

**BOROUGH OF CARLISLE
COUNCIL MEETING
October 9, 2025
6:00 PM**

MOMENT OF SILENCE..... Deputy Mayor Landis
PLEDGE OF ALLEGIANCE TO THE FLAG..... Deputy Mayor Landis

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.

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

Beth Kempf, Community CARES Update

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 of September 11, 2025.
Borough Council may approve the Public Hearing Minutes of September 11, 2025: Consolidated Annual Performance and Evaluation Report (CAPER)*

B. Approval of Bills and Investment Transactions:

Expenditures as of September 30, 2025

<i>General Water Fund</i>	<i>\$ 1,260,610</i>
<i>Water Fund</i>	<i>\$ 1,354,975</i>
<i>Stormwater Fund</i>	<i>\$ 117,559</i>
<i>Sewer Fund</i>	<i>\$ 1,144,264</i>
<i>Solid Waste Fund</i>	<i>\$ 4,000</i>
<i>Capital Project Fund</i>	<i>\$ 575,076</i>
<i>Parking Fund</i>	<i>\$ 84,132</i>

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

1. A request for a Certificate of Appropriateness for Donald McClean of 46 East Pomfret Street to install an electric meter.
2. A request for a Certificate of Appropriateness for Mark Bayley of 17 West South Street to replace existing porch floorboards and trim around porch posts.
3. A request for a Certificate of Appropriateness for Sinjin Martin of 285 South Pitt Street to replace windows.
4. A request for a Certificate of Appropriateness for Ben Espenshade of 143-145 West Louther Street to replace a slate roof, subject to the use of composite shingles up to and across the roof peak at the side of the structure facing West Louther Street, with architectural shingles permitted on the opposite side facing West Locust Avenue, and the proposed replacement of gutters and downspout be in-kind.
5. A request for a Certificate of Appropriateness for Cumberland County of 2 Courthouse Avenue to replace the existing brick chimney in-kind and replace pavers.
6. A request to amend a Certificate of Appropriateness for Matthew Darhower of 152 North Hanover Street for the in-kind replacement of deck boards and roof boards and to install new supports for the rear deck.
7. A recommendation to Borough Council for the Downtown Carlisle Association to install a wall-mounted mural at 134 West High Street.

D. Budget & Finance

1. Borough Council may retroactively approve the Borough Manager's approval of a special event request by Penn State Dickinson Law Antiracist Development Institute to utilize four parking meters at 40 West High St., directly in front of the Carlisle Theatre, where the event is being held, for purpose of shuttling attendees from the law school to the theatre, scheduled for Wednesday October 8, 2025, from 10:00 AM – 12:30 PM

E. ERCP

1. Borough Council may retroactively appoint Samuel Pimental as the Dickinson College Student Ambassador to Borough Council. The term was effective September 11, 2025, and shall expire May 14, 2026, with the option of reappointment for an additional year of service thereafter.
2. Borough Council may accept the resignation of Michael Jean from the Letort Regional Authority effective October 16, 2025.

F. Public Safety

1. Borough Council may rescind its April 10, 2025 approval of the Annual Halloween Parade route and authorize the following street closures for this event, which is scheduled for October 22, 2025 from 7:00 p.m. to 8:30 p.m. including staging from 6:00 p.m. – 7:00 p.m. The street closures include Garrison Lane, Porter Avenue and North Spring Garden Street, East North Street to North Hanover Street to High Street from Hanover to College. This is an amended route due to potential PennDOT construction on South Hanover Street. Approval is contingent upon PennDOT approval.

2. *Borough Council may approve a special event request by Downtown Carlisle Association for Benchfield Farms to utilize three parking meters on N Courthouse Avenue just north of W High St., for purposes of "Halloween Wagon Rides" scheduled for the Halloween events on October 23, 2025, and October 24, 2025, from 6:00 p.m. to 8:00 p.m. 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.*

REGULAR AGENDA

TABLED, CONTINUED, AND RECURRING ITEMS

REPORTS FROM ELECTED OFFICIALS

A. Mayor's Report

2025 Extra Mile Day Proclamation

REPORTS FROM COMMITTEES

A. Budget & Finance

1. Borough Council may approve a quote of \$42,870 (Forty-Two Thousand Eight Hundred Seventy Dollars) from Hinton & Associates, Inc, for the purchase and installation of a replacement Borough Hall Server as part of the Borough's Information Technology maintenance program. Subject to satisfactory review and approval by the Borough Solicitor.
2. Borough Council may authorize the Borough Manager to execute a four-year contract for the supply of 100% renewable electricity with the lowest qualified bidder, locking in the rate based on market conditions on Friday, October 10, 2025. This authorization is contingent upon final review and approval by the Mayor and Borough Solicitor.

B. Public Works

1. Borough Council may award the total unit price contract for the Downtown Traffic Signal Equipment Upgrade Project to the lowest responsive bidder, Herr Signal & Lighting Co., Inc. of Grantville, Pennsylvania, in the amount of \$386,577.00 (Three Hundred Eighty-Six Thousand Five Hundred Seventy-Seven dollars), pending receipt of the bonds and insurances required for the Project.

C. Sustainable Community & Economic Planning

1. Borough Council may consider enacting an Ordinance amending the Code of the Borough of Carlisle, Chapter 183 - Property Maintenance, establishing procedures and requirements for the demolition of buildings and structures in the UM Mixed Use District. **(Roll Call Vote)**

or

Borough Council may consider drafting and advertising an Ordinance amending the Code of the Borough of Carlisle, Chapter 183 - Property Maintenance, establishing procedures and requirements for the demolition of buildings and structures in the UM Mixed Use District to be considered for enactment at the regularly scheduled November 13, 2025 Council Meeting or at a later Council Meeting selected by Council.

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

A. Council Report- Community Trust and Resource Prioritization

Borough Council may consider taking action on one or both of the following:

1. Approve a Resolution to uphold community trust, ensure the efficient use of Borough resources for local priorities, and affirm the Borough's Home Rule authority in accordance with the Borough Charter and Strategic Plan.
2. Direct the Borough Solicitor to draft and advertise an ordinance to uphold community trust, ensure the efficient use of Borough resources for local priorities, and affirm the Borough's Home Rule authority in accordance with the Borough Charter and Strategic Plan. Said ordinance would be considered for enactment at the regularly scheduled November 13, 2025 Council Meeting or at a later Council Meeting selected by Council.

ADJOURNMENT

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

15	Municipal Authority-October at the Water Treatment Plant	5:00 PM
21	Sewer Authority- at the Water Pollution Control Facility	3:00 PM
23	Planning Commission	5:30 PM

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

3	HARB-Historical Architectural Review Board	5:30 PM
3	Human Relations Commission-Quarterly Feb, May, Aug, Nov	1:00 PM
5	Borough Council Workshop	6:00 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
11	<i>Veterans Day-Borough Office Closed</i>	
13	Borough Council Meeting	6:00 PM
17	Budget Meeting (tentative)	6:00 PM
18	Budget Meeting (tentative)	6:00 PM
24	Planning Commission	5:30 PM
27	<i>Thanksgiving Day-Borough Office Closed</i>	
28	<i>Borough Office Closed</i>	