

**BOROUGH OF CARLISLE
COUNCIL MEETING MINUTES
September 11, 2025**

Present at the meeting: Mayor Shultz, Deputy Mayor Landis, Councilors Mellen, Perry, Shiles, and Stuby. Also present were Borough Manager Armstrong, Solicitor Brenneman, Chief Landis, Assistant Borough Manager Juday, Finance Director Cohen, Water Resources Director Abeln, Sustainable Community and Economic Planning Director Woolston, Borough Engineer & Director of Transportation and waste Management Bergsten, Parks and Recreation Director Crouse, HR Director Berrier, Fire Chief O'Donnell, Public Information Coordinator Taylor, and Borough Secretary Blair.

Mayor Shultz called the Council Meeting to order at 6:01 p.m. and led the moment of silence dedicated to those who gave their lives on September 11, 2001.

Borough council voted 6-0 to allow Councilor Jackie Roos to attend the meeting by Zoom. (Landis/Mellen)

PRESENTATIONS

1. Chief Randy O'Donnell gave a brief introduction explaining the new process for awards. He then turned the podium over to Chief Grimes who described the harrowing situation the evening of May 13, 2025, during the residential structure fire at 629 South Hanover Street. Chief Grimes called on Chief Hankin, Chief Landis, Chief Wescott, Chief Metzker, Mayor Shultz, and Borough Manager Armstrong to assist in presenting awards to numerous members of the Carlisle Fire Department, Cumberland EMS, and the Carlisle Police Department for outstanding service to the community.

Mayor Shultz took the opportunity to invite the community to volunteer for the Carlisle Fire Department.

2. Ming Robinson presented research on the High Street Accessibility Capstone Project-Dickinson College highlighting suggested improvements in the downtown Carlisle area.

CITIZENS TO BE HEARD

Brian McDermott of 343 G St. provided a concern over recent and potential bicycle-car accidents and requested that Carlisle police enforce traffic laws to protect bicyclists who lawfully ride in the street. He expressed a safety concern regarding riding bicycles on the sidewalk and requested the Borough provide the infrastructure that, due to the increase in this form of transportation, would keep bicyclists safer.

Mayor Shultz provided a note that the Borough is in the process of updating all the older policies continuously, and that the East St. & Bedford St. line painting is a test to determine if the Borough should move forward with something more permanent.

CONSENT AGENDA- Borough Council voted 7-0 to approve the Consent Agenda. (Landis/Mellen)

A. Minutes:

Borough Council approved the Council Meeting Minutes from August 14, 2025.

B. Approved Bills and Investment Transactions:

Expenditures as of August 31, 2025

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

C. Attendance Approvals

- 1. Borough Council approved Environmental Laboratory Supervisor, Sara Crawshaw, to attend the AWWA Water Quality Technology Conference, November 10-13, 2025, in Tacoma, Washington.*
- 2. Borough Council approved 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 approved 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 Borough Council voted 7-0 to approve requests for the following Certificates of Appropriateness:

- 1. 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. 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. 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. Martin Siefering of 178 W. South Street to install solar panels.*
- 5. Chipper Properties of 114 S. Pitt Street to replace a standing-seam roof with in-kind material.*
- 6. Freehold Enterprises, LLC of 207 N. Hanover Street to install a sign.*
- 7. Lawrence Snyder of 70 Walnut Street to replace roof and siding with in-kind material.*

8. *Wilson Street Holdings, LLC of 145 S. Pitt St. to replace exterior wood stairs with in-kind material.*
9. *Caprice Properties, LLC of 121 W. High St. 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 approved 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 is 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 approved 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 approved 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-None

REPORTS FROM ELECTED OFFICIALS-None

REPORTS FROM COMMITTEES

A. Budget & Finance

1. Borough Council voted 7-0 to 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. (Landis/Shultz)
2. Borough Council voted 7-0 to 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. (Landis/Shultz)
3. Borough Council voted 7-0 to adopt a resolution taking the following actions: (Landis/Shultz)

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

Furthermore, amend the 2025 – 2029 CIP to add projects previously excluded and for 2024 projects not completed and carried over to 2025.

A. Parks & Recreation-Councilor Mellen, as co-chair, proceeded with the motions on behalf of Councilor Roos.

1. Borough Council voted 7-0 to approve a license agreement with Carlisle Senior Housing Associates to install a wireless point-to-point radio network at the Licensor's 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. (Mellen/Stuby)
2. Borough Council voted 7-0 to 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. (Mellen/Stuby)

B. Public Safety

1. Borough Council voted 7-0 to 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). (Shultz/Mellen)

2. Borough Council voted 7-0 to 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). (Shultz/Mellen)

C. Public Works

- 1) Borough Council voted 7-0 to enter 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. (Stuby/Shiles)

Comments:

- a. Hannah Roman of 613 N. Hanover voiced her approval of the proposed changes.
 - b. Otto Kiernan of 236 S. Pitt St voiced his approval of the proposed changes.
 - c. Don Smith of 350 H. St. opposed the proposed changes and asked that the vote be delayed until after the upcoming election.
 - d. Eric Smith of 121 S. East St. preferred Option 2 with vertical barriers.
 - e. Tina Ziegler of 120 E. Louther St. voiced her approval of the proposed changes.
 - f. Jen McDuffy of 702 N. Pitt St. expressed her appreciation for all the work that went into the design of the project and preferred option 2.
 - g. Brian McDermott of 343 G. St. voiced his approval of the proposed changed, but preferred option 2.
 - h. Deputy Mayor Landis expressed the reasoning behind incremental improvements and noted that these improvements begin and end at elementary schools. Once this is complete another evaluation will be done to see if the Borough can continue to improve bicycle safety in this area.
 - i. Mayor Shultz commented that the trend is toward this new form of transportation, and their intent is to promote bicycle and pedestrian safety. He then addressed the opposition to the project and the lack of safety involved with that change.
- 2) Borough Council voted 7-0 to 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. (Stuby/Shiles)
 - 3) Borough Council voted 7-0 to 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. (Stuby/Shiles)

D. Sustainable Community & Economic Planning

1. Borough Council voted 7-0 to 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. (Shiles/Landis)
2. Borough Council voted 7-0 to 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. (Shiles/Landis)

NEW BUSINESS

Don Smith of 350 H. St. expressed that he has spent a lifetime looking for opportunities to help people and suggested that we work together to serve everyone. He pointed out the speed that new electric bicycles can travel and how they compare to a standard bicycle. He noted that the Borough was considering allowing businesses in residential neighborhoods but are taking traffic lanes away.

REPORTS FROM COUNCIL MEMBERS & STAFF

Community Trust and Resource Prioritization

Mayor Shultz provided an overview of the general practices concerning the Borough's role in Federal enforcement of immigration laws, which are already in line with the proposed ordinance brought to council by Borough residents several months ago. He brought forth a statement, resolution, and ordinance open for public comment. He noted that the Borough doesn't play a role in immigration enforcement, and they don't request information unless it is related to a local investigation. He then described the differences between the statement, resolution, and ordinance as only procedural, with the main difference being the time to enact any one of them.

Deputy Mayor Landis discussed the process, the intent of the action, the reasoning behind the name change, and the necessity of walking it through the legal review.

Councilor Perry discussed the limited power held by local Council, voiced appreciation for those who have come forward, and thanked everyone for their patience in understanding why it has taken so long to get to this point.

Councilor Shiles noted that he was more in favor of the Ordinance and read from a prepared statement.

Councilor Mellen stated that while she understands the community's desire to make a difference, she would vote no on both the Ordinance and the Resolution. She felt the statement already addresses the six points that the Borough is already doing, making both the ordinance and resolution redundant. She indicated that there is no evidence of potential benefit that would outweigh the consequences of passing either. She brought up the potential harm the Resolution or Ordinance could bring to the Borough, including opening the Borough up to lawsuits from the Justice Department that would require taxpayer dollars to defend, and the possibility of losing current and future state and federal funding, which the Borough relies on. She noted that passing an ordinance does nothing to prevent ICE from staging immigration holding at Carlisle Barracks and that the ordinance could also invite the attention of ICE and harm those it aims to protect. Councilor Mellen concluded by stating she supports the statement and not the resolution or ordinance.

Councilor Stuby indicated that although he approves of both the Ordinance and Resolution, he supports the statement.

Councilor Roos preferred the Resolution over the Ordinance because it allows more flexibility and expedience but would also be in favor of the Ordinance.

Deputy Mayor Landis indicated she was more in favor of the ordinance and would like the community to be able to have the opportunity to absorb the information prior to vote.

Mayor Shultz indicated for the sake of transparency; in the future he would like to have this kind of information available to the public a little sooner. He then went on to echo Councilor Mellen's concern, reiterating that if ICE wants to come into the Borough there is nothing anyone can do to stop them. He described conversations with legal immigrants who expressed fear the ordinance would put a target on their backs, expressing concern should the ordinance pass. Mayor Shultz noted the Ordinance or Resolution will not solve the problem of immigration. Mayor Shultz supported the statement, and said he trusts the Carlisle Police Department, who have their rules and policies to follow, who have repercussion if violated; noting they are not authorized or encouraged or capable of doing immigration enforcement.

Mayor Shultz, with the assistance of Solicitor Brennehan, described the detailed process of the statement, resolution, and ordinance.

Deputy Mayor Landis indicated she would vote for an Ordinance when the time came.

Curtis Hedrick of 319 E. North St. suggested that the goal of the Ordinance was to make Carlisle a Sanctuary City which could cause harm to innocent immigrants. He indicated that it would invite ICE in to perform raids. He reiterated what Mayor Shultz said about the Police Department and that he isn't aware of anyone being discriminated against for being an immigrant. He said putting a Sanctuary City sign up will attract the worst of the immigrants as has been seen all over the country, adding that a lot of places are getting out of home rule. He said we should look at history vs. reality today and realize that if we are already doing everything that could be done, why complicate things.

John Werner of 157 S. Pitt St. declared that the ordinance was born out of the recommendation of numerous agencies, all of whom feel that ordinances like this are the best way to protect immigrants in the community, and not a sense of powerlessness or striking a blow at any administration in Washington.

Jen McDuffy of 702 N. Pitt St stated, for clarification purposes, there is no such thing as a sanctuary city and the discussion was about an ordinance or resolution, and she applauded the council for caring. She asked council to consider either the resolution or ordinance. She clarified that these documents would make it harder for ICE to do their jobs and that was the intent of the documents. She stated that an ordinance gives people the most protection.

Owen Parker of 613 N. Hanover St. supported both the resolution and the ordinance, preferring the ordinance, however agreeing that it may attract unwanted attention. He also supports the police department for the safety and dignity of the community. He agrees with Jen McDuffy that the ordinance will create a friction that ICE will want to avoid.

Eric Smith of 121 S. East St. supports the resolution as it would be passed quickly, followed by an ordinance. He doesn't think the statement goes far enough and could be changed too quickly.

Tina Ziegler of 120 E. Louther St. thanked Council for taking the ordinance seriously, stated she believes the ordinance is the strongest protection available to the public, appreciates the name change, and reiterated John Werner's comments on the recommendation of numerous agencies.

Robert Herman of 327 E. North St. liked the idea of kicking the can down the road because there is not enough information available about this right now and didn't want the Police Department to have their hands tied. He discussed illegal vs. legal immigrants and didn't believe it was fair that community tax dollars would be used to support illegal immigrants. He suggested that the public should be allowed to vote on it in November. He didn't want the police department's hands cuffed to the point of not being able to protect the legal residents of the community. He doesn't believe 11 people should be able to make this decision for the entire community.

Otto Kierman of 222 S. Pitt St. was in favor of the Ordinance.

Victor Trainey of 126 S. Hanover St. was in favor of immigrants coming into the community.

Jerry Fitsimons of 734 W. Penn St. was in favor of supporting immigrant neighbors.

Michael Barnes expressed confusion and stated that there are laws already in place to make it legal to come into the United States. He was concerned that we make things too racist at times and the law already states you can't come into the country illegally. He indicated that council was trying to vote on something that has already been decided.

Jeff Inglehardt of 218 S. West St., a Professor at Dickinson College, is in favor of the Resolution or Ordinance to reassure safety for his international students and colleagues.

Isabelle Harmon of 115 E Ridge St., read through a comment on the Borough's Zoom feed, that expressed a fear of "what could be" and wanted to stand with the residents and vote on the Ordinance.

Leah McDermott 343 G. St. was in favor of helping immigrants, however, took a position in agreement with Councilor Mellen that the risks outweigh the benefit and asked that Council vote No on the issue for now.

Councilor Mellen followed up on Ms. Fitzsimons statement in support of the migrant neighbors and clarified that an Ordinance will not keep ICE out of the community, rather that it would attract ICE faster than if they were not to pass the Ordinance.

Councilor Stuby suggested that Council move forward with the revised statement outlining what the Borough already does. He appreciated the community's participation in the proposed action, noting valid concerns moving forward, such as financial retribution on the taxpayers. He again suggested moving forward with the statement and discussing the Resolution and Ordinance at the October Workshop or Council meeting.

Councilor Shiles suggested removing a portion of the statement as no longer valid.

Councilor Stuby read the revised version of the statement noting the changes.

Councilor Perry mentioned recent Supreme Court rulings favoring immigration reform, resulting in fear of being targeted, and suggested an anti-color agenda to include deporting American citizens. The gallery responded simultaneously with Mayor Shultz calling for order. Ms. Perry stated that ICE was "coming after anybody regardless of whether you are naturalized or not", and concluded, "they don't want anybody else here but white". In conclusion, Ms. Perry was in favor of waiting to vote on either the Resolution or Ordinance.

Deputy Mayor Landis agreed with Councilor Perry that legal immigrants are getting swept up in ICE, then went on to explain the process of Council's powers and how to direct resources acting in the best interests of the community.

Mayor Shultz introduced Sam Pimental, the new Student Ambassador from Dickinson College.

Borough Council voted 7-0 to approve the revised statement with the previously noted edits. (Stuby/Mellen)

Mayor Shultz noted that it was agreed that the Resolution and Ordinance would be on the Council Workshop agenda on October 1, 2025, with a possible vote on the Resolution at the October 9, 2025, Council meeting and depending on how Council chooses to go, the Ordinance for passage in November.

Per Council's directive, the revised statement was adopted and both a draft Ordinance and Resolution will be on the October 1, 2025 agenda for discussion as well as placed on the Borough's website.

Councilor Shiles discussed a request from a resident that Council pass a Resolution in favor of community solar, referencing legislation within the state, writing a letter for state support.

ADJOURNMENT

Mayor Shultz thanked everyone for participating and there being no further business, the Council meeting adjourned at 8:44 p.m.

Sean M. Shultz, Mayor

Patricia Blair, Borough Secretary