

BOROUGH OF CARLISLE
COUNCIL MEETING MINUTES
September 10, 2026
6:00 PM

Present at the meeting: Deputy Mayor Perry, Councilors Mellen, Roos, Shiles, Stuby, and Student Ambassador Surico. Also present were Assistant Borough Manager Juday, Solicitor Brenneman, Finance Director Cohen, Water Resources Director Abeln, Sustainable Community and Economic Planning Director Woolston, Parks and Recreation Director Crouse, and Borough Secretary Blair.

Borough Manager Armstrong attended by Zoom.

Deputy Mayor Perry called the Council Meeting to order at 6:00 p.m. and requested a motion to allow Mayor Shultz and Councilor James to attend the meeting by Zoom.

Borough Council voted 5-0 to allow Mayor Shultz and Councilor James to attend the meeting by Zoom. (Stuby/Mellen)

Mayor Shultz led the moment of silence dedicated to the survivors of the September 11, 2001, tragedy.

PRESENTATIONS-None

CITIZENS TO BE HEARD

Jason Turner of 9 Jane Lane provided an update to the youth programs he is running at Fairground Avenue Linear Park Skate Spot

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

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 approved the Combined Workshop and Council Meeting Minutes for August 13, 2026.

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

General Fund	\$ 1,139,581
Water Fund	\$ 637,558
Stormwater Fund	\$ 380,661
Sewer Fund	\$ 531,497
Solid Waste Fund	\$ 83
Capital Project Fund	\$ 162,690
Parking Fund	\$ 113,406
K-9 Fund	\$ 2,209

C. Attendance Approvals

1. *Borough Council approved travel for Compensation Coordinator Meagan Pryor and Human Resources Coordinator Kimberly Achey to attend the NeoGov Ignite 2026 Conference October 21 – 23, 2026 in Orlando, FL.*

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

1. *Antone Araman for the property located at 55 East Pomfret Street to construct a 10'6" x 33'6" shed-roof style shed.*
2. *Theresa & Nicholas Mannino for the property located at 108 West Pomfret Street to rehabilitate the front door, front windows, and storm windows.*
3. *Chris Hart for the property located at 226 South Pitt Street to replace fascia board and fascia capping in kind.*
4. *Andrew & Caroline Dixon for the property located at 228 South Pitt Street to replace standing seam metal roof, fascia board and fascia capping in kind.*
5. *Anthony Burkholder and Erica Ranck for the property located at 230 South Pitt Street to replace standing seam metal roof, all decking, fascia, and board in kind.*
6. *Alyssa DeBlasio for the property located at 170 West Pomfret Street to replace a small section of the box gutter wood around the downspout.*
7. *Jexect Properties, LLC for the property located at 79 East Pomfret Street to install Hardie plank/board or the equivalent on the south side of the building to match the west and north sides of the new addition.*

E. Mayor's Report

1. *Borough Council approved the Domestic Violence Services of Cumberland and Perry Counties (DVSCP) request to tie purple-colored ribbons to Borough lampposts as a sign of solidarity for Domestic Violence Awareness Month contingent upon the following:*
 - *Ribbons permitted to be hung from Borough downtown streetlamp poles beginning September 30 through October 31. The ribbons shall be removed no later than November 1, 2026.*
 - *Ribbons need to be secured tightly and at a height that prevent them from being easily removed by pedestrians or inclement weather.*
 - *Periodic Inspection of the area to ensure the ribbons remain secure and in good condition.*

F. Budget & Finance

1. *Borough Council adopted a Resolution and the List of Assets for Disposal through the following actions:*
 - *Approving the sale and disposition of surplus vehicles and equipment through auction;*
 - *Rescinding the prior disposal authorizations for two vehicles so they may be retained for active Borough service; and*
 - *Amended prior disposal resolutions to correct vehicle model years and attached equipment.*

G. ERCP

1. *Borough Council revised the Borough's 1998 Flower Policy to formalize a new purchasing threshold per event from \$30.00 to \$60.00; included domestic partners; approved standard verbiage per event; and updated the approved vendor's contact information.*

H. Public Safety

1. *Borough Council retroactively approved a special event application reaffirming the closure of West Penn Street on August 15, 2026, from 10:00 a.m. to 3:00 p.m. for the Hope Station Back to School Bash. The applicant was responsible for reimbursing the Borough 100% of the variable costs and 10% of the fixed costs associated with the event.*

I. 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 202 E. High Street re-development.*
2. *Borough Council retroactively approved the Borough Manager's execution of Change Order No. 3 and Change Order No. 4 to the 2026 Water Main Replacement Project contract with DSW Services, LLC of Harrisburg, Pennsylvania, decreasing the total contract price by \$669.50 (Six Hundred Sixty-Nine Dollars and Fifty Cents) and \$510.20 (Five Hundred Ten Dollars and Twenty Cents), respectively, for the reimbursement of repairs for electrical conduit damage.*

J. Sustainable Community & Economic Planning

1. *Borough Council approved a time extension request by Frederick, Seibert & Associates on behalf of Letort Lofts, located at the intersection of Hamilton and Clay Streets, for approval of the Final Land Development Plan. The new deadline being November 30, 2026.*
2. *Borough Council approved a time extension request by Frederick, Seibert, & Associates on behalf of Carlisle Area School District regarding approval of the Final Land Development Plan for the Mooreland Elementary School Addition at 329 Wilson Street. The new deadline being October 31, 2026.*
3. *Borough Council approved a time extension request by Williams Site Civil, LLC, on behalf of The Giant Company and waived all other requirements of the Borough's Subdivision and Land Development Ordinance, for the Final Subdivision Plan, The Point at Carlisle Plaza, located at 800 East High Street. The new deadline being October 11, 2026.*
4. *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 being March 15, 2027.*

REGULAR AGENDA

TABLED, CONTINUED, AND RECURRING ITEMS

REPORTS FROM ELECTED OFFICIALS

A. Mayor's Report

REPORTS FROM COMMITTEES

A. Budget & Finance

1. Borough Council adopted a Resolution relating to a 2027 debt issuance to include, among others: (Perry/James)
 - Appointing Davenport & Company, LLC as financial advisor and Eckert Seamans Cherin & Mellott, LLC as bond counsel for the upcoming debt issuance; and
 - Declaring Borough's intent to reimburse itself, if necessary, from the 2027 debt issuance for project expenditures related to those projects listed in the Borough's Capital Improvement Plan; and
 - Approving, authorizing, and directing officials of the Borough, in concert with the Borough Solicitor, Financial Advisor and Bond Counsel to do and to take certain preparatory action and in furtherance of the issuance of such debt.
2. Borough Council adopted a Resolution authorizing the sale of surplus personal property in the form of a decommissioned 2020 Ford Police Interceptor Utility vehicle for \$1.00 (one dollar) and to transfer said property to Penn State Health Life Lion LLC subject to the Borough Solicitor's satisfactory review and final approval. (Perry/James)
3. Borough Council approved the 2027 Minimum Municipal Obligation (MMO) budgets in the amount of \$614,084 (Six Hundred Fourteen Thousand Eighty-Four Dollars) to fund the police, non-uniformed employees, and 401(a) pension plans for 2027 as required by Act 205 of the Commonwealth of Pennsylvania. (Perry/James)
4. Borough Council approved the arbitrage rebate liability payment of excess interest earnings on the proceeds from the 2021 General Obligation bond issuance in an amount not to exceed \$854,484.08 (Eight Hundred Fifty-Four Thousand Four Hundred Eighty-Four Dollars and Eight Cents), distributed as follows: Water Fund: \$311,909.20 (Three Hundred Eleven Thousand Nine Hundred Nine Dollars and Twenty Cents), Sewer Fund: \$433,571.58 (Four Hundred Thirty-Three Thousand Five Hundred Seventy-One Dollars and Fifty-Eight Cents), Stormwater Fund: \$109,003.30 (One Hundred Nine Thousand Three Dollars and Thirty Cents), based on the amount of 2021 bond proceeds remaining within the respective Funds. (Perry/James)
5. Borough Council approved updated guidelines to the Outside Agency Section of the Borough's annual budget process, effective January 1, 2027. (Perry/James)

B. Public Safety

1. Borough Council adopted an Ordinance, by roll call vote, amending the Code of the Borough of Carlisle, adopted by Ordinance #2032, and thereafter amended, with respect to Chapter 244, Vehicles and Traffic, to add one on-street handicapped parking space located at 55 West North Street. (Shultz/Mellen)

C. Public Works

1. Borough Council approved the replacement of the mast arm traffic signal pole on the northeast corner of High and Hanover Streets by Atlantic Transportation Systems Inc of Camp Hill, Pennsylvania for \$19,460.00 (Nineteen Thousand Four Hundred Sixty Dollars). (Mellen/Shiles)

D. Sustainable Community & Economic Planning

1. Borough Council granted the requested waivers and approved an application for Preliminary/Final Land Development from Akens Engineering Associates, Inc., on behalf of Wolf & Tiger LLC, for the expansion of existing paved area in conjunction with a change of use to Warehousing/Storage/Distribution at 1625 Ritner Highway, subject to the applicant's acceptance and satisfactory resolution of the conditions imposed by staff. (Shiles/Perry)
2. Borough Council approved the submission of the Borough of Carlisle's Consolidated Annual Performance and Evaluation Report (CAPER), pending adjustments for comments received through the public display period, as required by the Community Development Block Grant (CDBG) Program, for the period covering July 1, 2025, through June 30, 2026. (Shiles/Perry)

NEW BUSINESS

Deputy Mayor Perry introduced the Borough's new Student Ambassador, Dalton Surico, from Dickinson College.

REPORTS FROM COUNCIL MEMBERS & STAFF

Student Ambassador Surico thanked everyone for the welcome and looked forward to working with the community.

Councilor Roos thanked everyone who patronized the community pool this season and reminded everyone that the Park Survey is still open to participate.

Mayor Shultz reminded everyone of the 9/11 Memorial and 275th Anniversary Celebrations planned for the upcoming weekend.

ADJOURNMENT - There being no further business, the meeting was adjourned at 6:28 pm.

Sean M. Shultz, Mayor

Patricia Blair, Borough Secretary