

Borough of Carlisle
Council Workshop Minutes
July 31, 2024
6:00 PM

Present at the meeting: Mayor Shultz, Deputy Mayor Landis, Councilors Hicks (virtual), Mellen, Perry, Roos(virtual), Stuby. Also present were Borough Manager Armstrong, Police Chief Landis, Assistant Borough Manager Juday, Sustainable Community and Economic Planning Director Woolston, Parks and Recreation Director Crouse, 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 6:00 p.m. and led the Pledge of Allegiance.

Borough Council voted 5-0 to allow Councilors Hicks and Roos to attend via Zoom.
(Landis/Stuby)

II. Citizens to be Heard

None.

III. Meeting Minutes

Borough Council voted 7-0 to approve the June 5, 2024, Workshop Meeting Minutes.
(Mellen/Stuby)

IV. Presentations

1. Assistant Borough Manager and Finance Director Richard Juday presented the Borough's 2nd Quarter Financial Update.
2. Jared Woolston, SCEP Director, provided updates to the Zoning regulation changes for ADUs, new development Minimum Bicycle Parking, Artisan Manufacturing, small area planning, Municipal Assistance Program grant requirements and August 29th submission deadline.

V. Budget & Finance

1. Borough Council voted 7-0 to adopt a resolution relating to a 2024 debt issuance to include: (Landis/Shultz)
 - a. Appointing Davenport & Company as financial advisor and Eckert Seamans as bond counsel for the upcoming debt issuance project and,
 - b. Declaring that the Borough intends to reimburse itself, if necessary, from the 2024 debt issuance for project expenditures related to those projects listed in the Borough's Capital Improvement Plan.

2. Borough Council voted 7-0 to adopt a resolution taking the following actions: (Landis/Shultz)
 - a. Authorizing additional supplemental budget appropriations to those funds and departments outlined in said resolution and,
 - b. Amending the 2024-2028 CIP to add projects previously excluded and for fiscal year 2023 projects not completed and carried over to fiscal years 2024.
3. Borough Council voted 7-0 to authorize the Borough Manager to execute a contract with Witmer Public Safety Group, Inc. (COSTARS Vendor #012-E22-281) in the amount of \$29,222.94 (twenty-nine thousand two hundred twenty-two dollars and ninety-four cents) for police department equipment and technology upgrades through the Commonwealth of Pennsylvania's cooperative purchasing program (COSTARS). (Landis/Shultz)

VI. Public Works

1. Borough Council voted 7-0 to enter an engineering services contract with Gannett Fleming, Inc. to provide design and permitting services for Phase 1A of the Biosolids Upgrade Project for the Carlisle Regional Wastewater Treatment Plant for a not-to-exceed cost of \$439,000 (Four Hundred Thirty-Nine Thousand dollars), subject to the Borough Solicitor's review and approval of the service contract. (Stuby/Hicks)

VII. Sustainable Community & Economic Planning

1. Borough Council voted 7-0 to approve the Borough of Carlisle's Proposed Program Year 2024 Community Development Block Grant Budget. (Hicks/Landis)

VIII. New Business: None

IX. Public Comment:

Mr. Mitch Shiles, 624 W. Louther St., supported the Artisan Manufacturing progress and requested information on the Biosolids initial design choice.

Mr. Shiles was informed that no decision had been made yet on the Biosolids option.

- X. Adjournment**-There being no further business or public comment, the meeting adjourned at 6:38 p.m.

Sean M. Shultz, Mayor

Patricia Blair, Borough Secretary