

**BOROUGH OF CARLISLE
COUNCIL MEETING**

**December 14, 2017
7:00 PM**

MOMENT OF SILENCE.....Councilor Heath
PLEDGE OF ALLEGIANCE TO THE FLAG.....Councilor Heath

ROLL CALL

OPPORTUNITY FOR CITIZENS AND VISITORS TO BE HEARD

A. 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:**

1. Council Meeting 11/09/2017
2. Budget Hearing 11/13/2017

B. **Approval of Bills and Investment Transactions:**
Expenditures as of November 30, 2017:

General Fund	\$ 748,667
Water Fund	\$ 144,021
Sewer Fund	\$ 273,530
Solid Waste Fund	\$ 39,630
Parking Fund	\$ 77,301
Capital Projects Fund	\$ 144,664
Highway Aid Fund	\$ 19,719

C. **HARB:**

The HARB recommends approval for the following items:

1. A request by Dino Craig for a Certificate of Appropriateness at 32-34 West Pomfret Street. The applicant is proposing to install an overhanging sign and a wall sign, 13" x 36" in size with changeable panels, both on the front of the building. Signs will be used to promote The Pond Art Studios and Gallery.
2. A request by Dr. Chad M. Kimmel for a Certificate of Appropriateness at 26 West High Street. The applicant is proposing to install a 20" x 30" overhanging sign on the west side of the front entrance and a gas lamp on the east side of the entrance. Also proposed is the installation of lettering 14 ½" in height above the storefront window with the installation of four (4) gooseneck lighting fixtures for illumination of this lettering. Finally, the placement of a 10' x 38' cooler and access ramp is proposed in the rear of the building. All signs are related to the future Grans Illusion Hard Cider business.

3. *A request by Mary Williams for a Certificate of Appropriateness at 17 West High Street. The applicant is proposing to install two signs for her photography business, one above the front entrance and one on the rear wall of the building facing the parking area.*

D. Mayor's Report:

1. *Borough Council may set the 2018 schedule for the Boards, Commissions and Council meetings.*

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

Proclamation: Carole Frantz Alexy

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

1. Borough Council may adopt a resolution taking the following actions:
 - Authorize a budget amendment of \$319,549 and additional supplemental budget appropriations of \$600,000 for the Water Fund (Department of Treatment Plants) and \$25,263 for the Asset Forfeiture Fund (Police Department – for the purchase of police tactical gear and rain gear) to be applied to the 2017 budget and
 - Authorize an amendment to the 2017 – 2021 CIP to include 2016 projects not completed and carried over to 2017 including: Pressure Pump VFDs, SCADA Upgrade Phase II, VFD Units for Raw Pumps 1 & 4, and Auto-thermal Thermophilic Aerobic Digestion.
 - Approve a contract with Atlantic Tactical including \$21,995 for the purchase of police tactical gear.
2. Borough Council may adopt a resolution removing the commitment of \$2,021,805 (two million twenty-one thousand eight hundred five dollars) in fund balance of the General Fund associated with Carlisle Urban Redevelopment Plan and TIF projects.
3. Borough Council may approve the 2018 Budget Resolution.
4. Borough Council may adopt an ordinance levying real estate taxes for the 2018 fiscal year at the continuing mill rate of 3.058 and levying a fire tax for the 2018 fiscal year at the continuing mill rate of .437. *(Roll Call Vote)*
5. Borough Council may adopt an ordinance adjusting the fee structure for water rates, effective for billings beginning May 1, 2018. *(Roll Call Vote)*
6. Borough Council may adopt an ordinance adjusting the fee structure for sewer rates, effective for billings beginning May 1, 2018. *(Roll Call Vote)*
7. Borough Council may adopt an ordinance increasing the fee for retail trash bags from \$3.50 to \$3.75 and wholesale trash bags from \$3.45 to \$3.70. *(Roll Call Vote)*
8. Borough Council may adopt an ordinance amending the fees to \$25.00 per parcel for a tax certification and \$2.00 for the issuance of a duplicate tax bill or receipt per parcel, relating to real estate tax collection *(Roll Call Vote)*

9. Borough Council may adopt a resolution appointing Smith Elliot Kearns and Company (SEK) as the Borough of Carlisle's independent auditors for Fiscal Year Ending December 31, 2017.
10. Borough Council may adopt tax-exempt debt policies and procedures recommended by bond counsel and the IRS.
11. Borough Council may approve a Total Care Support Contract with Hinton & Associates for information technology network support for a one-year period effective January 1, 2018.
12. Borough Council may direct staff to send a letter to the Cumberland County Commissioners regarding real estate tax collection fees.

C. Community Planning & Smart Growth:

1. Borough Council may direct the Borough Solicitor to prepare an Ordinance amendment to Chapter 80 of the Borough Code to develop an annual permitting and regulatory system for the keeping of chickens on residential, and potentially institutional use lots, subject to criteria outlined by staff.
2. Borough Council may consider adopting a resolution exercising its municipal opt-out provision under Act 42 of 2017 prohibiting Category 4 casinos within Borough limits.

D. Public Safety Committee:

1. Borough Council may approve 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. *Roll Call Vote*
2. Borough Council may approve an ordinance 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 private on-street handicapped parking space on E. High Street. *Roll Call Vote*
3. Borough Council may adopt the 2018 version of the Emergency Operations Plan (EOP) for the Borough of Carlisle. The new EOP will replace the present EOP that was adopted on November 12, 2015.

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

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	

January 2018 - (All meeting are held at Borough Hall unless noted otherwise.)

01	Borough Offices Closed	
02	Council Reorganizational Meeting and Workshop Meeting	6:00 p.m.
04	Board of Appeals	5:00 p.m.
04	Zoning Hearing Board	6:30 p.m.
08	HARB	5:30 p.m.
11	Borough Council Meeting	7:00 p.m.
15	Borough Offices Closed for Martin Luther King Holiday	
16	Sewer Authority (54 North Middlesex Road)	6:00 p.m.
17	Municipal Authority (165 Longs Gap Road)	5:00 p.m.
25	Planning Commission	5:30 p.m.