

BOROUGH OF CARLISLE
Biennial Organization Meeting Minutes
January 2, 2018

Present at the meeting: Councilors Crampsie, Flower-Webb, Fulham-Winston, Guido, Landis, 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 Juday, Parks & Recreation Director Crouse, Fire Chief Snyder, Human Resource Supervisor Hamilton, Public Information Coordinator Taylor and Borough Secretary Stone.

Mayor Scott called the meeting to order at 6:00 p.m. and led the Moment of Silence and Pledge of Allegiance.

I. Election of Officers:

- A. Councilor Flower-Webb nominated Sean Shultz for Deputy Mayor. Council voted 6-0 to appoint Sean Shultz as Deputy Mayor.

II. Appointments to be made by Council:

Borough Council voted 7-0 to approve the appointments of the following individuals. (Shultz/Fulham-Winston)

- A. Council appointed Matthew Candland as Borough Manager and approve the related employment agreement as prepared and agreed upon by Carlisle Borough Council and Mr. Candland.
- B. Council appointed Richard Juday as Treasurer
- C. Council appointed Matthew Candland as Assistant Treasurer
- D. Council appointed Richard Juday as Tax Collector
- E. Council appointed Keith Brenneman as Borough Solicitor
- F. Council appointed Joyce Stone as Open Records Officer
- G. Council appointed Stacey Hamilton as Alternate Open Records Officer
- H. Council appointed Doug Heineman as Vacancy Board Chairman
- I. Council appointed Matthew Candland as Delegate to the CapCOG Board of Delegates
- J. Council appointed Susan Armstrong as Alternate Delegate to the CapCOG Board of Delegates

III. Set Date and Time for 2018 Regular Business Meetings:

- A. Council voted 7-0 to schedule its regular business meetings at 7:00 p.m. on the second Thursday of each month. (Guido/Flower-Webb)

IV. Committee Assignments:

Following are the Council member's assignments for the committee Chair, followed by the Vice Chair:

- A. Budget & Finance – Sean Shultz and Sean Crampsie
- B. Community Planning & Smart Growth – Sean Crampsie and Dawn Flower-Webb
- C. Economic Development – Dawn Flower-Webb and Deb Fulham-Winston
- D. Employee Relations/Citizen Participation (ERCP) – Robin Guido and Sean Shultz
- E. Parks and Recreation – Brenda Landis and Tim Scott
- F. Public Safety – Tim Scott and Robin Guido
- G. Public Works – Deb Fulham-Winston and Brenda Landis

V. Recognition of Members

All Council members welcomed Brenda Landis as the new member to Council.

VI. Opportunity for Citizens and Visitors to be Heard

No public comment

VII. Adjournment

There being no further business or public comment, the meeting adjourned at 6:10 p.m.

Timothy A. Scott,
Mayor

Joyce E. Stone
Borough Secretary