

Borough of Carlisle
53 W. South St.
Carlisle, PA 17013
P: 717-249-4422

**BOROUGH OF CARLISLE
COUNCIL MEETING MINUTES
November 9, 2023**

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

Present at the meeting: Councilors Crampsie, Hicks (virtually), Mellen, Perry, Stuby, Deputy Mayor Landis, and Mayor Shultz. Also present were: Assistant Borough Manager Snyder, Police Chief Landis, Public Works Director Malarich, SCEP Director Woolston, Finance Director Juday, Parks & Recreation Director Crouse, Fire Chief O'Donnell, Human Resource/Risk Management Manager Berrier, Public Information Coordinator Taylor, Penn State Law Student Ambassador Powers, Dickinson College Student Ambassador Rivera-Olivo.

Borough Council voted 6-0 to approve the virtual attendance of the meeting via Zoom by Councilor Hicks. (Stuby/Mellen)

PRESENTATION

SCEP Director Woolston gave a presentation on Zoning Reform.

CONSENT AGENDA

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

A. Minutes:

Council Meeting Minutes 10/12/2023

B. Approval of Bills and Investment Transactions:

Expenditures as of October 31, 2023

<i>General Fund</i>	<i>\$ 1,058,136</i>
<i>Water Fund</i>	<i>\$ 258,829</i>
<i>Stormwater Fund</i>	<i>\$ 54,626</i>
<i>Sewer Fund</i>	<i>\$ 238,823</i>
<i>Solid Waste Fund</i>	<i>\$ 461,847</i>
<i>Capital Project Fund</i>	<i>\$ 370,641</i>
<i>Parking Fund</i>	<i>\$ 46,042</i>
<i>Highway Aid Fund</i>	<i>\$ 284,272</i>

C. HARB

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

- 1. A request for a Certificate of Appropriateness for Liberty Holding Company of 10 South Courthouse Avenue to install a wall projection sign for The Urban Artisan Studio commercial business facing South Courthouse Avenue.*
- 2. A request for a Certificate of Appropriateness for 1 Hanover LLC of 1 North Hanover Street to install 3 signs for Advanced Solution facing Hanover Street and Mulberry Avenue.*
- 3. A request for a Certificate of Appropriateness for Terry Glveck and Martin Sieferin of 178 West South Street to replace a portion of the standing seam metal roof with in-kind material.*
- 4. A request for a Certificate of Appropriateness for James Yingst of 172 East South Street to replace the standing seam metal roof with in-kind material and counter flash the chimney.*

REGULAR AGENDA

TABLED, CONTINUED, AND RECURRING ITEMS

REPORTS FROM ELECTED OFFICIALS

A. Mayor's Report:

1. Mayor Shultz discussed the Extra Mile Proclamation highlighting Kiwanis for the work on the Letort Park project.

REPORTS FROM COMMITTEES

A. Parks and Recreation:

1. Borough Council voted 7-0 to retroactively approve a contract from Burds Construction to replace the rubber roof above the Parks and Recreation offices at the Stuart Community Center in the amount of \$21,600 (Twenty-one thousand and six hundred dollars). (Mellen/Shultz)
2. Borough Council voted 7-0 to enter into a Memorandum of Understanding with the Bosler Memorial Library to establish and maintain a "Story Forest" at LeTort Park. (Mellen/Shultz)

Jeff Swope, Bosler Library Executive Director, provided background on this program.

B. Employee Relations / Citizen Participation:

1. Borough Council voted 7-0 approving a resolution reappointing Ms. Dana Culbertson to a full five-year term as a member of the Carlisle Borough Zoning Hearing Board. This first full term will become effective January 1, 2024 and shall expire December 31, 2028. (Landis/Mellen)
2. Borough Council voted 7-0 to authorize its Solicitor to draft and advertise an ordinance amending the Code of the Borough of Carlisle, with respect to Chapter 83, Human Relations, to include updated language with respect to the definition of discrimination. (Landis/Mellen)

C. Public Works:

1. Borough Council voted 7-0 to approve entering into an engineering services contract for a not-to-exceed cost of \$25,400 (Twenty-five thousand, four hundred dollars) with Dawood Engineering, Inc. to provide planning and preliminary design services for the next phase of the Borough's Bedford Street and East Street Traffic Calming Project, subject to Borough Solicitor approval of the contract. (Perry/Stuby)
2. Borough Council voted 7-0 to award the lump sum price construction contract for the State Route 11 and State Route 465 Intersection, Radar Detection System Project to the lowest responsive bidder, Herr Signal & Lighting Company, Inc. of Grantville, Pennsylvania, in the amount of \$56,700.00 (Fifty-Six Thousand Seven Hundred dollars), pending receipt of the bonds and insurances required for the Project. (Perry/Stuby)

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

There being no further business or public comment, the meeting adjourned at 7:26 p.m.

Sean M. Shultz, Mayor

Owen A. Snyder, Acting Borough Secretary