

**BOROUGH OF CARLISLE
COUNCIL MEETING MINUTES
April 9, 2026
6:00 PM**

Present at the meeting: Mayor Shultz, Deputy Mayor Perry, Councilors James, Mellen, Roos, Shiles, Stuby, and Student Ambassador Pimental. Also present were Borough Solicitor Brenneman, Finance Director Cohen, Water Resources Director Abeln, Sustainable Community and Economic Planning Director Woolston, Parks and Recreation Director Crouse, HR Director Berrier, Police Chief Landis, Public Information Coordinator Taylor, and Borough Secretary Blair.

Mayor Shultz called the meeting to order at 6:00 p.m., quoted 2 of the Artemis II astronauts from the previous week's launch, and dedicated the moment of silence to "how we can choose each other". He then led the Pledge of Allegiance.

PRESENTATIONS-None

CITIZENS TO BE HEARD

Neil Diamont of 44 E. Louther St. brought forward the issue of garbage trucks emptying dumpsters behind his home in the early morning hours, as early as 3:00 am and regularly at 5:30am. Mr. Diamont presented council with a copy of the location of the dumpsters, as well as a copy of Chapter 170 of the Borough Code, Article III Noise Control. Jared Woolston, Director of Sustainable Community and Economic Development, met with Mr. Diamont to discuss and resolve.

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

A. Minutes:

Borough Council approve the Council Meeting Minutes March 12, 2026

**B. Approval of Bills and Investment Transactions:
Expenditures as of March 31, 2026**

General Fund	\$ 1,036,887
Water Fund	\$ 398,225
Stormwater Fund	\$ 78,657
Sewer Fund	\$ 418,165
Solid Waste Fund	\$ 83
Capital Project Fund	\$ 288,889
Parking Fund	\$ 39,800

C. HARB-Borough Council approve Certificate of Appropriateness for the following:

1. *Susquehanna Regional Transportation Authority for the property located at 1 Courthouse Square to install a ticketing machine.*
2. *Paul & Susie Cherchuck for the property located on Mulberry Avenue with Parcel ID No. 02-21-0318-291A to replace existing siding; replace trim boards; replace/repair existing sliding garage doors; and paint existing overhead garage door.*

3. *Sterling Property for the property located at 231 North Hanover Street to install a hanging wooden sign.*
4. *Jennifer Oles for the property located at 270 South Pitt Street to replace an existing porch railing assembly in-kind.*

D. Budget & Finance

1. *Borough Council approved a letter of amendment to extend the term of agreement with Delta Development Group for an additional twelve months retroactive to April 5, 2026.*
2. *Borough Council adopted a resolution ratifying the execution of a service agreement with NRG Controls, LLC to provide emergency HVAC services at the police department in the total amount of \$40,500.00 (Forty Thousand Five Hundred dollars).*

E. Economic Development

1. *Borough Council authorized the drafting and advertising of an ordinance to enter into an Agreement by and between the Downtown Carlisle Association and the Borough of Carlisle retroactive to January 1, 2026, through December 31, 2026.*

F. Parks & Recreation

1. *Borough Council authorized an addendum to the lease between the Borough of Carlisle and Hope Station Opportunity Area Neighborhood Council for the railroad building known as Hope Station in Memorial Park.*

G. Public Safety

1. *Borough Council amended the Harvest of the Arts Special Events Application approved on March 12, 2026, for DCA to include additional street closures on N. West Street (from W. High Street to W. Louther Street) and S. West Street (from W. High Street to W. Pomfret Street).*
2. *Borough Council approved a Special Events Application for the Hope Station Juneteenth Celebration to be held on June 27, 2026, from 8:00 a.m. to 4:00 p.m. The approval includes the closure of West Penn Street (100 Block) from the intersection of N. West Street to N. Pitt Street, along with a one (1) mile walk/run for justice and a health fair.*

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 cost associated with this event.

H. Public Works

1. *Borough Council reaffirmed the Borough Manager's execution of a Letter of Amendment dated March 9, 2026, with Michael Baker International (MBI) for construction consultation and design revision services related to the Carlisle Connectivity Project (Project 1) by an amount not to exceed \$30,000 (Thirty Thousand Dollars).*
2. *Borough Council authorized the Mayor to execute an Instrument for the Declaration of Restrictions and Covenants (Instrument) to provide notice of obligations that run with the land and ensure the operation and maintenance and necessary access for operation and maintenance of the post-construction stormwater management (PCSM) best management practices at 230 South Orange Street, Carlisle, Pennsylvania – the Orange Street Basin property – Parcel No. 50-21-0324-002EX, and furthermore*

Borough Council authorized the Solicitor to record the Instrument and PCSM plans with the Office of the Recorder of Deeds.

3. *Borough Council approved a contract with Gregory W. Myers Masonry, LLC of Carlisle, Pennsylvania in an amount not to exceed \$25,000 (Twenty-Five Thousand Dollars) for masonry repairs to the stone wall at the Old Graveyard (also known as the Molly Pitcher Cemetery).*

I. Sustainable Community and Economic Planning

1. *Borough Council approved the Carlisle Area School District's proposed improvement of an existing septic system for the high school stadium, subject to the review and approval of the permit required by Carlisle's third-party Sewage Enforcement Officer (SEO).*
2. *Borough Council approved an extension request by PrimeAE, on behalf of the Susquehanna Regional Transportation Authority, and waive all other requirements of the Borough's Subdivision and Land Development Ordinance ("SALDO"), for Final Land Development Plan – Cumberland County Shared Ride Bus Garage Facility.*

REGULAR AGENDA

TABLED, CONTINUED, AND RECURRING ITEMS

REPORTS FROM ELECTED OFFICIALS

A. Mayor's Report

REPORTS FROM COMMITTEES

A. Parks & Recreation

1. Borough Council voted 7-0 to approve an Agreement with Lakeyva Davis to place and operate no more than two vending machines at Memorial Park subject to the Borough Solicitor's final review and approval. (Roos/Stuby)

B. Public Safety

1. Borough Council voted 7-0 to approve a Special Event street closure request for East South Street, from the intersection of South Hanover Street down to South Bedford Street on October 10, 2026 from 1:00 to 6:00 p.m. for the Molly Pitcher Birthday Bash Block Party, a DCA sponsored event. (Shultz/Mellen)

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 cost associated with this event.

C. Public Works

1. Borough Council voted 7-0 to award the lump sum price contract for the Orange Street Basin Conversion Project to the lowest responsive bidder, CPA Pavement Services, Inc., of Harrisburg, Pennsylvania, in the amount of \$413,216 (Four Hundred Thirteen Thousand, Two Hundred and Sixteen Dollars), pending receipt of the bonds, insurances and executed contract 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. (Mellen/Shiles)
2. Borough Council voted 7-0 to amend the May 20, 2025, Engineering Services Contract with GFT, Inc. to include construction phase engineering services for the 2026 Water Main Replacement Project, for a not to exceed amount of \$36,500 (Thirty-Six Thousand Five Hundred Dollars), subject to the Borough Solicitor's satisfactory review and approval of the amendment. (Mellen/Shiles)
3. Borough Council voted 7-0 to approve the contract for the Wastewater Treatment Plant Main Control Building and the Laboratory Building HVAC controller upgrades by NRG Controls LLC of Harrisburg, Pennsylvania, for a total of \$18,570 (Eighteen Thousand, Five Hundred, Seventy Dollars) through the Commonwealth of Pennsylvania's Cooperative Purchasing Program (COSTARS #008-E22-795). (Mellen/Shiles)
4. Borough Council voted 7-0 to approve the purchase of a used Hyster E40XN Electric Forklift from Eastern Lift Truck Co., Inc., of Maple Shade, New Jersey, for \$28,350.00 (Twenty-Eight Thousand Three Hundred Fifty Dollars) through the Commonwealth of Pennsylvania's Cooperative Purchasing Program (COSTARS #008-E23-1243), subject to the Borough Solicitor's satisfactory review. (Mellen/Shiles)

5. Borough Council voted 7-0 to approve the replacement of four mud valves at the Wastewater Treatment Plant by Pumping Solutions Incorporated (PSI) of York Springs, Pennsylvania for \$97,572.00 (Ninety-Seven Thousand Five Hundred Seventy-Two Dollars) through the Commonwealth of Pennsylvania's cooperative purchasing program (COSTARS #016-E22-228), subject to the Solicitor's satisfactory review. (Mellen/Shiles)
6. Borough Council voted 7-0 to award the unit price construction contract for the 2026 Water Main Replacement Project to the lowest responsive bidder, DSW Services, LLC of Harrisburg, Pennsylvania, in the amount of \$795,880.00 (Seven Hundred Ninety-Five Thousand Eight Hundred Eighty Dollars), pending receipt of the required bonds, insurances and executed contract 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. (Mellen/Shiles)
7. Borough Council voted 7-0 to approve the purchase of a Miovision Core Detection and Counts Module, and Miovision Smartview 360 Degree Camera from Signal Service, Inc., of West Chester, Pennsylvania, for \$22,479.00 (Twenty-Two Thousand Four Hundred Seventy-Nine Dollars) through the Commonwealth of Pennsylvania's Cooperative Purchasing Program (COSTARS ID #00004824), subject to the Borough Solicitor's satisfactory review. (Mellen/Shiles)
8. Borough Council voted 7-0 to approve a Master Professional Services Agreement (MSA) between Woolpert, Inc. and the Borough of Carlisle, establishing the overarching terms and conditions for professional engineering and related services, subject to the satisfactory review of the Borough Solicitor. (Mellen/Shiles)

D. Sustainable Community & Economic Planning

Justin Doty, Engineer of Frederick, Siebert & Associates, provided an update on the final Land Development Plan for the Carlisle Area School District (CASD) Middle School.

Dr. Colleen Friend, Superintendent of CASD, requested approval of the land development plan, including proposed exceptions, then outlined the slim timelines to close one school, convert another, as well as complete the current project and get students into all schools at the scheduled time.

1. Borough Council voted 7-0 to grant the requested waivers and approve the Preliminary/Final Land Development Plan – Carlisle Area School District (CASD) Middle School, subject to the Developer (School District) entering into a Developer's Agreement addressing all staff comments and requirements and subject to the approval by the Borough Manager and Borough Solicitor. By entering into said Developer's Agreement, Borough Council waives all other requirements of the Land Development Ordinance otherwise applicable to the approval. (Shiles/Perry)
2. Borough Council voted 7-0 to adopt a Resolution introduced at the April 1, 2026, Workshop that requests the Pennsylvania State Association of Boroughs (PSAB) formally support and advocate for the enactment of the Community Choice Aggregation (CCA) Act. (Shiles/Perry)

NEW BUSINESS – None

CITIZENS TO BE HEARD-None

REPORTS FROM COUNCIL MEMBERS & STAFF

Councilor Roos first noted the upcoming Arbor Day tree planting, then a special recognition for the Borough receiving the Excellence in Parks & Recreation Award. She noted that the Borough was 1 of 8 Municipalities recognized, for the 2nd time in 3 years, for park appeal, range, value, and efficient use of funding.

Councilor Shiles mentioned that May is bike month and there was a bike workshop the following weekend. He also mentioned Earth Day at LeTort Park.

Councilor James requested volunteers for Committee vacancies.

Mayor Shultz mentioned the violence throughout the world and the upcoming landing of Artemis II.

E. **ADJOURNMENT** - There being no further business, the meeting was adjourned at 6:31 pm

Sean M. Shultz, Mayor

Patricia Blair, Borough Secretary