

**BOROUGH OF CARLISLE
PUBLIC HEARING &
COUNCIL MEETING
October 10, 2024
6:00 PM**

MOMENT OF SILENCE.....Councilor Mellen
PLEDGE OF ALLEGIANCE TO THE FLAG.....Councilor Mellen

ROLL CALL

PUBLIC HEARING: Borough Council may hold a public hearing on Thursday, October 10, 2024, at 6:00 p.m. for the purpose of receiving public comment on the Borough of Carlisle’s Consolidated Annual Performance and Evaluation Report (CAPER), a requirement of the Community Development Block Grant (CDBG) Program for the period covering July 1, 2023, through June 30, 2024.

MAYOR’S REPORT: Borough Council shall conduct interviews and consider adopting a Resolution appointing a candidate to serve as Carlisle Borough Council Member effective immediately and expiring January 5, 2026. The five candidates to be interviewed are as follows (listed in alphabetical order):

Ethel Carryer, James E. Evans, Rachel James, Craig E. Kauzlarich, and Robert Mitchell Shiles, Jr.

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, and 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 must be limited to five minutes. This will permit everyone who wishes to speak an opportunity to do so.

PRESENTATIONS

Davenport & Company, LLC – Bond Issuance-Series 2024 Results

CITIZENS TO BE HEARD

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:

Council Meeting Minutes 9/12/2024

B. Approval of Bills and Investment Transactions:

Expenditures as of September 30, 2024

General Fund	\$ 658,034
Water Fund	\$ 302,908
Stormwater Fund	\$ 50,206
Sewer Fund	\$ 230,879
Solid Waste Fund	\$ 201
Capital Project Fund	\$ 100,337
Parking Fund	\$ 91,804
Highway Aid Fund	\$ 107,069

C. HARB

1. *A request for a Certificate of Appropriateness for Ensemble Real Estate LLC of 19 North Hanover Street to install roof access and mechanical equipment.*
2. *A request for a Certificate of Appropriateness for Clifford Fitting of 165 East Louther Street to replace wood windows with Anderson 200 Windows, replace wood trim with composite trim, after-the-fact emergency repairs to the gutter and roof, replace gutters, repair or replace all shutters in-kind, repair front windows and door with in-kind materials, roof coating and painting, and replace exterior wood wall siding with composite.*
3. *A request for a Certificate of Appropriateness for Carlisle Club of 20 East Hight Street to install replace roof shingles in-kind.*
4. *A request for a Certificate of Appropriateness for Kristin and Stephen Bowers of 121 East Pomfret Street to replace a roof in-kind and install scupper drain, parapet caps, and step flashing.*
5. *A request for a Certificate of Appropriateness for Chad Bruce and Pat Lamarche of 10 West Pomfret Street to replace porch supports and stair components in-kind.*

D. Budget & Finance

1. *Borough Council may retroactively authorize the signing of a consent letter to consolidate the Borough of Carlisle's accounts with PFM Asset Management LLC, investment advisory and arbitrage rebate consulting accounts, to its parent, U.S. Bancorp Asset Management, Inc.*
2. *Borough Council may retroactively approve the Borough Manager's execution of an application for the temporary use of the West Chapel Avenue Parking Lot for activities sponsored by Earth, Artisan & Outfitter for the purposes of Environmental Education, Outreach, Activities, and earth-based popup shop's from 8am to 5pm on October 26, 2024, November 30, 2024, December 21, 2024, February 1, 2025, March 22, 2025, April 19, 2025, April 26, 2025, May 10, 2025, and June 7, 2025. Approval shall be contingent upon the receipt of a valid Certificate of Insurance form, naming the Borough of Carlisle as an additional insured.*
3. *Borough Council may authorize the execution of an agreement acknowledging the retirement and transfer of ownership of K-9 Chaos to Corporal Jeffrey D. Kurtz effective October 11, 2024, subject to the Borough Solicitor's satisfactory review and approval of said agreement.*

E. ERCP

1. *Borough Council may accept the September 20, 2024 tendered resignation of Molly Wilkinson from the Borough of Carlisle Climate Action Committee.*
2. *Borough Council may accept the tendered resignation of Ethan Barnes from the Borough of Carlisle Civil Service Commission effective immediately.*
3. *Borough Council may retroactively appoint Jared Woolston as the Borough of Carlisle Climate Action Committee Chair replacing Joel Hicks.*
4. *Borough Council may accept the tendered resignation of Morgan Webb from the Borough of Carlisle Planning Commission effective immediately.*

REGULAR AGENDA

TABLED, CONTINUED, AND RECURRING ITEMS

REPORTS FROM ELECTED OFFICIALS

A. Mayor's Report

1. Mayoral Proclamation: Recognition of Carlisle Borough Authorities, Boards, & Commission members.

REPORTS FROM COMMITTEES

A. Budget & Finance

1. Debt Issuance and Award
 - A. Borough Council may approve the bond Series 2024 issue/sale for the purposes of funding projects identified in the Borough's approved Five-Year Capital Improvement Plan and to pay related bond issuance costs.
 - B. Borough Council may adopt an ordinance authorizing and directing the issuance of the 2024 Series bonds.
(Roll Call Vote)
2. Borough Council may retroactively approve the payment of \$597,672.20 (Five Hundred Ninety-Seven Thousand Six Hundred Seventy-Two Dollars and Twenty Cents) to Cumberland County related to the purchase of Motorola P25 Radios and related accessories.
3. Borough Council may authorize the signing of the professional parking study service proposal submitted by Desman Inc. in the amount of \$43,000 (Forty-Three Thousand Dollars). The purpose of this study is to increase the effectiveness of the existing parking management system including on and off-street parking.

B. ERCP

1. Borough Council may approve expanding group healthcare eligibility to qualifying domestic partners of employees, as well as dependent children of the domestic partner, under the same terms and conditions as legal spouses.

C. Public Safety

1. Borough Council may authorize the closure of the entire block of C Street between Factory Street and North West Street on Saturday, November 16, 2024, from 9:00 a.m. to 3:00 p.m. for a craft show entitled "Clay for Kids' Sake" sponsored by the Mud Luv Pottery Studio.

Approval is contingent upon the receipt of a valid Certificate of Insurance, 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.

2. Borough Council may approve the purchase of a 2025 Ford Police Interceptor Utility Hybrid from New Holland Auto Group totaling \$50,769 (Fifty Thousand Seven Hundred Sixty-Nine Dollars) through the Commonwealth of Pennsylvania's Cooperative Purchasing Program (COSTARS #013-E22-223).
3. Borough Council may adopt the 2024 version of the Emergency Operations Plan (EOP) for the Borough of Carlisle. The new EOP will replace the present EOP that was adopted on May 12, 2022.

D. Public Works

1. Borough Council may authorize the reduction in the amount of financial security posted by Jeffrey Giangrande Corp. for the Burger King Land Development, located at 950 E. High Street, in the amount of \$16,618.80 (Sixteen Thousand Six Hundred Eighteen Dollars and Eighty Cents) to reflect final work completed.
2. Borough Council may authorize the reduction in the amount of financial security posted by Statewide Partners for the Land Development Plan for Northside Village on Lot 8 of the former IAC Site, in the amount of \$334,200.35 (Three Hundred Thirty-Four Thousand Two Hundred Dollars and Thirty-Five Cents).
3. Borough Council may award a two-year contract extension for the Years 2026 through 2027 to Waste Connections, Inc., consistent with the current solid waste, recycling, and bulk item collection contract No. 6-22 for Borough-owned facilities and residential properties.
4. Borough Council may reject all bids received for the 2024 Allen Road/Walnut Bottom/Ritner Highway Automated Traffic Signal Performance Measures Project and authorize staff to rebid the project based on a revised scope that reflects available grant funding.

E. Sustainable Community & Economic Planning

1. Borough Council may approve the submission of the Borough of Carlisle's Consolidated Annual Performance and Evaluation Report (CAPER), a requirement of the Community Development Block Grant (CDBG) Program for the period covering July 1, 2023, through June 30, 2024.
2. Borough Council may approve a resolution authorizing the submission of a grant application for \$50,000 (Fifty Thousand Dollars) to support small area planning at North Hanover Street and East High Street.
3. Borough Council may approve a Minor Subdivision and waive all other requirements of the Borough's subdivision ordinance for the proposed adjustment of parcel boundaries for two (2) developed lots at 30 East Pomfret Street.
4. Borough Council may approve an extension request by Barley Snyder on behalf of Carlisle Allen, LLC and waive all other requirements of the Borough's subdivision ordinance for the development of 207 Allen Road. The new deadline shall be March 14, 2025.

NEW BUSINESS - This section includes citizens who would like to address Council on any matter relating to Borough government. Comments under this section are governed according to the requirements under Opportunity for Citizens and Visitors to be Heard.

REPORTS FROM COUNCIL MEMBERS & STAFF

ADJOURNMENT

October 2024– (All meetings will be held at Borough Hall unless otherwise noted.)

15	Sewer Authority	6:00 p.m.
16	Municipal Authority	5:00 p.m.
24	Planning Commission	5:30 p.m.

November 2024– (All meetings will be held at Borough Hall unless otherwise noted.)

4	HARB-Historical Architectural Review Board	5:30 p.m.
4	Human Relations Commission	1:00 p.m.
6	Borough Council Workshop	6:00 p.m.
7	Board of Appeals	5:00 p.m.
7	Zoning Hearing Board	6:30 p.m.
7	Parks & Recreation Board (415 Franklin St)	7:00 p.m.
11	Veterans Day - Borough Office Closed	
12	Budget Hearing (tentative)	6:00 p.m.
13	Budget Hearing (tentative)	6:00 p.m.
14	Borough Council Meeting	6:00 p.m.
19	Sewer Authority	6:00 p.m.
25	Planning Commission	5:30 p.m.
28	Thanksgiving Day - Borough Office Closed	
29	Borough Office Closed	