

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

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, Borough Engineer & Director of Transportation and waste Management Bergsten, Parks and Recreation Director Crouse, 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.

Deputy Mayor Landis dedicated the moment of silence to those things that give you joy and make you happy.

Borough Council voted 6-0 to allow Councilor Roos to attend the council meeting by Zoom.

PRESENTATIONS

Mayor Shultz presented Beth Kempf, Executive Director of Community CARES with the 2025 Extra Mile Proclamation dedicated to all of the work they do for the community, then Ms. Kempf followed with an update on the progress to date with expectations through the end of the year.

CITIZENS TO BE HEARD

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

A. Minutes:

Borough Council approved the Council Meeting Minutes of September 11, 2025.

Borough Council approved 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- *Borough Council voted 7-0 to approve a request for a Certificate of Appropriateness for the following:*

- 1. Donald McClean of 46 East Pomfret Street to install an electric meter.*
- 2. Mark Bayley of 17 West South Street to replace existing porch floorboards and trim around porch posts.*

3. *Sinjin Martin of 285 South Pitt Street to replace windows.*
4. *Ben Espenshade of 143-145 West Louthier 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 Louthier 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. *Cumberland County of 2 Courthouse Avenue to replace the existing brick chimney in-kind and replace pavers.*
6. *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. *Downtown Carlisle Association to install a wall-mounted mural at 134 West High Street.*

D. Budget & Finance

1. *Borough Council retroactively approved 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 retroactively appointed 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 accepted the resignation of Michael Jean from the Letort Regional Authority effective October 16, 2025.*

F. Public Safety

1. *Borough Council rescinded its April 10, 2025 approval of the Annual Halloween Parade route and authorized 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 approved 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

REPORTS FROM COMMITTEES

A. Budget & Finance

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

B. Public Works

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

C. Sustainable Community & Economic Planning

1. Due to delays at the Federal level, Real Estate Collaborative through Martson Law, requested a delay in the vote on the Demolition Ordinance, which was supported by Mayor Shultz as the Borough is working with them on the related project. Council voted 7-0 to draft 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. (Shiles/Landis)

REPORTS FROM COUNCIL MEMBERS & STAFF

A. Council Report- Community Trust and Resource Prioritization

Mayor Shultz clarified what the ordinance and resolution will not Label Carlisle as a "Sanctuary City" or shield individuals from consequences of criminal behavior. It will Affirm the Borough's commitment to local governance, community trust, and the efficient use of Borough resources.

Mayor Shultz confirmed that the ordinance formalizes what the Borough is already doing, focusing local resources on local priorities and not on immigration enforcement.

1. Rather than approve a Resolution, Borough Council voted 6-1 to 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. (Shiles/Perry with Councilor Mellen as the dissenting vote)

Comments:

- a) Dody Wise of 241 Westridge St. was not in support of either the Resolution or Ordinance.
- b) Devon Spiva of 106 S. West St. was in support of the Ordinance.
- c) Amanda Smith of 6 Buchanon Dr. was in support of the Ordinance.
- d) Jessie Sherborn of 537 N. Hanover was in support of the Ordinance.
- e) Amanda Howard of 540 Holly Pike supports those who come here legally, and questions why there will be an Ordinance passed for procedures that the Borough is already doing.
- f) Wesley Rowe of 247 W. Willow St. was concerned about the values and intentions of those we invite into our homes, saying that it's not us trying to be monstrous here, it's just trying to be rational, to be sure the people already here are not taken advantage of.
- g) Eric Smith of 121 S. East St. read a statement from Brian McDermott of 343. G. St. in support of the Ordinance.
- h) Mark Price of 787 S. West St. was in support of the Ordinance.
- i) Margaret Frolich of 238 W. Pomfret St. was in support of the Ordinance.
- j) Ann Geiger of 40 Northside Court was in support of the Ordinance.
- k) Andrew Wagner of 267 Westridge St. was in support of the Ordinance.
- l) Holden Burkholder of 60 W. Pomfret St. was in support of the rule of law.
- m) Carl Moll of 804 Hillside Dr. was in support of the Ordinance.
- n) Angela Smith of 126 S. West St. requested a clarification on who decides if a provision has been broken, how it's enforced, and what is the penalty. Mayor Shultz explained that there is disciplinary actions for Borough employees, different for uniformed and non-uniformed officers, determined by the facts of each incident and that Home Rule Charter places that decision on the Borough Manager.
- o) Marilyn Smith of 126 S. West St. used Carlisle Indian Industrial School as an example of how we should treat immigrants.
- p) Jessica Smith of 262 W. North St. questioned the repercussions, potential retaliatory action by the Federal Government. As this was a comment portion of the meeting, Councilor Mellen advised Ms. Smith to review the statements made at the previous meeting and, per procedure, Ms. Mellen reviewed those statements after all comments had been made by the gallery. Ms. Smith chose to stand at the podium and continue to repeat the same question regardless of the procedural directive.
- q) Pia Mancini of 27 N. College St. #1549, a student at Dickinson College, was in support of the Ordinance.
- r) Iota Gudina of 155 E. North St. was in support of both the Ordinance and the new roundabout.

Mayor Shultz closed the public comments session and asked for any additional comments by Council.

Councilor Mellen clarified her statements from the October 9th meeting regarding retaliatory action by the federal government, a loss of current and potential funding, and bringing ICE activity to the Borough. She also clarified that the as per procedure, the public comment session was not meant for public debate.

Councilor Perry thanked everyone for coming and said that it is important to hear from everyone. She made it clear that Council member are also members of the community and are affected by the same things.

Councilor Shiles appreciated Councilor Mellen's caution, then provided a history of what was once illegal but is not legal, concluding how law can be flexible over time.

Deputy Mayor Landis is in support of voting for the Ordinance.

Councilor Stuby appreciated the comments from both Councilors Mellen and Perry from the last meeting; both being negatively called out. He asked that everyone take a step back to look at the text of the Statement, Resolution and Ordinance. Sections 4 & 5, reviewing the provisions, is already what exists in Borough. He noted that this would only be codifying what is already Borough policy. He mentioned that many of the municipalities that were on the current administration's list of Sanctuary Cities have not passed an Ordinance such as the one they were considering. He then indicated that he was in favor of both the resolution and drafting and advertising for the Ordinance.

Mayor Shultz thanked everyone for their comments, provided a little personal history of prejudice, then indicated he would vote to move forward with this Ordinance for November.

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.

Councilor Shiles brought up the PA Electricity Collaborative Ordinance for discussion in subsequent meetings.

Deputy Mayor Landis along with parks and Recreation Director Crouse announced the change to the Halloween Parade route.

Councilor Mellen noted the Pennsylvania Municipal League conference she attended over the weekend, and how they awarded the Distinguished Service Award to the Carlisle Police Department for the 2 years of Community Service involving Connor Taverna. She then gave a brief description of the many actions they took in serving young Connor so compassionately and doing so on their own time.

Borough Secretary Blair asked a question on email comment procedures and Borough Manager explained policy.

Student Ambassador Pimental noted the upcoming Dickinson events that are open to the general public and invited everyone to attend.

ADJOURNMENT

Mayor Shultz thanked everyone for participating and there being no further business, the Council meeting adjourned at 8:02 p.m.

Sean M. Shultz, Mayor

Patricia Blair, Borough Secretary