

**BOROUGH OF CARLISLE
COUNCIL MEETING
August 13, 2026
6:00 PM**

Present at the meeting: Mayor Shultz, Deputy Mayor Perry, Councilors James, Mellen, Roos, and Stuby. Also present were Borough Manager Armstrong, Solicitor Brenneman, Finance Director Cohen, Sustainable Community and Economic Planning Director Woolston, Parks and Recreation Director Crouse, HR Director Berrier, Fire Chief O'Donnell, Police Chief Landis, Public Information Coordinator Taylor, and Borough Secretary Blair.

Councilor Shiles was absent but attended via Zoom.

Borough Manager Juday was absent but attended via Zoom.

Mayor Shultz called the Council Meeting to order at 6:00 p.m.

Councilor Roos led the moment of silence dedicated to teachers and to the safety of the children returning to school.

Borough Council voted 6-0 to allow councilor Shiles to attend the meeting by Zoom.

PRESENTATIONS

Jason Cohen, Director of Finance presented the 2nd Quarter Financials for the Borough.

Jamie Shambaugh from Gannett Fleming presented an update on the Water Treatment Plant PFAS facility Design.

CITIZENS TO BE HEARD

Heather Mitchell, HOA President of Parkview townhomes on Garrison Lane, discussed parking and increased traffic concerns near the townhomes, as well as the vacant land in that area that needs maintenance.

Mayor Shultz indicated that the Borough would be addressing both issues.

Betty Stanton of the 100 block of North St. addressed concerns about the apartment tenants with numerous large vehicles who are parking in front of her home preventing her from using the space, despite having access to off-street parking on their property.

Mayor Shultz addressed the status of the vehicles.

Borough Manager Armstrong stated that she, along with the Carlisle Police Department and parking enforcement, will find out if they are out of compliance. If they are not, Manager Armstrong suggested possibly reaching out to them and encouraging them to be more neighborly.

Thelma Muldrow from A. Street discussed a dilapidated building at 156 S. West St. that is not being addressed for safety or sidewalk repairs. Borough Manager Armstrong and SCEP Director Woolston indicated that they are aware of condition of the building and are currently working on a resolution to the issues. She also brought up the issues of the geese in Letort Park that are making a mess. Parks & Rec Director Crouse said that they are addressing the issue and working on a grant for 2027 to solve this problem.

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

A. Minutes:

Borough Council approved the combined Workshop and Council Meeting Minutes from July 9, 2026.

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

General Water Fund	\$ 1,376,184
Water Fund	\$ 866,551
Stormwater Fund	\$ 166,117
Sewer Fund	\$ 1,032,065
Solid Waste Fund	\$ 559,033
Capital Project Fund	\$ 1,133,098
Parking Fund	\$ 48,903
K-9 Fund	\$ 2,100
Highway Aid Fund	\$ 98,950

C. Attendance Approvals

1. Borough Council approved travel for Monique Doleman-Campbell to attend the PA State Tax Collectors' Association Conference on October 15-18, 2026, in Reading, PA.

D. HARB-Borough Council approved a Certificate of Appropriateness for the following:

1. St. Paul Lutheran Church for 201 West Louther Street to repair/replace a roof with in-kind materials.
2. Eric Storms & Kathleen Calvert for 133-135 South Hanover Street to install two (2) signs and one (1) flag.
3. John Paul Checkett for 110 West South Street to replace a wooden privacy fence.
4. Kristin & Stephen Bowers for 121 East Pomfret Street to remove paint from brick using Dumond Smart Strip Pro.
5. Matt Simon for 57 West Pomfret Street to paint window trim and doors; and install two (2) signs.

E. Mayor's Report

1. Borough Council designated Councilor Rachel James as Voting Delegate, and Councilor Mitch Shiles as Alternate Delegate to the PML 2026 Resolutions Committee and Annual Business Meetings that shall be held during the Pennsylvania Municipal League's 2026 Municipal Leadership Summit from October 7 through October 10, 2026, in Hershey, PA.

F. Budget & Finance

1. Borough Council approved a resolution for the disposition of specific municipal records following the disposition schedule of the PA Historical and Museum Commission and as outlined in the Resolution.

G. ERCP

1. Borough Council accepted the resignation of Michael Shanaman as an alternate on the Human Relations Commission effective immediately.

H. Parks & Recreation

1. Borough Council approved the 2026 Fall Recreation Program Fee Resolution.

I. Public Safety

1. *Borough Council authorized the closure of W Chapel Avenue, between S. Hanover Street and South Pitt Street and the parking lot behind Borough Hall at 53 W. South Street on Saturday, August 29, 2026, from 8 am – 4:00 p.m., for a community yard sale.*

Approval was 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 costs associated with this event.

2. *Borough Council approved a special event request by Downtown Carlisle Association for Benchfield Farms to utilize two parking meters at the corner of South Hanover and West Church Avenue for purposes of “Downtown Horse Drawn Carriage Rides” scheduled for the Holly Jolly Jubilee on December 5, 2026, from 3:00 p.m. to 6:00 p.m. (Continued...)*

Approval was 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.

3. *Borough Council authorized the Borough Manager to execute a contract with M&D Amusements for the Carlisle 275th Anniversary Celebration Carnival planned for September 11, 2026, through September 13, 2026, on the grounds of Carlisle Fire & Rescue.*

Approval was 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

J. Public Works

1. *Borough Council authorized the Mayor to sign the Pennsylvania Department of Environmental Protection Sewage Facilities Planning Module Exemption Form for a connection to the Borough’s sanitary sewer system from the proposed Mooreland Elementary School expansion.*
2. *Borough Council authorized the Mayor to sign the Pennsylvania Department of Environmental Protection Sewage Facilities Planning Module Exemption Form for a connection to the Borough’s sanitary sewer system from the proposed Letort Lofts.*
3. *Borough Council ratified the Mayor’s execution of a Memorandum of Understanding (MOU) between the Borough of Carlisle and TRC Engineers, Inc. detailing the continuation of their current contract #L00487, with modifications to how invoices are processed for the previously approved Supplement #5.*

K. Sustainable Community and Economic Planning

1. *Borough Council approved an extension request by McNees Wallace & Nurick LLC, on behalf of Carlisle Auto Industries, and waive all other requirements of the Borough’s Subdivision and Land Development Ordinance (“SALDO”), for Final Land Development Plan – Lot 9-13, IAC Land Development. Extension approval shall be until November 6, 2026.*
2. *Borough Council approved a request for an extension of time for a decision to be rendered regarding the Preliminary/Final Land Development Plan – Wolf & Tiger LLC for the property at 1625 Ritner Highway. Extension approval shall be until October 8, 2026.*

REGULAR AGENDA

TABLED, CONTINUED, AND RECURRING ITEMS

REPORTS FROM ELECTED OFFICIALS

A. Mayor's Report

REPORTS FROM COMMITTEES

A. Budget & Finance

1. After numerous objections from councilor Mellen, clarification from Assistant Borough Manager Juday, and much discussion regarding the proposed updated guidelines to the Outside Agency section of the Borough's annual budget process, Borough council agreed to make adjustments then voted 7-0 to table the discussion until the September Workshop or Council meeting. (Stubby/James)
2. Borough Council voted 7-0 to approve funding the initial capital and operating expenses for the Solid Waste Fund via a loan from the Committed Projects Funds in the Capital Projects Fund to the Solid Waste Fund, as well as the schedule and terms of the repayment to the Capital Projects Fund:

The portion borrowed for initial capital expenses may be paid back over the course of five (5) years, beginning in October 2028, at an interest rate of 5%.

The portion borrowed for initial operating expenses may be paid back over the course of twenty (20) years, beginning in October 2028, with an interest-free period for the first five years, and at an interest rate of 5% thereafter. (Perry/James)

B. Public Works

1. Borough Council voted 7-0 to approve the PFAS Treatment Alternatives Evaluation, dated May 12, 2026, and the Preliminary Basis of Design Report, dated May 2026; and

Borough Council may enter into an engineering services contract with GFT, Inc., to provide final design and permitting services for PFAS treatment at the Carlisle Water Treatment Plant for an amount not to exceed \$738,000 (Seven Hundred Thirty-Eight Thousand Dollars), subject to the Borough Solicitor's satisfactory review and approval of the contract. (Mellen/Shiles)

2. Borough Council voted 7-0 to approve Change Order No. 1 to extend the 2026 Water Main Replacement Project contract deadline with DSW Services, LLC of Harrisburg, Pennsylvania, from August 14, 2026, to September 30, 2026. (Mellen/Shiles)
3. Borough Council voted 7-0 to approve Change Order No. 2 to include the replacement of 100 feet of deteriorated stormwater pipe in the Water Main Replacement Project contract with DSW Services, LLC of Harrisburg, Pennsylvania, for \$37,500 (Thirty-Seven Thousand Five Hundred Dollars). (Mellen/Shiles)
4. Borough Council voted 7-0 to approve the purchase of five (5) new rear load garbage trucks (three 27-yard units and two 20-yard units) from A&H Equipment for a total amount of \$1,337,590 (One Million Three Hundred Thirty-

Seven Thousand Five Hundred Ninety Dollars) through the COSTARS Purchasing Contract #025-E22-458. (Mellen/Shiles)

5. Borough Council voted 7-0 to approve the replacement of eight plug valves and the valve-vault access hatch waterproofing at the Wastewater Treatment Plant by Descco Design & Construction, Inc. of Fleetwood, Pennsylvania for \$141,242 (One Hundred Forty-One Thousand Two Hundred Forty-Two Dollars) through the Commonwealth of Pennsylvania's cooperative purchasing program (COSTARS #016-E26-481), subject to the Solicitor's satisfactory review. (Mellen/Shiles)

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

Councilor Roos asked the public to take the park survey.

Councilor James wished students "Happy back to school".

Mayor Shultz discussed meeting with members of our former Sister City Carlisle, England as well as announced the Carlisle 275th Anniversary Celebration carnival and 9/11 memorial on opening day.

Councilor Mellen mentioned she had just recently met with a Councilor from Carlisle, Ohio who was also passing through.

Borough Manager Armstrong recognized Borough Secretary Blair for taking ownership of the 275th Anniversary Celebration carnival.

Councilor Stuby asked to amend the tabled item to reflect "September council or workshop meeting" rather than workshop as the idea of no workshop in September was an option being discussed.

ADJOURNMENT

ADJOURNMENT - There being no further business, the meeting was adjourned at 7:22 pm.

Safronia Perry, Deputy Mayor

Patricia Blair, Borough Secretary