

Borough of Carlisle
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Carlisle, PA 17013
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**BOROUGH OF CARLISLE
COUNCIL MEETING MINUTES
May 9, 2024**

Mayor Shultz called the Council Meeting to order at 6:06 p.m. with Councilor Stuby leading the Moment of Silence and Pledge of Allegiance.

The Moment of Silence was dedicated to individual preference.

Present at the meeting: Councilors Hicks, Mellen, Perry, Stuby, Deputy Mayor Landis, and Mayor Shultz. Also present were the following: Borough Manager Armstrong, Solicitor Brenneman, Chief Taro Landis, Public Works Director Malarich, SCEP Director Woolston, Finance Director Juday, Parks & Recreation Director Crouse, Human Resource/Risk Management Manager Berrier, Public Information Coordinator Taylor, and Borough Secretary Blair.

Councilor Roos: Absent

CITIZENS TO BE HEARD

Joe Shane and Tina Zeigler gave an overview of this year's events for Pride Week, June 3rd-June 8th.

PRESENTATIONS

Chief Taro Landis introduced three new Carlisle Police Department Officers; Officer White, Officer Salvatore, and Officer Reddick, while Mayor Shultz administered their ceremonial Oath of Office.

The VFW Safety Officer, Dick McCoy and Quartermaster, Derek Peters introduced Officer Ryan Stover as the VFW First Responder award winner.

Chief Landis awarded Corporal Saum and Detective Mennor their new promotions/assignments. Corporal Newcomer was unable to attend.

CONSENT AGENDA- Council approved the Consent Agenda 6-0 (Landis/Mellen)

A. Minutes:

Council Meeting Minutes 4/11/2024

B. Approval of Bills and Investment Transactions:

Expenditures as of April 30, 2024

<i>General Fund</i>	<i>\$ 896,305</i>
<i>Water Fund</i>	<i>\$ 347,706</i>
<i>Stormwater Fund</i>	<i>\$ 93,350</i>
<i>Sewer Fund</i>	<i>\$ 364,303</i>
<i>Solid Waste Fund</i>	<i>\$ 494,170</i>
<i>Capital Project Fund</i>	<i>\$ 56,352</i>
<i>Parking Fund</i>	<i>\$ 469,064</i>

C. HARB

Council approved the following Certificate of Appropriateness:

- 1. Sherri Blum of 10 S. Courthouse Avenue to install one 30" round, double-sided sign on an existing metal bracket.*
- 2. Dickinson College of 155 W. High Street to remove existing slate roof material and install new North Country 10" x 16" slate, install ice & water shield, install new built in copper gutter at bottom edge of slate, install new copper valleys & step flashings, install new rake board & aluminum wrap on rake edge of slate roof, scrape existing metal coping & paint.*

D. Budget & Finance

Council approved temporary use of the West Chapel Avenue Parking Lot application for Family Friendly Activities or Tent Sale sponsored by Earth Artisan and Outfitter, scheduled for 10 A.M. through 5:00 P.M Saturday, May 11, 2024.

E. Employee Relations/Citizen Participation

Council approved reappointing Michael Shanaman to a full term on the Human Relations Commission. The term will become effective immediately and will expire on February 29, 2028.

F. Parks and Recreation

Council approved accepting a monetary donation in the amount of \$810.00 from Carlisle Construction Materials, LLC for the sponsorship of Youth Basketball Camp. The camp is offered to children grades 3-8 at no cost and scheduled for July 8-11, 2024 at the Stuart Community Center.

G. Public Safety

Council approved the special events application for the May 27, 2024 Memorial Day Parade from 8:00 a.m. – 11:30 a.m. The affected streets are: North Hanover Street from North Street proceeding south to South Street; West Pomfret Street proceeding west to South Pitt Street; South Pitt Street proceeding north to West High Street then proceeding east and disbanding at the Square. (Note: The Memorial Day Ceremony will begin at 9:30 a.m. at Veteran's Courtyard. Traffic is closed only around the Square). Approval is contingent upon the receipt of a valid Certificate of Liability Insurance form naming the Borough of Carlisle as additional insured.

REGULAR AGENDA

TABLED, CONTINUED, AND RECURRING ITEMS

REPORTS FROM ELECTED OFFICIALS

A. Mayor's Report:

Council approved a resolution urging the Pennsylvania General Assembly to adopt the Governor's state budget proposal and full and fairly fund public schools in the Commonwealth. (Stubby/Landis)

REPORTS FROM COMMITTEES

B. Budget & Finance:

1. Borough Council voted 6-0 to adopt a resolution approving the sale and disposition of vehicles and other equipment (listed in Exhibit A of the Resolution) that may be sold through auction. (Landis/Mayor Shultz)
2. Borough Council voted 6-0 to approve entering into an agreement with Davenport & Company LLC to provide financial advisory services relating to Phase 1 (Debt Structure Analysis & Related Matters) of the planned 2024 Debt Issuance in an amount not to exceed \$40,000 (Forty Thousand Dollars).
(Landis/Mayor Shultz)

C. Parks & Recreation

Council voted 6-0 to approve the drafting and advertising of an ordinance for the lease of the former railroad station building known as Hope Station in Memorial Park. (Mellen/Stuby)

D. Public Safety:

Council voted 6-0 to approve the temporary closure of West South Street between College Street and Mooreland Avenue on Friday, May 10, 2024, from 3:00pm – 6:30pm for Penn State Dickinson Law Commencement purposes, contingent upon the receipt of a valid Certificate of Liability 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. (Mayor Shultz/Landis)

E. Public Works:

1. Council voted 6-0 to approve the submission of a multi-municipality Safe Streets and Roads for All (SS4A) Demonstration Grant application to the United States Department of Transportation to install temporary traffic calming measures at problem intersections and temporary bike lanes for select corridors. The Borough would join 9 other municipalities in Cumberland and Dauphin Counties and partner with Tri-County Regional Planning Commission (TCRPC) for the application submission.
(Stuby/Hicks)
2. Council voted 6-0 to approve entering an engineering services contract with Gannett Fleming, Inc. for a not-to-exceed cost of \$118,000 (One Hundred Eighteen Thousand Dollars) to provide design services for the Borough's 2024 Water Distribution System Rehabilitation Program, subject to Borough Solicitor approval of the contract. (Stuby/Hicks)
3. Council voted 6-0 to approve awarding the unit price contract for the Area 2 Sanitary Sewer System Rehabilitation Project, Contract B2-1, Sanitary Sewer Replacement and Spot Repairs, to the lowest responsive bidder, Doli Construction Corporation of Chalfont, Pennsylvania, in the amount of \$533,359.00 (Five Hundred Thirty-Three Thousand, Three Hundred Fifty-Nine Dollars), pending receipt of the required bonds and insurances for the project. Council also authorized any contract change order needing prompt action in an amount not to exceed \$10,000 (Ten Thousand Dollars) each, to be approved at the discretion of the Borough Manager and brought before Council for retroactive approval.
(Stuby/Hicks)
4. Council voted 6-0 to approve awarding the unit price contract for the Area 2 Sanitary Sewer System Rehabilitation Project, Contract B2-2, Sewer Lining and Manhole Repair, to the lowest responsive bidder, Insituform Technologies, LLC. of Chester, Pennsylvania, in the amount of \$1,030,811.00, (One Million, Thirty Thousand, Eight Hundred Eleven Dollars), pending receipt of the required bonds and insurances for the project. Borough Council also authorized any contract change order needing prompt action in an amount not to exceed \$10,000 (Ten Thousand Dollars) each, to be approved at the discretion of the Borough Manager and brought before Council for retroactive approval. (Stuby/Hicks)

F. Sustainability & Community Planning:

Council voted 6-0 to approve the request by Hari Krishna Property, LLC to waive the preliminary plan review and a public outreach meeting per Section 226-14; and approve the final plans for Dunkin' subject to conditions imposed by staff. (Hicks/Landis)

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.

No new business.

REPORTS FROM COUNCIL MEMBERS & STAFF

Mayor Shultz applauded Wanda Hunter, who recently moved back to the Borough, for being recognized by the State of Pennsylvania in the Voters Hall of Fame for 50 straight years of voting.

Councilor Hicks pointed out the addition of new bicycle racks in front of the Borough building, and he recognized those working behind the scenes to make them possible for the citizens who would prefer to ride their bicycles to Borough Hall.

There being no further business, the Council Meeting adjourned at 6:51 p.m.

Sean M. Shultz
Mayor

Patricia Blair
Borough Secretary

(SEAL)