

**BOROUGH OF CARLISLE
COUNCIL MEETING
February 13, 2025
6:00 PM**

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

ROLL CALL

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

Distinguished Service Award-Fire Chief Brian Hamilton

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 January 9, 2025

**B. Approval of Bills and Investment Transactions:
Expenditures as of January 31, 2025**

General Fund	\$1,283,649.97
Water Fund	\$ 248,757.92
Stormwater Fund	\$ 66,724.85
Sewer Fund	\$ 284,662.91
Solid Waste Fund	\$ 144.98
Capital Projects Fund	\$ 177,672.89
Parking Fund	\$ 28,808.63

C. HARB recommends that Borough Council approve the following Certificates of Appropriateness:

1. *A request for a Certificate of Appropriateness for Elizabeth Campbell of 46 East High Street to repair and repaint brick masonry, patch and repaint roof, install deadbolt at entrance, and install a new wall sign.*
2. *A request for a Certificate of Appropriateness for Jessica Over of 157 South Hanover Street to install a new wall sign, awning and light, reconfigure and replace the front door, clean the façade with low pressure water, and repaint the facade.*

D. Budget & Finance

1. *Borough Council may ratify the Borough Manager's January 17, 2025, authorization to close parking spaces on S. Courthouse Ave. between Church Ave. and High St., and on Church Ave. between Hanover and S. Courthouse Ave. Said closure occurred on Monday January 27, 2025, from 10:00 AM, through 12:00 PM, to allow for reserved parking for Cumberland County's 275th Anniversary Celebration.*

Approval was 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.

2. *Borough Council may ratify the Borough Manager's January 28, 2025, authorization to close two parking spaces on W. High Street in front of Molly Pitcher Brewery for the purpose of outside vending during IceFest. Said closure occurred on Friday January 31, 2025, from 4:00 PM, through 9:00 PM on Saturday February 1, 2025.*

Approval was 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.

3. *Borough Council may retroactively approve the Mayor's January 29, 2025, execution of an agreement acknowledging the retirement and transfer of ownership of K-9 Jackson to Corporal Ryan Stover effective February 8, 2025.*

E. ERCP

1. *Borough Council may reappoint Mr. Robert Pinnell to a second full term on the Carlisle Borough Planning Commission. The term will become effective March 1, 2025, and shall expire on February 28, 2029.*
2. *Borough Council may reappoint Maddie Young to a first full term on the Human Relations Commission. The term will become effective March 1, 2025, and will expire on February 28, 2029.*

F. Parks & Recreation

1. *Borough Council may enter into an agreement with St. Paul Evangelical Lutheran Church for the adoption of Fairground Avenue Linear Park.*

G. Public Works

1. *Borough Council may retroactively approve the Mayor's execution of a contract with Keystone Petroleum, Ltd. of Mechanicsburg, Pennsylvania for the repair of the fuel tank monitoring system at the Public Works Garage through the Sourcewell Cooperative Purchasing Program (Sourcewell #138156).*
2. *Borough Council may retroactively approve the Mayor's execution of a Section 902 Recycling Development and Implementation Grant Agreement with the Pennsylvania Department of Environmental Protection (PA DEP) granting the Borough an award of \$200,000 (Two Hundred Thousand Dollars) to support the purchase of a 16-cubic yard truck mounted leaf vacuum.*
3. *Borough Council may approve the renewal of the annual service contract with HACH Service Partnership for preventative maintenance and servicing of analytical and monitoring equipment at the Carlisle Water Treatment Facility. The contract is for a one-year period effective February 16, 2025.*
4. *Borough Council may authorize renewal of the annual service contract with Rhythm Engineering to provide technical support and Insync software updates for the adaptive traffic signal system installed throughout the Borough along the Hanover and High Street corridors.*

REGULAR AGENDA

TABLED, CONTINUED, AND RECURRING ITEMS

REPORTS FROM ELECTED OFFICIALS

A. Mayor's Report

REPORTS FROM COMMITTEES

A. Budget & Finance

1. Borough Council may approve a request to restrict parking on the north side of West High Street from West Street to College Street on July 12, 2025, from 7:00 AM to 9:00 PM to provide handicap parking accommodations for attendees of the Dickinson College Bluegrass Festival.

Approval shall be contingent upon the receipt of a valid Certificate of Insurance form, naming the Borough of Carlisle and PennDOT as additional insureds and the applicant reimbursing the Borough 100% of the variable costs and 10% of the fixed costs associated with this event.

B. ERCP

1. Borough Council may appoint Ms. Rachel James to a first full term on the Carlisle Borough Planning Commission. The term will become effective March 1, 2025, and shall expire on February 28, 2029
2. Borough Council may appoint Mr. Nathaniel Norton to a partial term on the Carlisle Borough Civil Service Commission effective immediately and expiring July 31, 2026.
3. Borough Council may appoint Ms. Isabelle Harman to a first full term on the Carlisle Borough Planning Commission. The term will become effective March 1, 2025, and shall expire on February 28, 2029.

C. Public Works

1. Borough Council may authorize the Mayor to execute a Cumberland County Countywide Action Plan (Clean Water Program) Block Grant Agreement with Cumberland County granting the Borough an award of \$46,500 (Forty-Six Thousand Five Hundred Dollars) to support the Biddle Mission Park forest buffer enhancement project, subject to the Borough Manager's and Solicitor's final review and approval of the terms of the agreement.
2. Borough Council may approve the purchase of a 2025 Chevrolet Silverado 2500 HD 4WD Regular Cab 142-inch work truck with the up-fit service body and plow from Hondru Fleet of Manheim, Pennsylvania, for \$94,995 (Ninety-Four Thousand Nine Hundred Ninety-Five Dollars) through the Commonwealth of Pennsylvania's Cooperative Purchasing Program (COSTARS #025-E22-388).

3. Borough Council may approve the purchase of a new Peterbilt Dump Truck from Hunter Keystone Peterbilt of Lancaster, Pennsylvania, for \$172,674 (One Hundred Seventy-Two Thousand, Six Hundred Seventy-Four Dollars) through the Commonwealth of Pennsylvania's Cooperative Purchasing Program (COSTARS #025-E22-502), and furthermore

Council may approve the new dump truck up-fits from Stephenson Equipment of Harrisburg, Pennsylvania, for \$121,834 (One Hundred Twenty-One Thousand, Eight Hundred Thirty-Four Dollars) through the Commonwealth of Pennsylvania's Cooperative Purchasing Program (COSTARS #025-E22-432).

4. Borough Council may approve the trade-in of a 2004 John Deere 4210 Tractor and purchase of a 2025 John Deere 3046R Compact Utility Tractor, from Deere & Company via Atlantic Tractor, LLC of Carlisle, Pennsylvania, through the Commonwealth of Pennsylvania's Cooperative Purchasing Program (COSTARS #4400028317).

D. Sustainable Community & Economic Planning

1. Borough Council may direct the Borough Solicitor to schedule a public hearing on May 8, 2025, at 5:45 p.m. and proceed with public notification for a proposed amendment to the Carlisle Zoning Map in accordance with the Pennsylvania Municipalities Planning Code for Tax Parcel ID 05-20-1796-001 from R-3 High Density Residential District to UM Urban Mixed-Use District.
2. Borough Council may direct the Borough Solicitor to prepare an easement for a driveway through Tax Parcel 06-20-1798-339EX to Tax Parcel 06-20-1798-313 and authorize the mayor to sign the easement for recording.

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

Feb-25 (All meetings will be held at Borough Hall unless otherwise noted.)

17 **Presidents Day-Borough Office Closed**

27 Planning Commission 5:30 PM

Mar-25

3	HARB-Historical Architectural Review Board	5:30 PM
6	Board of Appeals-*pending submissions	5:00 PM
6	Parks & Recreation-Stuart Community Ctr	7:00 PM
6	Zoning Hearing Board	6:00 PM
5	Borough Council Workshop	6:00 PM
13	Borough Council Meeting	6:00 PM
27	Planning Commission	5:30 PM