

**BOROUGH OF CARLISLE
COUNCIL MEETING
September 11, 2025
6:00 PM**

MOMENT OF SILENCE..... Mayor Shultz
PLEDGE OF ALLEGIANCE TO THE FLAG..... Mayor Shultz

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

Carlisle Fire Department Awards, Chief Randy O'Donnell

High Street Accessibility Capstone Project, Ming Robinson

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:

Borough Council may approve the Council Meeting Minutes from the August 14, 2025, Council meeting.

B. Approval of Bills and Investment Transactions:

Expenditures as of August 31, 2025

General Water Fund	\$ 1,181,290
Water Fund	\$ 336,989
Stormwater Fund	\$ 111,556
Sewer Fund	\$ 353,407
Capital Project Fund	\$ 219,724
Parking Fund	\$ 24,248
K-9 Fund	\$ 1,815
Highway Aid Fund	\$ 277,592

C. Attendance Approvals

1. *Borough Council may approve Environmental Laboratory Supervisor, Sara Crawshaw, to attend the AWWA Water Quality Technology Conference, November 10-13, 2025, in Tacoma, Washington.*
2. *Borough Council may approve Water Resources Manager, Corey Flythe, Field Operations Crew Leader, Jason Pote, and Water Resources Maintainer I, George Faller III, to attend the 2025 PSATS Public Works Expo, December 15-16, 2025, in Pocono Manor, Pennsylvania.*
3. *Borough Council may approve co-responders Luray Schlegel and Jay Leader to attend the Pennsylvania Commission on Crime and Delinquency Statewide CIT Conference, October 28 – 29, 2025 in State College, PA.*

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

1. *A request for a Certificate of Appropriateness for Cumberland County Housing and Redevelopment Authorities of 108-114 N. Hanover Street to replace windows, and replace and repair damaged sections of fascia, soffit, and repaint.*
2. *A request for a Certificate of Appropriateness for Alyssa DeBlasio of 126 S. Pitt Street to repair and replace gutter downspout, soffit, fascia, and corbels. Scrape, prime, and repaint front and north side façade.*
3. *A request for a Certificate of Appropriateness for Seth Allen and Diane Fleming of 119 E. High Street to replace front door and transom; and Replace trim around door with in-kind material, subject to evidence the door cannot be repaired, to the satisfaction of the Zoning Officer, be provided, and that the new door have 8 panels.*
4. *A request for a Certificate of Appropriateness for Martin Siefering of 178 W. South Street to install solar panels.*
5. *A request for a Certificate of Appropriateness for Chipper Properties of 114 S. Pitt Street to replace a standing seam roof with in-kind material.*
6. *A request for a Certificate of Appropriateness for Freehold Enterprises, LLC of 207 N. Hanover Street to install a sign.*
7. *A request for a Certificate of Appropriateness for Lawrence Snyder of 70 Walnut Street to replace roof and siding with in-kind material.*
8. *A request for a Certificate of Appropriateness for Wilson Street Holdings, LLC of 145 S. Pitt Street to replace*

exterior wood stairs with in-kind material.

9. *A request for a Certificate of Appropriateness for Caprice Properties, LLC of 121 W. High Street to remove an existing awning, replace missing center transom glass, and construct a standing seam metal pent roof, subject to the existing trim being preserved.*

E. Public Safety

1. *Borough Council may approve the temporary use of 3 spaces in the West Chapel Avenue Parking Lot by Earth, Artisan & Outfitter for “Earth Happenings” events, highlighting Environmental education, outreach, activities, and earth-based pop-up shops in accordance with other Earth and downtown Carlisle community events scheduled on the following dates:*

*Saturday, 10/18/25 8am to 5pm
Saturday, 11/29/25 8am to 5pm
Saturday, 12/06/25 8am to 5pm
Thursday, 12/18/25 4pm to 10pm
Saturday, 12/20/25 8am to 5pm
Saturday, 03/21/26 8am to 5pm
Saturday, 04/25/26 8am to 5pm
Saturday, 05/09/26 8am to 5pm
Saturday, 06/06/26 8am to 5pm
Saturday, 06/13/26 8am to 5pm*

Approval shall be contingent upon the receipt of a valid Certificate of Insurance form, naming the Borough of Carlisle as an additional insured.

F. Sustainable Community & Economic Planning

1. *Borough Council may approve an extension request by PennTerra Engineering, Inc. on behalf of S&A Homes and waive all other requirements of the Borough’s subdivision and land development ordinance, for Phase 2C and 5 of the Chesterfield Subdivision. The new deadline shall be December 11, 2025.*
2. *Borough Council may approve an extension request by Barley Snyder on behalf of Carlisle Allen, LLC for the development of 207 Allen Road. The new deadline shall be March 16, 2026.*

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 retroactively approve the Borough Manager's approval of a proposal in the amount of \$22,000 (Twenty-Two Thousand Dollars) from Eco Clean Power Washing to clean all interior and exterior surfaces of the Pomfret Street Parking Garage.
2. Borough Council may approve the 2025 Minimum Municipal Obligation (MMO) budgets in the amount of \$358,610 (Three Hundred Fifty-Eight Thousand Six Hundred and Ten Dollars) to fund the police, non-uniformed employees, and 401(a) pension plans for 2026 as required by Act 205 of the Commonwealth of Pennsylvania.

3. Borough Council may adopt a resolution taking the following actions:

Authorize additional supplemental budget appropriations to those funds and departments outlined in said resolution.

Furthermore, amend the 2025 – 2029 CIP to add projects approved in 2025 and any 2024 projects not completed and carried over to 2025.

B. Parks & Recreation

1. Borough Council may approve a license agreement with Carlisle Senior Housing Associates to install a wireless point-to-point radio network at the Licensors' apartment building at 1 West Penn Street, to carry security data from the Fairground Avenue Linear Park to the Borough's camera network at the Carlisle Police Station.
2. Borough Council may approve a contract with DSC Solutions, LLC to provide janitorial services for the Borough facilities of Borough Hall, Public Works Garage, Stuart Community Center and the Police Department for \$51,000 (Fifty-one thousand dollars) for a one-year term effective, January 1, 2026.

C. Public Safety

1. Borough Council may approve the purchase of a 2026 Ford Police Interceptor Utility Hybrid from New Holland Auto Group totaling \$47,457 (Forty-Seven Thousand Four Hundred Fifty-Seven Dollars) through the Commonwealth of Pennsylvania's Cooperative Purchasing Program (COSTARS #013-E22-223).
2. Council may approve the purchase and installation of a Hanwah Camera Server from Hilton's Lock and

Security in the amount of \$35,250 (Thirty-Five Thousand Two Hundred and Fifty Dollars) through the Commonwealth of Pennsylvania's Cooperative Purchasing (COSTARS) Program. (COSTARS number 040-E22-179).

D. Public Works

1. Borough Council may enter into an engineering design services contract with Dawood Engineering, Inc., for \$38,590 (Thirty-Eight Thousand, Five-Hundred, and Ninety Dollars). This contract is for the Striping plus Speed Humps Option 1.5, for the Borough's Bedford & East Street Corridors Traffic Calming Project, subject to Borough Solicitor approval of the contract.
2. Borough Council may award the total unit price contract for the Traffic Signal Generator Ready Equipment Project to the lowest responsive bidder, Kuharchik Construction, Inc. of Exeter, Pennsylvania, in the amount of \$48,675 (Forty-Eight Thousand Six Hundred Seventy-Five Dollars), pending receipt of the bonds and insurances required for the Project.
3. Borough Council may approve the contracts for three HVAC projects with Tuckey Mechanical Services, Inc. of Carlisle, Pennsylvania, for a total of \$97,745.85 (Ninety-Seven Thousand Seven Hundred Forty-Five Dollars and Eighty-Five Cents) through the Commonwealth of Pennsylvania's Cooperative Purchasing Program (COSTARS #119884). The projects include the replacement of a chiller compressor, the installation of four mini-split units in town hall, and the replacement of a leaking water coil.

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, 2024, through June 30, 2025.
2. Borough Council may waive preliminary plans and a public outreach meeting and approve the Final Land Development Plan for Wolfe and Tiger, LLC to develop Lot #5 in Rittner Park at 1625 Rittner Highway in the I-1 General Industrial Zoning District, subject to the applicant's acceptance and satisfactory resolution of the conditions listed herein.

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

Community Trust and Resource Prioritization

ADJOURNMENT

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

25	Planning Commission	5:30 PM
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Oct-25 – (All meetings will be held at Borough Hall unless otherwise noted.)

1	Borough Council Workshop	6:00 PM
2	Board of Appeals-*pending submissions	5:00 PM
2	Parks & Recreation-Stuart Community Ctr	7:00 PM
2	Zoning Hearing Board	6:00 PM
6	HARB-Historical Architectural Review Board	5:30 PM
9	Borough Council Meeting	6:00 PM