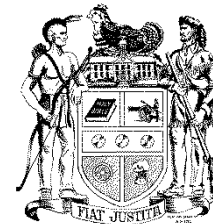


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**BOROUGH OF CARLISLE
COUNCIL MEETING MINUTES
November 9, 2017**

Mayor Scott called the Council Meeting to order at 7:00 p.m. Councilor Flower-Webb led the Moment of Silence and Pledge of Allegiance.

Councilmembers present: Councilors Crampsie, Flower-Webb, Fulham-Winston, Guido, Heath, Deputy Mayor Shultz and Mayor Scott. Also present were: Borough Manager Candland, Assistant Borough Manager Armstrong, Police Chief Landis, Public Works Director Malarich, Planning/Zoning/Codes Manager Skelly, Finance Director Butts, Assistant Finance Director Juday, Parks & Recreation Director Crouse, Fire Chief Snyder, Human Resource Supervisor Hamilton, Public Information Coordinator Taylor, Solicitor Brenneman, Dickinson Law School Student Ambassador Lewis along with Borough Secretary Stone.

OPPORTUNITY FOR CITIZENS AND VISITORS TO BE HEARD

A. Citizens and Visitors Who Have Been Scheduled to Be Heard

Carlisle Police Department Recognitions

Police Chief Landis presented the Life Saving Award to Corporal Brian Shull for his successful rescue of a citizen from a house fire.

Police Chief Landis presented the following police department promotions:

Corporal Joshua Bucher promoted to Sergeant
Officer in Charge David Rogers promoted to Corporal
Officer in Charge Scott Hertzler promoted to Corporal

Council recessed at 7:10 p.m. to acknowledge the newly promoted police officers.

Council reconvened at 7:25 p.m.

B. All Other Citizens and Visitors

Mayor Scott recognized the presence of Boy Scout Troop 173 and thanked them their attendance.

CONSENT AGENDA

Deputy Mayor Shultz made a motion, seconded by Councilor Heath, to approve the Consent Agenda. Council unanimously voted (7-0) to approve the Consent Agenda, which consisted of the following items:

A. **Minutes:**

Outside Agencies 10/12/2017
Council Meeting 10/12/2017

B. Approval of Bills and Investment Transactions:

Expenditures as of October 31, 2017:

General Fund	\$ 1,582,778
Water Fund	\$ 450,884
Sewer Fund	\$ 505,651
Solid Waste Fund	\$ 39,392
Parking Fund	\$ 21,817
Capital Projects Fund	\$ 1,292,018
Highway Aid Fund	\$ 218,495
Fort LeTort Fund	\$ 5,086

C. Attendance Approvals:

1. *Parks and Recreation Director, Andrea Crouse, Recreation and Pool Manager Kristin Zeigler and Recreation Assistant, Kelsey Najdek to attend the PRPS Fall Membership Meeting in Harrisburg, PA on November 15, 2017.*
2. *Borough Fire Chief, Jeffrey Snyder to travel to Pierce Manufacturing, Appleton, WI for pre-build and print approval of the 2018 Aerial Platform Fire Apparatus, from December 10 – 13, 2017.*

D. Budget & Finance Committee:

1. *Borough Council granted a waiver to the Cumberland County Facilities Management for a signage change at the Human Services Building. The building shall be renamed “The Dennis Marion Public Services Building” in honor of Mr. Marion who passed away in 2017.*

E. Community Planning and Smart Growth Committee:

1. *Borough Council authorized the Mayor to execute the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Award for Program Year 2017. Total award: \$326,121.00 (three hundred twenty-six thousand one hundred twenty-one dollars).*
2. *Borough Council approved an agreement by and between the Borough of Carlisle [Borough] and the Redevelopment Authority of the County of Cumberland [the Authority] to permit the Authority to administer and execute the Borough’s Fiscal Year 2017 Community Development Block Grant (CDBG) Program in accordance with all applicable local, state and federal laws, rules and regulations.*

F. ERCP Committee:

1. *Borough Council appointed Detective Dan Freedman as Deputy Open Records Officer for Act 22 police recordings (video and audio) and Lieutenant Stephen Latshaw as Alternate Deputy Open Records Officer for Act 22 police recordings (video and audio). Said appointments shall become effective November 17, 2017.*
2. *Borough Council accepted the resignation of Mr. Jim Kohler from the Sewer System Authority effective October 19, 2017.*
3. *Borough Council accepted the resignation of Mr. Justin Smith from the Planning Commission effective October 30, 2017.*

G. HARB:

Council approved the following HARB items:

1. A request by The Cumberland County Bar Association for a Certificate of Appropriateness at 32 South Bedford Street. The applicant is proposing to replace fourteen (14) existing windows located on the front, sides and rear of the two-story brick building.
2. A request by Neidlinger Rentals LLC (owner) and Emily Roper (tenant) for a Certificate of Appropriateness at 118 North Hanover St. The applicants are proposing to install vinyl lettering (@ 48" X 24") on the main storefront display window to read: "Mills & Hart" on header, and "Decorations – Restated Furniture – Accessories" on send line, along with business hours.
3. A request by Jack E. Kutz for a Certificate of Appropriateness at 229 East Louthier Street. The applicant is proposing to replace a deteriorated addition that had been constructed at the rear of a single-family home. The addition will consist of approximately 215 square feet of enclosed space with a covered open porch 5' x 10' in size. Mr. Kutz is also proposing to re-cover the gable ends of the house with wood/plastic composite (Hardie Board) siding.
4. A request by Forrest Hunter for a Certificate of Appropriateness at 223 South Hanover Street. The applicant is proposing to construct a new two-story, brick single-family home, 24' in width and 45' in length with a 19' x 20' single-story attached garage at the rear. The sidewalls will be located 3' from the adjacent lot lines, a variance of the Borough Zoning Ordinance approved on September 15, 2017 by the Zoning Hearing Board.

H. Parks & Recreation Committee:

1. Borough Council approved the 2018 Winter/Spring Recreation Program Fee Resolution

I. Public Safety Committee:

1. Borough Council established guidelines for the care, use, and security of the Carlisle Police Department Body Worn Camera System.

REGULAR AGENDA

TABLED, CONTINUED, AND RECURRING ITEMS

No tabled items

REPORTS FROM ELECTED OFFICIALS

A. Mayor's Reports:

1. Mayor Scott issued a proclamation that promoted Small Business Saturday. This event will take place in Carlisle on November 25, 2018.

REPORTS FROM COMMITTEES

B. Budget & Finance Committee:

1. Borough Council voted 7-0 to adopt a resolution authorizing the disposition of surplus personal property in the form of a printer that has been determined to have no monetary value and to transfer said property to the Downtown Carlisle Association as opposed to recycling the printer. (Heath/Crampsie)
2. Borough Council, by a roll call vote of 7-0, adopted an ordinance authorizing and directing the issuance of bonds in two series: Series A for \$9,570,000 (nine million five hundred seventy thousand dollars) to fund in part projects in the capital improvements plan ("CIP") and Series B for \$14,760,000 (fourteen million seven hundred sixty thousand dollars) to refinance certain outstanding variable rate bank notes. (Heath/Crampsie)

C. Community Planning and Smart Growth Committee:

1. Borough Council, by a roll call vote of 7-0, adopted an ordinance providing for the issuance of a utility easement across College Ridge Drive to Dickinson College for installation and operation of an electrical conduit supporting its solar array. (Shultz/Flower-Webb)
2. Borough Council voted 7-0 to approve a granting of waivers for (a) the filing of a Preliminary Land Development Plan for Chapel Pointe Place; (b) road widening off Ritner Hwy. (226-24.C). Furthermore, Borough Council voted 7-0 to approve a Final Land Development Plan submitted by RGS Associates on behalf of Chapel Pointe, located at 1026 Ritner Hwy., and zoned R2 – Medium Density Residential subject to the conditions outlined by staff. (Shultz/Flower-Webb)

Councilor Guido inquired if a second entrance/exit access road could be included in the plan. Public Works Director Malarich remarked that the land adjacent to the project is owned by Dickinson College. All were in agreement that an additional access road is not feasible.

Councilor Guido inquired if a “right turn only” when exiting should be implemented for the Chapel Point driveway. Public Works Director Malarich noted a traffic impact study was performed and Penn Dot found the driveway to be adequate for exiting without restrictions.

3. Borough Council voted 7-0 to approve a granting of waivers for (a) the filing of a Preliminary Land Development; and (b) more than one access from public road (226-24.K(f)). Furthermore, Borough Council voted 7-0 to approve a Final Land Development Plan submitted by BL Companies on behalf of Galbraith Properties, LLC, located at NE corner of “B” Street and Fairground Ave., zoned UM – Urban Mixed Use subject to the conditions outlined by staff. (Shultz/Flower-Webb)

D. Public Safety Committee:

1. Borough Council voted 7-0 to authorize the Borough Solicitor to draft and advertise an ordinance amending the Code of the Borough of Carlisle, with respect to Chapter 244, Vehicles and Traffic, to modify the prohibition against the parking of vehicles at all times and certain locations around the intersection of South College Street and West Walnut Street. (Scott/Guido)
2. Borough Council voted 7-0 to adopt a Resolution establishing fees for requests of law enforcement audio/video pursuant to Act 22. Resolution shall become effective November 17, 2017. (Scott/Guido)

E. Public Works Committee:

1. Borough Council voted 7-0 to authorize 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 Pointe Place townhome development at 1026 Ritner Highway. (Guido/Fulham-Winston)
2. Borough Council voted 7-0 to authorize 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 Concours at Carlisle townhome development within Lot 4 of the former IAC Site Redevelopment. (Guido/Fulham-Winston)
3. Borough Council voted 7-0 to award a contract for the purchase of up to 600,000 drawstring trash bags to the low bidder, Waste Zero Incorporated, at a cost of \$0.3555 per bag. (Guido/Fulham-Winston)
4. Borough Council voted 7-0 to enter into a professional services contract with Raftelis Financial Consultants, Inc. to develop a stormwater utility fee for the Borough for a not-to-exceed fee of \$79,500 (seventy-nine thousand five hundred dollars) subject to review and approval of the agreement by the Borough Solicitor. (Guido/Fulham-Winston)

NEW BUSINESS

No new business

REPORTS FROM COUNCIL MEMBERS & STAFF

Student Ambassador Ms. Lewis, stated that Dickinson Law School will be hosting a symposium in November. The topic is balancing the first amendment with diversity and inclusion in higher education.

Councilor Fulham-Winston noted she was pleased that residents came out to vote at the recent election.

Councilor Guido congratulated those who were newly elected during the recent election and thanked Chief Landis for the presentation of the officers.

Councilor Heath remarked that he was privileged to be part of the IAC ground breaking event, which is a significant milestone for that quadrant of Carlisle.

Mayor Scott noted he will be attended the upcoming Veteran’s Day Ceremony.

Councilor Crampsie congratulated the newly elected officials.

Police Chief Landis thanked Council for honoring the police officers.

Parks & Recreation Director Crouse noted that the December Parks & Recreation Board meeting will be held at Shaffer Park.

Borough Manager Candland commended Andrea Crouse for taking the lead and coordinating the renovations Shaffer Park.

Mayor Scott stated that Council held an executive session prior the Council meeting to discuss litigation.

ADJOURNMENT

There being no further business or public comment, the meeting adjourned at 7:47 p.m.

Timothy A. Scott,
Mayor

Joyce E. Stone
Borough Secretary