

Borough of Carlisle
Council Workshop Meeting Minutes
November 6, 2024
6:00 PM

Present at the meeting: Mayor Shultz, Deputy Mayor Landis, Councilors Mellen, Perry, Roos, Shiles, and Stuby. Also present were Borough Manager Armstrong, Chief Landis, Assistant Borough Manager and Finance Director Juday, Sustainable Community and Economic Planning Director Woolston, Water Resources Director Abeln, Borough Engineer Bergsten, HR Director Berrier, Fire Chief O'Donnell, Public Information Coordinator Taylor, and Borough Secretary Blair.

I. Call to Order & Pledge of Allegiance

Mayor Shultz called the Workshop Meeting to order at 6:03 p.m. and led the Pledge of Allegiance.

II. Citizens to be Heard

None.

III. Presentations

1. Teena Curnow, of SEK, CPAs & Advisors presented the Borough's Fiscal Year Ending 2023 Audit, resulting in an "unmodified audit opinion" which is the best the Borough can receive.
2. Mary Olin Geiger of the Carlisle Arts Learning Center, presented a request for Outside Agency Funding, outlining how CALC is funded and the many benefits to the Carlisle community.

The original request for funding was caught in the Borough's spam filter and CALC was not afforded an opportunity to present on October 2, 2024 with the rest of the group.

IV. Meeting Minutes

1. Borough Council voted 7-0 to approve the October 2, 2024 Workshop Meeting Minutes. (Landis/Stuby)

V. Mayor's Report

1. Borough Council voted 7-0 to approve free parking at all Borough on-street and Borough lot metered locations between the hours of 11:00 a.m. to 2:00 p.m. from November 12 through December 27, 2024, in celebration of the holiday season. (Roos/Mellen)

Mayor Shultz shared a discussion with local business owners, some of whom were concerned that business has declined in recent months. He then suggested that the Borough could use unallocated Parking Fund, economic development monies toward the loss of metered revenues during the free holiday parking initiative.

Councilor Roos requested a change from 11:30 a.m. to 11:00 a.m. to accommodate those parking during the lunch hour.

Councilor Mellen added that free parking during the lunch hours will greatly benefit the business owners as this is their busiest time of day.

VI. Budget & Finance

1. Borough Council voted 6-0-1 (Mayor Shultz recused himself due to a conflict of interest) to approve a Payment In Lieu of Real Estate Taxes (PILOT) Agreement with Safe Harbour, Inc. for the collective properties outlined in the agreement. (Landis/Stuby)

VII. Employee Relations/Citizen Participation (ERCP)

1. Borough Council voted 7-0 to appoint Ms. Stephanie Taylor to the position of Open Records Officer and Ms. Jamie Long to the position of Alternate Open Records Officer effective November 7, 2024. (Mellen/Perry)

VIII. Public Works

1. Jeff Bergsten, Director of Transportation and Waste Management, gave a brief update on Vision Zero.

Deputy Mayor Landis expressed a desire to have an application where citizens could submit areas of traffic safety concern.

Councilor Roos referenced two individuals who were struck in traffic and mentioned a need to transition away from traffic signals that require pedestrians to engage a button in order to cross the street.

Councilor Shiles appreciated the installation and design of the speed hump on East Louther St. as it relates to bicycle riders who may drive through the gaps rather than over the hump itself.

IX. Sustainable Community & Economic Planning

1. Charles Richmond, Architectural Historian from ASC, provided a statistical presentation regarding the Borough's Historical District and the 1,887 properties surveyed.
2. Borough Council voted 7-0 to reaffirm the Mayor's execution of a Revocable License Agreement by and between the Borough of Carlisle ("Borough") and the County of Cumberland to continue to maintain its point-to-point network. (Landis/Stuby)

X. New Business

None.

XI. Public Comment

None.

XII. Adjournment

There being no further business the meeting adjourned at 7:13 p.m.

Sean M. Shultz, Mayor

Patricia Blair, Borough Secretary