Gerald's noted that changes from the original scope of the plan would need to be taken back to the Bureau of Transportation for discussion.

Council and staff held additional discussion regarding requiring the applicant to install sidewalks or pay a recreational fees. It was decided that the applicant would need to be consulted for such decisions.

Deputy Mayor made motion with Councilor Hicks seconding and Council voting 7-0 to table this item.

B. Budget & Finance:

1. Borough Council voted 7-0 to ratify the Borough Manager's execution of the 2023-2024 contracts with Diesel Direct to purchase the following:
 - 35,700 (Thirty-Five Thousand Seven Hundred) gallons of gasoline at a fixed contract price of \$2.5340 per gallon.
 - 46,000 (Forty-Six Thousand) gallons of diesel at a fixed contract price of \$2.9948 per gallon. (Stuby/Crampsie)

C. Economic Development:

1. Borough Council voted 7-0 to approve a Borough of Carlisle Community Development Block Grant Shopsteading Loan and authorize the Mayor to execute the appropriate loan documents to provide \$35,000 (thirty-five thousand dollars) in CDBG Program Year 2022 funds to Mr. Jacob Lauer, Eclipse Gaming Café, 57 West Pomfret Street, Carlisle. The loan shall reflect a 25-year amortization, two-percent (2%) interest rate, with a balloon payment at seven (7) years. Approval shall be subject to the Borough Solicitor's satisfactory review and approval of said loan documents and provisions outlined by staff. (Crampsie/Perry)

Rebecca Yearick, representing the Cumberland County Redevelopment Authority, provided a project summary of the applicant's request for the loan.

D. Parks & Recreation:

1. Borough Council voted 7-0 to approve entering into an agreement with Carlisle Area Pickleball Association to establish and construct four pickleball courts in place of an existing tennis court at LeTort Park. The Carlisle Area Pickleball Association has provided the necessary documents to show proof of sufficient funds to pay contractors and all labor and materials necessary for the project. (Mellen/Shultz)

E. Public Safety:

1. Borough Council voted 7-0 to authorize the closure of the first block of Mooreland Avenue on July 1, 2023, from 8:00 a.m. to 11:00 a.m. in the Mooreland Elementary School area for the 2023 Summer Fair 5K Walk/Run. Approval shall be contingent upon the receipt of a valid Certificate of Insurance form 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 costs associated with this event. (Shultz/Hicks)
2. Borough Council voted 7-0 to temporarily restrict parking at the parking meters in the Pomfret Street Parking Lot on July 7, 2023 from 8 am until midnight to support an event at the Carlisle Theatre. Approval shall be contingent upon the receipt of a valid Certificate of Insurance form 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 costs associated with this event. (Shultz/Hicks)
3. Borough Council voted 6-1 to table the motion with Councilor Mellen voting no for an approval of a Special Events Application and street closure as well as lifting of the Sidewalk Ordinance for the annual Amani Festival to be held on Saturday, July 8, 2023, from 6:00 a.m. to 6:00 p.m. The event is to take place on the first two blocks of West High Street and the first block of North and South Pitt Streets. Approval shall be contingent upon the applicant receiving PennDOT approval; receipt of a valid Certificate of Liability Insurance form naming the Borough of Carlisle and PennDOT as additional insureds; and, reimbursing the Borough of Carlisle 100% of the variable costs and 10% of the fixed costs incurred by the Borough. (Hicks/Crampsie)

Davis Tracy, an organizer for the Bluegrass Festival at Dickinson College taking place on July 8, 2023, expressed concern of the Amani Festival holding their event the same day as the Bluegrass Festival. The main concerns were sufficient parking for both events and the misrepresentation from the Amani organizers stating that they had merged their events with the Bluegrass organizers. Mr. Tracy asked Council to consider, for the benefit of the community, holding future events on separate dates.

Bob Schmidlein, 1309 Woodward Drive, Carlisle, Pennsylvania, inquired if the Borough was reimbursed for the fixed cost from last year's Amani Festival. It was indicated from staff that the payment was not received.

Following a discussion among Council, Councilor Hicks made a motion to table the request and revisit the issue at the July 5th Workshop meeting. Councilor Crampsie seconded the motion.

Mr. Tracy asked Council to communicate with the Amani Festival organizers that their festival is not in conjunction with the Bluegrass Festival. Council requested that the Manager's office hold a meeting with the Amani Festival organizers prior to the July Workshop meeting.

NEW BUSINESS

No new business was heard.

REPORTS FROM COUNCIL MEMBERS & STAFF

Councilor Stuby propose a stylistic change to the Borough's vision statement that was created at the June Workshop meeting. He proposed changing "Carlisle Pennsylvania: where our history inspires innovative ideas to create a safe inclusive and welcoming Community where everyone has the opportunity to thrive and make a difference". The proposed change was "In Carlisle, our history inspires innovative ideas that create a safe, inclusive, and welcoming community where every individual can thrive and make a difference." There was consensus among Council to accept that version of the vision statement.

Councilor Crampsie acknowledged staff for their good decision-making during the recent air quality issues created by the northern wild fires.

Deputy Mayor Landis noted she will deliver remarks at the upcoming "Shelling of Carlisle" event. She stated that the Lincoln Cemetery Committee met with the Historical Society to discuss the history of the Lincoln and Union Cemeteries. They are looking for descendants that can help with preserving the history of the cemeteries.

Councilor Perry shared that the Juneteenth Celebration will be held downtown on June 17, 2023.

Mayor Shultz noted he will be providing a proclamation in recognition of Pride Month.

ADJOURNMENT

There being no further business or public comment, the meeting adjourned at 8:11 p.m.

Brenda S. Landis, Deputy Mayor

Joyce E. Stone, Borough Secretary