

**BOROUGH OF CARLISLE
COUNCIL MEETING MINUTES
September 12, 2024**

Mayor Shultz called the Council Meeting to order at 6:00 p.m. Deputy Mayor Landis led the Moment of Silence dedicated to those who have lost their lives due to all modes of mobility incidents and asked for consideration on how the community can prevent such incidents.

Present at the meeting: Mayor Shultz, Deputy Mayor Landis, Councilors Mellen, Perry, and Stuby. Also present were Borough Manager Armstrong, Solicitor Brenneman, Police Chief Landis, Asst Borough Manager & Finance Director Juday, SCEP Director Woolston, Borough Engineer Bergsten, Parks & Recreation Director Crouse, Human Resources Manager Berrier, Public Information Coordinator Taylor, and Borough Secretary Blair.

Borough Council voted 5-0 to allow Councilors Hicks and Roos to attend virtually. (Landis/Mellen)

Mayor Shultz announced that there would be an Executive Session directly following the Council meeting regarding a Personnel matter.

CITIZENS TO BE HEARD

Dr. Nadia Alahmed, 116 E Louther St, a Professor at Dickinson College and resident of Carlisle, read from a prepared statement outlining the atrocities happening in Gaza, and requesting Council support for a cease fire. She provided Council with a draft Ceasefire Resolution which Mayor Shultz accepted along with a request for a digital copy emailed to him. (copy attached to these minutes)

Deputy Mayor Landis expressed her personal desire to move a resolution forward in support of the cause.

PRESENTATIONS

Police Chief Landis and Mayor Shultz recognized Randy & Stephen Dick for risking their own personal safety to render lifesaving aid to an assault victim. Randy Dick accepted the Citizen Award on behalf of his brother, Stephen.

CONSENT AGENDA- Council voted 7-0 to approve the Consent Agenda (Mellen/Landis)

A. Minutes:

Borough Council approved the Meeting Minutes from 8/8/24

***B. Approval of Bills and Investment Transactions:
Expenditures as of August 30, 2024***

General Fund	\$ 1,174,140
Water Fund	\$ 304,882
Stormwater Fund	\$ 139,519
Sewer Fund	\$ 410,880
Solid Waste Fund	\$ 201
Capital Project Fund	\$ 862,477
Parking Fund	\$ 36,693
Highway Aid Fund	\$ 202

A. Attendance Approvals

1. *Borough Council approved that Jared Woolston attend PA Chapter of the American Planning Association 2024 Conference from October 13 through October 15, 2024, in Erie, PA.*
2. *Borough Council approved that Safronia Perry attend Pennsylvania Municipal League's 2024 Municipal Leadership Summit from October 10 through October 13, 2024, in Scranton, PA, with Deputy Mayor Landis as Alternate.*

B. HARB

1. *A Certificate of Appropriateness was approved for Kristiana Amberger of 28 South Bedford Street to clean and repaint masonry, replace two (2) garage doors, install two (2) wood composite windows, and wood composite siding.*
2. *A Certificate of Appropriateness was approved for Ensemble Real Estate LLC of 19 North Hanover Street to remove and replace the existing skylights with roof structures with no windows that mimic the silhouette and window openings with 1-inch trim details.*
3. *A Certificate of Appropriateness was approved for Dino Craig of 110 South Hanover Street to install a 6-foot-tall solid wood picket type privacy fence.*
4. *A Certificate of Appropriateness was approved for Clifford Fitting of 165 East High Street to demolish an existing porch roof conditioned upon rebuilding the porch roof.*
5. *A Certificate of Appropriateness was approved for Michael Manoquin of 17 East High Street to install signs.*
6. *A Certificate of Appropriateness was approved for Sarah McAllister of 126 North Hanover Street to install a sign.*
7. *A Certificate of Appropriateness was approved for Jennifer Johnson of 170 West South Street to replace wood corner boards in-kind and repaint.*
8. *A Certificate of Appropriateness was approved for Tyler Black of 36 North East Street to install a roof-mounted solar system.*
9. *A Certificate of Appropriateness was approved for George Thompson of 17 North Hanover Street to replace a standing seam roof.*
10. *A Certificate of Appropriateness was approved for Torri Rose of 157 South Bedford Street to replace a standing seam roof in-kind.*

C. Sustainability, Community and Economic Planning

1. *Borough Council adopted a resolution for the Municipal Assistance Program grant application to support small area planning at North Hanover Street and East High Street.*
2. *Borough Council authorized the Mayor to update the Master Grant Contract with the Pennsylvania Historical and Museum Commission for the Certified Local Government (CLG) Grant Program subject to the Borough Solicitor's approval of the contract.*

REGULAR AGENDA

TABLED, CONTINUED, AND RECURRING ITEMS

REPORTS FROM ELECTED OFFICIALS

A. Mayor's Report:

1. Borough Council voted 6-0 to approve a request for \$50,000 (Fifty thousand dollars) in funding by the Carlisle Theatre for its renovation project, utilizing Parking Funds previously assigned for Future Economic Activities. Councilor Mellen Abstained due to a potential conflict of interest. (Mayor Shultz/Landis)

Ashley Byerts, Executive Director of the Carlisle Theater, commented that the Carlisle Theater has raised approximately 75% of the \$1.2 million dollars necessary for the renovation of the Theater. She outlined what has already been completed and some of the items necessary to bring the best experience to all patrons.

Mayor Shultz explained where the Borough funding would come from and how necessary the repairs are to the longevity of the Theater.

Councilor Roos added that any investment in a local historic entertainment venue is a good use of funds.

2. Borough Council voted 7-0 to accept the tendered resignation of Mr. Joel Hicks as Carlisle Borough Council Member effective September 13, 2024; and furthermore, advertise the vacant Council position. The advertisement shall include an invitation for applicants to apply for said vacancy no later than 4:30 p.m. on October 1, 2024, the intent of Council to hold a public meeting to interview applicants, and the vote to fill the vacancy on October 10, 2024, at 6:00 p.m., the same evening as Council's regularly scheduled Council Meeting. (Mayor Shultz/Landis)

Mayor Shultz outlined the process, advertisement, requirements of the applicants, the appointment schedule, and the term of appointment.

Deputy Mayor Landis and Councilor Mellen took a moment to mention all the Boards and Commissions vacancies, as well as the upcoming Council position vacancies.

Mayor Shultz thanked Councilor Hicks for his dedication to Carlisle Borough, not only as a Council member, but as "The Father of the Climate Action Commission".

Councilor Hicks explained his departure, praised Borough Management, Borough Staff, and encouraged the citizens of Carlisle to apply for the open Council position.

Councilor Perry credited Councilor Hicks for helping educate her on the process of running for Council and the encouragement to run.

Deputy Mayor Landis credited Councilor Hicks for his collaboration and accomplishments on a large scale.

Councilor Stuby thanked Mr. Hicks for his critical thinking, as a colleague and friend, and expressed that Carlisle is better because of the work he has done.

Councilor Mellen thanked Mr. Hicks for his passionate service and many years of work in the Borough.

REPORTS FROM COMMITTEES

B. Budget & Finance

1. Borough Council voted 7-0 to approve a contract with Data Works Plus to enhance the Police Department's current records management system (RMS), cNET, for \$66,250 (Sixty-Six Thousand Two Hundred Fifty Dollars). (Landis/Shultz)
2. Borough Council voted 7-0 to approve the 2025 Minimum Municipal Obligation (MMO) budgets in the amount of \$304,862 (Three Hundred Four Thousand Eight Hundred Sixty-Two Dollars) to fund the police, non-uniformed employees, and 401(a) pension plans for 2025 as required by Act 205 of the Commonwealth of Pennsylvania. (Landis/Shultz)
3. Borough Council voted 7-0 to authorize a 60-month lease for a mail machine with Pitney Bowes through the Pennsylvania Cooperative Purchasing Program (COSTARS Contract #4400015965) subject to the Borough Solicitor's satisfactory review and approval of said lease agreement. The lease agreement will have a term of October 1, 2024, through September 30, 2029, and continue on a month-to-month basis thereafter. (Landis/Shultz)
4. Borough Council voted 7-0 to approve a quote of \$26,740 (Twenty-Six Thousand Seven Hundred Forty Dollars) from Hinton & Associates, Inc for the purchase and installation of Firewalls, Switches, and Power Supplies as part of the Borough's Information Technology maintenance program. (Landis /Shultz)
5. Borough Council voted 7-0 to approve the purchase and installation of the proprietary Kruger/Hydrotech Disc filter System and related assembly components from Veolia Water Technologies, Inc. for \$58,333.98 (Fifty-Eight Thousand Three Hundred Thirty-Three Dollars and Ninety-Eight Cents). (Landis/Shultz)

Borough Council may approve quotes, for the purposes of rebuilding and rehabilitating Wastewater Treatment Filter Pumps, from RAM Industrial Services, LLC. totaling \$194,200 (One Hundred Ninety-Four Thousand Two Hundred Dollars) through the Commonwealth of Pennsylvania's Cooperative Purchasing Program (COSTARS #008-E23-1027) (Landis/Shultz)

6. Borough Council voted 7-0 to authorize Eckert Seamans to draft and advertise an ordinance directing the issuance of a General Obligation Bond, Series of 2024, in the aggregate principal amount of \$5,550,000 (Five Million, Five Hundred Fifty Thousand Dollars) for the purpose of funding projects identified in the Borough's Five-year Capital Improvement Plan and to pay related bond issuance costs. (Landis/Shultz)

C. Public Safety:

1. Borough Council voted 7-0 to authorize the closure of South Courthouse Avenue between the Gingerbread Man and Coover & Associates on Saturday, October 19, 2024, between 2:00 p.m. and 4:00 p.m. for the Bourbon Cowgirl Line Dancing and Street Party, with a rain date of October 26, 2024.

Approval being 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/Roos)

D. Public Works

1. Borough Council voted 7-0 to approve entering a professional services contract for a not-to-exceed fee of \$43,800 (Forty-Three Thousand Eight Hundred Dollars) with Gannett Fleming to assist the Borough with the preparation and submission of an application to the Pennsylvania Department of Environmental Protection (PADEP) for renewal of the Borough's MS4 NPDES Permit that includes updating the Borough's Chesapeake Bay Pollutant Reduction Plan. Approval shall be subject to the Borough Solicitor's satisfactory approval of the contract. (Stuby/Hicks)
2. Borough Council voted 7-0, by roll call vote, to adopt an ordinance providing for the acceptance of portions of Princeton Drive and Newcastle Drive along with other public infrastructure constructed by S&A Homes, Inc. as part of the Chesterfield Phase 2B Land Development Plan. (Stuby/Hicks)
3. Borough Council voted 7-0 to amend the Construction Inspection Services Contract by -\$900.44 (negative nine hundred dollars and forty-four cents) with TRC Engineers, Inc. that includes construction phase inspection services for the North Hanover Street component of the Carlisle Connectivity Project, subject to the Borough Solicitor's satisfactory review and approval of the amendment. Authorizing the approval of Supplement #3 under ECMS Agreement number L00487 will result in a total contract amount of \$1,123,844.94 (One Million One Hundred Twenty-Three Thousand Eight Hundred Forty-Four Dollars and Ninety-Four Cents). (Stuby/Hicks)

E. Sustainable Community & Economic Planning:

1. Borough Council voted 7-0 to approve a Final Subdivision and Land Development Plan for Chesterfield Subdivision Phases 2C and 5, submitted by Penn Terra Engineering, Inc. for S & A Homes, to subdivide the 7.636-acre parcel located on Sussex Drive and Newcastle Drive in the R2 – Medium Density Residential Zoning District into 28-Single Family Residential Lots, and construct the associated infrastructure, subject to the applicant's acceptance and satisfactory resolution of the conditions imposed. (Hicks/Landis)
2. Borough Council voted 7-0 to approve a Minor Subdivision for 251 H Street, submitted by Brehm-Lebo Engineering, Inc. for Hidden Meadows of Carlisle, LLC, to subdivide the 1.906-acre parcel located on H Street in the R2 – Medium Density Residential Zoning District into two Lots, subject to the applicant's acceptance and satisfactory resolution of the conditions imposed. (Hicks/Landis)

NEW BUSINESS -Mayor Shultz addressed Dr. Nadia Alahmed, the audience, and the protestors in the audience regarding the moral significance of the events of the war in Gaza, highlighting the opportunity for a civil dialogue that broadens the group of people who can support a ceasefire locally and the allyship on the issue.

James Evans, 157 B Street, discussed potential solutions to the traffic issues he's experiencing, referencing the recent accident near the school. He recommended the crosswalk style speed tables between Waggoner's Gap Rd. and the areas the Borough has seen an increase in traffic, including more signage. An additional recommendation was trimming the stormwater rain garden near West & B Street, as the height of the foliage is blocking the view of the traffic.

Mr. Evans addressed Council as well as the audience, noting that he is retired from the military, having spent time overseas in such situations as the War in Gaza. He indicated that we have more in common than most realize even though we may be on different sides on a lot of issues. He recommended sitting down to find common ground and taking the emotions out of things.

Deputy Mayor Landis added to Mr. Evans original traffic concern, noting those locations that are and are not within Borough's control. She mentioned a 2019 request to PennDOT for a speed reduction which was denied, and due to recent events, should be revisited.

Mr. Evans indicated that he has been all over the world and noted low-cost solutions that work elsewhere that would also be effective here.

Mayor Shultz indicated that the corridor is a high priority, adding that he is a member of the Mayoral Institute on Pedestrian Safety. "When we get pedestrian safety right it makes it safer for everyone". He mentioned a useful new tool that prioritizes where initiatives need to take place in effort to push forward, as staff is working on implementing the Vision Zero Resolution.

Councilor Mellen asked that citizens also reach out to their state representatives to get assistance moving initiatives forward with PennDOT.

REPORTS FROM COUNCIL MEMBERS AND STAFF

Councilor Roos thanked Councilor Hicks for his efforts making Bird Town happen, and mentioned that the Audubon Society will be at Harvest of the Arts later in the month.

Councilor Mellen added that it's not too early to register for the Halloween Parade.

Deputy Mayor Landis, quoting the Rocky Horror Picture Show, "Don't dream it, be it", noted that being in the parade is so much fun.

Councilor Perry made a statement against genocide in favor of a ceasefire. She addressed the battle between speaking up, not speaking up, and the repercussions for either action.

Councilor Hicks thanked the Borough Staff and Council again as well as praised those who came to share their voices.

There being no further business, the Council Meeting adjourned at 7:40 p.m.

Sean M. Shultz
Mayor

Patricia Blair
Borough Secretary

(SEAL)