

BOROUGH OF CARLISLE

COUNCIL MEETING

June 12, 2025

6:00 PM

MOMENT OF SILENCE..... Councilor Roos

PLEDGE OF ALLEGIANCE TO THE FLAG..... Councilor Roos

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

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:

*Public Hearing Minutes May 8, 2025
Council Meeting Minutes May 8, 2025
Special Meeting Minutes May 23, 2025*

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

General Fund	1,142,662
Water Fund	404,728
Stormwater Fund	84,079
Sewer Fund	551,110
Solid Waste Fund	40
Capital Projects Fund	239,609
Parking Fund	137,622
K-9	258
Highway Aid Fund	7,385

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

1. *For Elizabeth Campbell of 46 East High Street to replace 8 windows on front of building, and 1 window on side. Remove and replace existing front stoop and railing.*
2. *For Seth Allen and Diane Fleming of 119 East High Street to Change roof from Architectural shingles and return to a standing seam roof. Replace existing windows with Pella windows. Repair trim as needed. Reinstall wood framed metal clad windows in areas where they were removed and bricked in. Trim to match other existing window trim. Replace 1 triple window with a French door.*
3. *For Wilson Street Holdings, LLC of 145 South Pitt Street to replace existing roof with rubber roof. Replace and repair downspouts. Remove awnings and repaint wood headers and trim. Scrape and repaint all exterior wood on building. Replace windows with new vinyl clad windows. Remove shed. Repair and replace staircase to balcony. Repair/Repaint some brickwork.*

D. Public Safety

1. *Borough Council may authorize the closure of Walnut Street between South West Street and Plum Avenue, with the exception of access for YMCA members to enter the YMCA facility via Arch Street on Saturday, July 19, 2025 from 12 Noon – 6:30 p.m., for a community block party hosted by Bibleway Hibner Memorial Church.*

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 costs and 10% of the fixed costs associated with this event.

2. *Borough Council may approve two (2) special events/street closures requested by Dickinson College as outlined below:*

A. Event: First Year Student Orientation Move in Day

Date: August 27, 2025

Time: 7:00 a.m. – 3:00 p.m.

Location: Cherry St from W. High St to W. Louthier St and Mooreland Ave from W. High St to W. South St.

B. Event: Homecoming

Date: November 8, 2025

Time: 10:00 a.m.- 5:00 p.m.

Location: Belvedere St between W. High St and Biddle Avenue South

Approval shall be 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 and 10% of the fixed costs associated with this event.

3. *Borough Council may authorize the closure of the first block of Mooreland Avenue on July 5, 2025, from 8:00 a.m. to 11:00 a.m. in the Mooreland Elementary School area for the 2025 Summerfair 5K Walk/Run hosted by the Carlisle Summerfair.*

Approval shall be 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.

E. Public Works

1. *Borough Council may conditionally approve assignment of contract for material supplies to the Borough.*
2. *Borough Council may reaffirm the Expedited Consent Agreement between the Borough of Carlisle and the Environmental Protection Agency for the settlement amount of \$2,640 (Two Thousand Six Hundred Forty Dollars).*

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 quote of \$92,670 (Ninety-Two Thousand Six Hundred Seventy Dollars) from Hinton & Associates, Inc for the purchase and installation of replacement computers as part of the Borough's Information Technology maintenance program.
2. Borough Council may reaffirm the execution of contracts with Diesel Direct to purchase the following:
 - a) 40,000 (Forty Thousand) gallons of gasoline at a fixed contract price of \$2.4486 per gallon.
 - b) 33,000 (Thirty-Three Thousand) gallons of diesel at a fixed contract price of \$2.6953 per gallon.
3. Borough Council may approve a quote of \$22,039.34 (Twenty-Two Thousand Thirty-Nine Dollars and Thirty-Four Cents) from Tuckey Restoration to restore two offices, a hallway, and a bathroom at Town Hall due to water damage that occurred on February 17, 2025 with costs for services rendered reimbursed by the Borough's insurance carrier.

B. Public Safety

1. Borough Council may adopt a resolution approving the sale of a 2008 Sutphen Fire Engine VIN Number 1S9A1BLE081003093, to Silver Springs Community Fire Company for \$225,000 (two hundred twenty-five thousand dollars). Approval is subject to the Borough Solicitor's satisfactory review and approval.

C. Public Works

1. Borough Council may enter into an engineering services contract for a not-to-exceed cost of \$87,750 (Eighty-Seven Thousand Seven Hundred Fifty Dollars) with Gannett Fleming, Inc. to provide design services for the Borough's 2025 Water Distribution System Rehabilitation Program, subject to the Borough Solicitor approval of the contract.
2. Borough Council may approve the purchase of a rebuild of the existing washer compactor for the Wastewater Treatment Plant from Kappe Associates of Emmaus, Pennsylvania for \$52,219.00 (Fifty-Two Thousand Two Hundred Nineteen Dollars) through the Commonwealth of Pennsylvania's Cooperative Purchasing Program (COSTARS #016-E23-310).
3. Borough Council may award the lump sum price contract for the Biddle Mission Park Forested Riparian Buffer Project to the lowest responsive bidder, Malco Landscaping, Inc., in the amount of \$76,500 (Seventy-Six Thousand, Five Hundred Dollars), pending receipt of the bonds and insurances required for the Project. Borough Council may also authorize 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.

4. Borough Council may reject all bids received for the 2025 Downtown Traffic Signals Equipment Upgrade Project.
5. Borough Council may authorize the Borough Solicitor to advertise an ordinance amending the Code of the Borough of Carlisle, with respect to Chapter 212, Solid Waste and Recyclables, to provide for a definition of community activities and third-party collector and delete references to licensed haulers.

D. Sustainable Community & Economic Planning

1. Borough Council may consider sending a letter of support for increased investment in public transit across the Commonwealth, particularly through House Bills 1523 and 1524 and companion memoranda introduced by Senators Lindsey Williams and Nikil Saval.
2. Borough Council may consider approving a waiver of preliminary plans and limit of one (1) parking lot entrance on Northside Lane, and approve final plans for Lot 7, Carlisle Auto Industries, subject to conditions imposed by staff and the Planning Commission.

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

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

19 *Juneteenth-Borough Office Closed*

26 Planning Commission 5:30 PM

Jul-24 – (All meetings will be held at Borough Hall unless otherwise noted.)

2 Borough Council Workshop 6:00 PM

3 Board of Appeals-*pending submissions 5:00 PM
Parks & Recreation-*No Meeting in July*

3 Zoning Hearing Board 6:00 PM

4 *Independence Day, Fourth of July-Borough Office Closed*

7 HARB-Historical Architectural Review Board 5:30 PM

10 Borough Council Meeting 6:00 PM