

**BOROUGH OF CARLISLE
COUNCIL MEETING**

**November 9, 2017
7:00 PM**

MOMENT OF SILENCE.....Councilor Flower-Webb
PLEDGE OF ALLEGIANCE TO THE FLAG.....Councilor Flower-Webb

ROLL CALL

OPPORTUNITY FOR CITIZENS AND VISITORS TO BE HEARD

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

Carlisle Police Department Recognitions

- ❖ Life Saving Award
- ❖ Police Promotions

B. All Other Citizens and Visitors

CONSENT AGENDA

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:**

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

B. **Approval of Bills and Investment Transactions:**
Expenditures as of October 31, 2017:

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

C. **Attendance Approval:**

- 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 may grant 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 may authorize 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 may approve 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 may appoint 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 may accept the resignation of Mr. Jim Kohler from the Sewer System Authority effective October 19, 2017.*
3. *Borough Council may accept the resignation of Mr. Justin Smith from the Planning Commission effective October 30, 2017.*

G. HARB:***The HARB recommends approval for the following 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 Louther 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 may approve the 2018 Winter/Spring Recreation Program Fee Resolution*

I. Public Safety Committee:

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

REGULAR AGENDA**TABLED, CONTINUED, AND RECURRING ITEMS****REPORTS FROM ELECTED OFFICIALS****A. Mayor's Reports:**

1. Small Business Saturday Proclamation

REPORTS FROM COMMITTEES**B. Budget & Finance Committee:**

1. Borough Council may 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.
2. Borough Council may adopt an ordinance authorizing and directing the issuance of bonds in two series: Series A for \$9,570,000 to fund in part projects in the capital improvements plan ("CIP") and Series B for \$14,760,000 to refinance certain outstanding variable rate bank notes. *Roll Call Vote*

C. Community Planning and Smart Growth Committee:

1. Borough Council may adopt 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. *Roll Call Vote*
2. Borough Council may 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 may 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.

3. Borough Council may 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 may 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.

D. Public Safety Committee:

1. Borough Council may 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.

2. Borough Council may adopt a Resolution establishing fees for requests of law enforcement audio/video pursuant to Act 22. Resolution shall become effective November 17, 2017.

E. Public Works Committee:

1. Borough Council may consider authorizing 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.
2. Borough Council may consider authorizing 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.
3. Borough Council may 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.
4. Borough Council may 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.

NEW BUSINESS - This section includes citizens who would like to address Council on any matter relating to Borough government.

REPORTS FROM COUNCIL MEMBERS & STAFF

ADJOURNMENT

UPCOMING EVENTS/MEETINGS

November 2017 - (All meeting are held at Borough Hall unless noted otherwise.)

09	Borough Council Meeting	7:00 p.m.
10	Borough Office Closed for Veterans Day	
13	Finance & Budget Committee Budget Hearing	6:00 p.m.
14	Finance & Budget Committee Budget Hearing (If deemed necessary)	6:00 p.m.
15	Board of Appeals	5:00 p.m.
16	Planning Commission	5:30 p.m.
23	Borough Office Closed for the Thanksgiving Holiday	
24	Borough Office Closed for the Thanksgiving Holiday	

December 2017 - (All meeting are held at Borough Hall unless noted otherwise.)

04	HARB	5:30 p.m.
06	Council Workshop Meeting	6:00 p.m.
07	Zoning Hearing Board	6:30 p.m.
07	Parks & Recreation Board (Stuart Community Center)	7:00 p.m.
14	Finance & Budget Committee Budget Hearing	6:00 p.m.
14	Borough Council Meeting	7:00 p.m.
20	Board of Appeals	5:00 p.m.
21	Planning Commission	5:30 p.m.
25	Borough Office Closed for the Christmas Holiday	