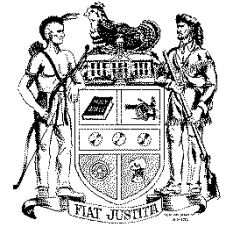


Borough of Carlisle
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**BOROUGH OF CARLISLE
COUNCIL MEETING MINUTES
December 14, 2017**

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

Councilmembers present: Councilors Crampsie, Flower-Webb, 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 along with Borough Secretary Stone.

Scribe note: Councilor Fulham-Winston was not present at meeting.

OPPORTUNITY FOR CITIZENS AND VISITORS TO BE HEARD

Mr. Alan Jones, 87 Broad Street, Newville, Pennsylvania, spoke on behalf of the Carlisle Area Anti Heroin Coalition of Cumberland County regarding the rising opioid addiction rate in Cumberland County. He asked Council to help with this crisis by taking affirmative action to make Carlisle a model town to defeat opioid addiction. Mr. Jones read a letter from a Carlisle resident that depicted a presence of drug activity and paraphernalia in a Borough park. The letter included goals to help defeat local drug addiction.

Councilor Crampsie requested that Mr. Jones provide the Anti-Heroin Coalition meetings' dates, times and locations to the members of Council.

CONSENT AGENDA

Councilor Heath made a motion, seconded by Councilor Guido, to approve the Consent Agenda. Council unanimously voted (6-0) to approve the Consent Agenda, which consisted of the following items:

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:**

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

C. **HARB:**

Council approved the following HARB 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 set the 2018 schedule for the Boards, Commissions and Council meetings.*

REGULAR AGENDA

TABLED, CONTINUED, AND RECURRING ITEMS

None

REPORTS FROM ELECTED OFFICIALS

A. **Mayor's Report:**

Mayor Scott presented a proclamation recognizing Carole Frantz Alexy for her commitment, dedication, and selflessness to serving the needs of domestic violence victims.

Mayor Scott recognized departing Council member Perry Heath for his 12 (twelve) years of devotion and service to the Borough of Carlisle. Councilor Heath received a clock with an inscription noting his years of service. Councilor Heath recalled memorable events during his time in community service for the Borough. He noted it was a privilege to have worked with the staff and Councilors over the years. Councilor Heath thanked his wife for being supportive throughout his years on Council.

REPORTS FROM COMMITTEES

B. **Budget & Finance Committee:**

1. Borough Council voted 6-0 to adopt a resolution taking the following actions: (Heath/Crampsie)
 - Authorized 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.

- Authorized 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.
 - Approved a contract with Atlantic Tactical including \$21,995 for the purchase of police tactical gear.
2. Borough Council voted 6-0 to 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. (Heath/Crampsie)
 3. Borough Council voted 6-0 to approve the 2018 Budget Resolution. (Heath/Crampsie)
 4. Borough Council, by a roll call vote of 6-0, adopted 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. (Heath/Crampsie)
 5. Borough Council, by a roll call vote of 6-0, adopted an ordinance adjusting the fee structure for water rates, effective for billings beginning May 1, 2018. (Heath/Crampsie)
 6. Borough Council, by a roll call vote of 6-0, adopted an ordinance adjusting the fee structure for sewer rates, effective for billings beginning May 1, 2018. (Heath/Crampsie)
 7. Borough Council, by a roll call vote of 6-0, adopted 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. (Heath/Crampsie)

Mayor Scott read into the record a letter from Wanda Hunter, Gobin Drive, Carlisle, Pennsylvania, asking Council to consider offering smaller Borough trash bags to senior residents to reduce the cost.

8. Borough Council, by a roll call vote of 6-0, adopted 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. (Heath/Crampsie)
9. Borough Council voted 6-0 to 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. (Heath/Crampsie)
10. Borough Council voted 6-0 to adopt tax-exempt debt policies and procedures recommended by bond counsel and the IRS. (Heath/Crampsie)
11. Borough Council voted 6-0 to approve a Total Care Support Contract with Hinton & Associates for information technology network support for a one-year period effective January 1, 2018. (Heath/Crampsie)
12. Borough Council voted 6-0 to direct staff to send a letter to the Cumberland County Commissioners regarding real estate tax collection fees. (Heath/Crampsie)

C. Community Planning & Smart Growth:

1. Borough Council voted 6-0 to 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. (Shultz/Flower-Webb)
2. Borough Council by a roll call vote of 4-2, with Councilors Guido and Crampsie casting the dissenting votes, adopted a resolution exercising its municipal opt-out provision under Act 42 of 2017 prohibiting Category 4 casinos within Borough limits. (Shultz/Flower-Webb)

Mr. Donald Kauffman, 330 West Willow St, Carlisle, Pennsylvania, noted he is averse to bringing gambling in the Borough limits and recommended that the Borough opt out of allowing gambling in the Borough.

Councilor Guido expressed that the Borough should consider finding a location for a casino in the Borough that would not disrupt the charm of Carlisle. She recommended keeping the options open and to not opt out due to the economic benefits.

Councilor Crampsie recommended to find a way to appropriately zone for a casino and then allow casinos in the Borough as a revenue benefit.

Councilor Shultz expressed concern that if the Borough does not opt out, the Gaming Control Board could preempt the Borough's decision regarding the location of a casino and the Borough would have no recourse over their decision. He also mentioned the probability of additional calls for emergency services could occur and that an additional police officer may need hired. Councilor Shultz noted the diminishment in the quality of life along with the additional costs for added services could outweigh the revenues from a casino.

Councilor Heath noted his support of the resolution as the Borough would still have the option to reverse its position at a future date. He also echoed the sentiments expressed by Councilor Shultz. Additionally, he would like the ability to plan effectively and understand the consequences of allowing a casino in the Borough.

Ms. Jane Rigler, 127 South College Street, Carlisle, Pennsylvania stated her support for the resolution and noted Council still had the ability to opt back in later.

Mayor Scott submitted a letter written by Councilor Fulham-Winston noting that if she were present at the meeting her vote would be to opt out of the category 4 resolution (letter is attached to these minutes).

D. Public Safety Committee:

1. Borough Council, by a roll call vote of 6-0, approved 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, by a roll call vote of 6-0, approved 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. (Scott/Guido)

3. Borough Council voted 6-0 to 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. (Scott/Guido)

NEW BUSINESS

Mr. Glenn White, Executive Director of DCA thanked Councilor Heath for being an architect and the backbone for successes in the Borough along with Council and staff members. He expressed his appreciation for Councilor Heath's leadership during the past 12 (twelve years) while on Borough Council.

REPORTS FROM COUNCIL MEMBERS & STAFF

Mayor Scott noted that Student Ambassador Rebecca Stout was not able to attend the meeting but she provided an update from Dickinson College.

- New strategic planning process to create a three to five-year finance budget and campaign.
- Institutional Commission was created to devise a strategic plan for community work.
- The Commission met and established two working groups; a mentorship for 18-30 year olds and a family wealth pipeline support system.
- A new dormitory will be available for student housing in the fall of 2018 and the college will no longer allow off campus housing.

Councilor Guido expressed her appreciation for staffs' efforts and support to Council. She also expressed her appreciation to Councilor Heath for laying a solid foundation that paved the way for Council members step in.

Councilor Heath spoke of the neighborhood associations being a foundation that makes this great community. He acknowledged Finance Director Norm Butts for his upcoming retirement and contributions to the Borough.

Mayor Scott expressed his personal gratitude to Councilor Heath for his guidance over the years. He also thanked Norm Butts.

Councilor Shultz thanked Mr. Butts for his service to the Borough. He thanked staff for another great year of accomplishments. Councilor Shultz complimented Councilor Heath for the time shared with him on Council.

Councilor Flower-Webb noted her gratitude for Councilor Heath's leadership and stated Carlisle is better because of him.

Councilor Crampsie congratulated and expressed gratitude for the helpfulness Councilor Heath provided to him as a new Council member.

Borough Manager Candland thanked Norm Butts for his accomplishments at the Borough. He thanked Councilor Heath for his role in recruiting Mr. Candland to Carlisle as the Borough Manager.

Police Chief Landis wished Councilor Heath the best in his retirement.

Assistant Borough Manager Armstrong thanked Councilor Heath for his leadership during his time on Council and expressed her gratitude to Mrs. Heath.

Public Works Director Malarich noted the compost site will be closing for the season and that leaf pick up will be extended by one week.

Finance Director Butts stated it was an honor and a privilege to work for the Home Rule municipally of the Borough of Carlisle

Assistance Finance Director Juday noted Norm Butts' mentorship and wealth of knowledge. Mr. Juday expressed gratitude for the time spent working with Mr. Butts.

Parks & Recreation Director Crouse wished Councilor Heath well and thanked Mr. Butts for making staff meetings lively.

ADJOURNMENT

Mayor Scott noted Council held an executive session prior to the Council meeting at which time potential litigation was discussed.

There being no further business or public comment, the meeting adjourned at 8:10 p.m.

Timothy A. Scott,
Mayor

Joyce E. Stone
Borough Secretary

Deb Fulham-Winston
242 Walnut Street
Carlisle, PA 17013

December 13, 2017

Mr. Timothy Scott
Borough of Carlisle
53 West South Street
Carlisle, PA 17013

Dear Mayor Scott,

I am writing to you in reference to action that the Carlisle Borough Council may take at the meeting on Thursday, December 14, 2017. Due to a family commitment, I will be unable to attend this meeting.

If the Council chooses to consider exercising its municipal opt-out provision under Act 42, which would prohibit Category 4 casinos within Borough limits, my vote would be to opt-out.

Sincerely,



Deb Fulham-Winston

CC: Sean Shultz, Perry Heath, Dawn Flower, Robin Guido, Sean Crampaie, Matt Candland, Susan Armstrong, Keith Brenneman,