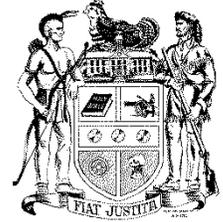


Borough of Carlisle
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**BOROUGH OF CARLISLE
COUNCIL MEETING MINUTES
November 8, 2018**

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

Councilmembers present: 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 Lieutenant Latshaw, Public Works Director Malarich, Planning/Zoning/Codes Manager Skelly, Fire Chief Snyder, Human Resource Supervisor Hamilton, Public Information Coordinator Taylor, Solicitor Brenneman, Dickinson Law School Ambassador Lewis, Dickinson College Ambassador Termini and Borough Secretary Stone.

**Scribe note: Councilor Crampsie was present at the Council Meeting via telephone.*

A. Mayor Reports:

1. Borough Council voted 7-0 to allow Council member Sean Crampsie to participate by telephone at this evening's meeting. (Scott/Fulham-Winston)
2. Fire Chief Jeff Snyder presented Fire Department Unit Citation Awards to the following persons for their service and actions to sustain human life, which contributing to the public's safety:
 - Deputy Chief, Adam Roth
 - Driver/Operator John Heberlig
 - Firefighter Michael Snyder
 - Driver/Operator Ben Thumma
 - Firefighter Ashton Smith
 - Firefighter Austin Gsell
 - Firefighter Luke Billman
 - Firefighter Micah Dewhurst

OPPORTUNITY FOR CITIZENS AND VISITORS TO BE HEARD

1. Ms. TaWanda Hunter Stallworth, Middletown, Pennsylvania, spoke of her concerns regarding the improvements to Lincoln Cemetery that have been proposed by the US Army War College, Class of 2019. She recalled the history of the cemetery and how in 1967 the land was converted to Memorial Park. The conversion to the park left the remains of 300 ancestors and led to the removal of 78 headstones. Ms. Hunter Stallworth noted moving forward the Borough should have addressed these improvements prior to the offer from the War College, and the financial responsibility should be that of the Borough. She provided to Council a seven point plan that would help to redeem the moment and would be a reasonable investment to the project. Ms. Hunter Stallworth noted municipalities should not be defined by the worst thing they have ever done and turn a negative event into positive efforts. She urged Council to point the Borough in a different direction and remember that your legacy as leaders is being written as you respond to this situation.

Councilor Guido asked Ms. Hunter Stallworth if she sees the list of seven points changing now that the group is working on improvements. Ms. Hunter Stallworth is still determining what the investment should be, but it should be "visible, public and something

that is recognizable.” Councilor Guido inquired if she has prioritized the list. Ms. Hunter Stallworth replied that this is a time to reevaluate priorities regarding where funds should be allocated to help further this effort. Councilor Guido suggested that the project be completed in phases. Mayor Scott requested for the document submitted by Ms. Hunter Stallworth to be placed into these minutes.

CONSENT AGENDA

Councilor Guido made a motion, seconded by Councilor Flower-Webb, to approve the Consent Agenda. Council unanimously voted (7-0) to approve the Consent Agenda, which consisted of the following items:

A. Minutes:

- 1. Outside Agency Hearing 10/11/18*
- 2. Council Meeting 10/11/18*

B. Approval of Bills and Investment Transactions: Expenditures as of October 31, 2018:

<i>General Fund</i>	<i>\$ 846,725</i>
<i>Water Fund</i>	<i>\$ 437,262</i>
<i>Sewer Fund</i>	<i>\$ 490,425</i>
<i>Solid Waste Fund</i>	<i>\$ 9,938</i>
<i>Parking Fund</i>	<i>\$ 20,649</i>
<i>Capital Projects Fund</i>	<i>\$ 83,105</i>
<i>Highway Funds</i>	<i>\$ 94,819</i>

C. Attendance Approval:

- 1. Parks and Recreation Director Andrea Crouse, Pool Manager Kristin Zeigler and Recreation Assistant Kelsey Nadjek attending the PRPS Fall Membership Meeting in Harrisburg, PA on Wednesday, November 14, 2018.*

D. HARB:

The HARB approved the following items:

- 1. A request by William and Catlin Harral for a Certificate of Appropriateness at 113 South Pitt Street to replace deteriorated soffit and cornice brackets on the front wall of the building with like materials, and to construct a single-story addition, 11' x 18' in area, on the rear (east) wall of the building.*
- 2. A request by Comfort Suites for a Certificate of Appropriateness at 10 South Hanover Street for the replacement of signage throughout the exterior walls and façade of the hotel, all signage to display the Comfort Suites name and/or new logo.*
- 3. A request by Ben and Marion Hebdon for a Certificate of Appropriateness at 133 West Louthier Street for the replacement of twenty-nine (29) windows, front wall type to be aluminum-clad wood windows, window types elsewhere not visible from a public way to be vinyl.*
- 4. A request by St. John's Episcopal Church for a Certificate of Appropriateness at 1 North Hanover Street for the replacement of two ground-mounted signs on existing posts, each to be 32" x 60" in area and displaying the church's name and website.*

5. *A request by Michael Adler for a Certificate of Appropriateness at the former Hoffman Funeral Home building at 219 North Hanover Street for the installation of a wall-mounted sign on the front of the building, 48” x 96” in area to read “Frederick House, events – meeting space”.*
6. *A request by Dickinson College for a Certificate of Appropriateness at 239 West Louthier Street for the replacement of metal covering on a mansard wall/roof with metal shingles.*
7. *A request by Rita M. Lauer for a Certificate of Appropriateness at 173 West South Street for the replacement of two large single-light replacement windows with two Pella Series 450 aluminum-clad wood double-hung, side-by-side 1/1 windows in each opening.*
8. *A request by Sterling Properties for a Certificate of Appropriateness at 20 North Hanover Street for the installation of a wall-mount sign 41” x 84” in area, above the storefront in a location previously displaying another sign, new sign to read “C Luv Thrift”.*
9. *A request by Wayne and Kirsten Crawford for a Certificate of Appropriateness at 240 West South Street for the installation of approximately 41’ of traditional style wooden fence with treated-lumber posts and cedar pickets in the front yard of the house.*

REGULAR AGENDA

TABLED, CONTINUED, AND RECURRING ITEMS

None

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 24, 2018.
2. Mayor Scott issued a proclamation recognizing the week of November 5 - 9, 2018 as "Pennsylvania Education for Youth Experiencing Homelessness Awareness Week" and November 9, 2018 as "Red Shirt Day" in Pennsylvania. He urged all residents to recognize that education is key to preventing future homelessness and providing stability and support to youths experiencing homelessness.

REPORTS FROM COMMITTEES

A. Budget & Finance Committee:

1. Borough Council, by a roll call vote of 7-0, adopted an ordinance authorizing and directing the issuance a General Obligation Note, Series of 2018, in the principal amount not to exceed \$5,000,000 (five million dollars) for the purpose of providing interim funds to be applied for and toward financing the Tax Increment Financing Project as identified in the capital improvements plan (“CIP”). (Shultz/Flower-Webb)

Mr. Joe Mason with Davenport & Co., Leesburg, Virginia, informed Council that six proposals were received from financial institutions regarding the interim funding. Mr. Mason stated the proposal received from Juniata Valley Bank offered the best rate and recommended that Council consider this proposal.

Mr. Pete Carlucci with Eckert Seamens, as bond counsel for the Borough, provided the details of the proposal from Juniata Bank. This is a bank qualified obligation note that offers a three year fixed rate interest of 3.24%, payable on a quarterly basis for the amount drawn upon.

2. Borough Council, by a roll call vote of 7-0, adopted an ordinance amending the Borough of Carlisle Code to establish a 10% interest charge on outstanding municipal liens and to modify existing legal service fees related to filing of such liens. (Shultz/Flower-Webb)
3. Borough Council, by a roll call vote of 7-0, adopted an ordinance establishing a stormwater utility fee with an effective starting date for issuance of utility bills of July 1, 2019. (Shultz/Flower-Webb)

B. Community Planning & Smart Growth Committee:

1. Borough Council voted 7-0 to approve a Final Land Development Plan, submitted by the Pettit Group, LLC., on behalf of Carlisle Equity Investors LLC, located on the northeast corner of East High Street & Spring Garden Street, subject to the conditions imposed by staff. (Flower-Webb/Shultz)

C. Economic Development Committee:

1. Borough Council, by a roll call vote of 7-0, adopted an ordinance amending the Code of the Borough of Carlisle that shall grant Borough Council the discretion to allow open container and public consumption for special community events. (Flower-Webb/Fulham-Winston)

D. ERCP:

1. Borough Council voted 5-1-1 (Crampsie dissented, Guido recused herself) to deny a Cost of Living Adjustment (COLA) request made on behalf of retired police officers. Councilor Guido recused herself from the conversation as her spouse is a retired police officer and she would benefit financially from the decision. (Shultz/Flower-Webb)

E. Public Safety Committee:

1. Borough Council voted 7-0 to approve the Martin Luther King Commemoration March on January 20, 2019 from 2:45 p.m. through 4:30 p.m. The group will gather at St. Johns Church (1 North Hanover Street), cross Hanover and High Streets to the Old Courthouse at 2:45 p.m. then return to the Church at 4:30 p.m. Approval is subject to the applicant being responsible for 100% of the variable costs and 10% of the fixed costs incurred by the Borough. (Scott/Guido)
2. Borough Council voted 7-0 to approve a Special Events Application and street closure request from the Employment Skills Center to conduct the 2019 Downtown Mile Race/Walk on Thursday, May 16, 2019 from 5:00 p.m. to 8:45 p.m. contingent upon the applicant reimbursing the Borough of Carlisle 100% of the variable costs and 10% of the fixed costs incurred by the Borough; receipt of a valid Certificate of Liability Insurance form naming the Borough of Carlisle and PennDOT as additional insureds; and, receipt of PennDOT approval. (Scott/Guido)

Note: Closures of Orange Street and Pomfret Street at the intersection with Ritner Highway shall be 6:00 p.m. with Orange Street re-opening at 7:20 p.m.

3. Borough Council, by a roll call vote of 7-0, adopted an ordinance amending the Code of the Borough of Carlisle with respect to Chapter 244, vehicles and traffic, to establish a 25 miles per hour speed limit for those portions of the Borough within defined Residential Districts. (Scott/Guido)

REPORTS FROM COUNCIL MEMBERS & STAFF

Dickinson College Ambassador Termini noted Dickinson College has developed new initiatives to increase voter registration. They held registration drives, voter education for new students, mid-term election shuttle service and a newly established Votes Committee. She asked Council to provide their ideas on how to increase voter registration and engagement.

Dickinson Law School Ambassador Lewis announced that this would be her last Council meeting as she has accepted an educational opportunity in Texas. She also noted that Dean Gilden is serving his last year as the Dean of the college. She noted it was a pleasure working with Council and thanked them for the opportunity.

Councilor Landis noted working with the Army War College on the Lincoln Cemetery project is an opportunity to have educational discussions and work as a group moving forward to ensure the project is done well.

Councilor Fulham-Winston remarked that she attended the gathering with the Open World Delegates at Borough Hall. She noted the delegates were from various countries and she was excited with their positive attitudes for change in their home countries.

Councilor Guido announced the current open positions on the Borough's boards and commissions.

Mayor Scott announced that an Executive Session had taken place prior to the Council Meeting for the purpose of discussing personnel, litigation and real estate acquisition.

Deputy Mayor Shultz thanked Ms. Lewis for her time spent on Borough Council.

Councilor Flower-Webb also thanked Ms. Lewis for her service on Borough Council.

Councilor Crampsie wished Ms. Lewis good luck.

Chief Landis reminded all to thank a Veteran for our freedom.

Assistant Borough Manager Armstrong reminded Mayor Scott of a citizen's email regarding the stormwater ordinance that is to be entered into the meeting record. (see attached)

There being no further business or public comment, the meeting adjourned at 7:45 p.m.

Timothy A. Scott
Mayor

Joyce E. Stone
Borough Secretary

For the Record:

Ms. TaWanda Hunter Seven Point Plan for Memorial Park

It should be noted that these measures rest with the leadership of the Borough and would be a reasonable investment in terms of this project. As such, the security of funds for any of these measures as well as staffing any must be the responsibility of the Borough in order for these measures to reach the desired effect of righting a wrong.

1. A matching dollar for dollar investment from the Borough to meet the needs to the project initiated by the War College for any and all programs and/or fixture erection. Since this is budget season, a reworking of priorities at this time may be necessary.
2. The leading of community meetings to be held at Hope Station to discuss the project, the gift, and future endeavors. Active community engagement to talk about the legacies of this community, past, present, and future.
3. A seeking out of all of the family members whose ancestors are buried in the cemetery for involvement and additional information to be added to the archives of this project. Active footwork and investigation into locating the missing headstones. Providing the necessary space for lament and healing over this sacred space. Religious leaders may be needed to ensure the sacredness and grief management if needed.
4. Significant and continued investment in the Hope Station's Youth Leadership program to encourage civic participation and knowledge. In addition, annual scholarship amounts to be awarded to descendants of those interred for the promotion of community organizing and advocacy.
5. Legislation that publicly denounces the activities and behaviors of previous administration, to be reviewed by members of the Community before passage.
6. Attendance and participation of borough employees and leadership at the Racial Justice Institute at Lancaster Theological Seminary.
7. A recognition that significant measures should or must be enacted prior to the groundbreaking for any monument largely supported financially by the USAWC Class of 2019.

Again these are subject to change following the work group meeting today and my conversation with Safronia Perry.

See you both later today.

--

TaWanda Hunter Stallworth, M. Div. 2019
Lancaster Theological Seminary
717-706-1102
thunter@lancasterseminary.edu

For the Record:

Sent: Monday, November 5, 2018 10:19 AM

To: Scott, Timothy A.

Subject: Storm Water Management Ordinance

Subject: Stormwater Management Ordinance

From: Martin Kleiner, 614 W South St, Carlisle, PA

Ref: Proposed ORDINANCE OF THE BOROUGH COUNCIL OF THE BOROUGH OF CARLISLE, CUMBERLAND COUNTY, PENNSYLVANIA, ESTABLISHING A STORMWATER MANAGEMENT UTILITY AND A STORMWATER MANAGEMENT SERVICE CHARGE. (See Excerpts Below)

Dear Mayor Scott,

I understand and agree with the need for the proposed Stormwater Management Ordinance and the attendant fees that will be levied.

I am concerned that the proposed ordinance provides for credits for Non Single Family Residential Parcels that implement impact mitigation measures, but fails to do so for Single Family units.

The Borough requires new developments to integrate individual stormwater catchment systems that significantly reduce the effective Impervious Surface area of each dwelling. Since the Borough sets the standards for, inspects and approves such systems it seems only reasonable that when the Impervious Surface area of such dwellings is initially calculated a standard formula should be applied that reduces the actual Impervious Surface area accordingly. The alternative is to require the homeowner to submit a costly application for relief on a biennial basis, which is patently unfair. We were required to pay for storm water runoff mitigation up front, so we should not be charged an unmitigated fee the second time around.

//Martin Kleiner//

From: §220-5. Definitions.

Stormwater Management Utility shall mean an organizational structure that is responsible for funding, administering, and operating the Borough's Stormwater Management Program, and that is supported through a rate structure based on the Impervious Surface area found on Developed Land parcels located within the Service Area.

Stormwater Management Service Charge shall mean a service charge, applicable to Developed Land, which generally reflects the impact on or demand for stormwater management services provided by the Borough to properly control and manage stormwater runoff quantity and/or quality associated with the land parcel. The Stormwater Management Service Charge will vary from one land parcel to another based on the Impervious Surface area.

From: §220-11. Exemptions and Credits Applicable to Stormwater Management Service Charges.

C. Credits.

1. Non Single Family Residential Parcels that provide measures to mitigate the impacts of runoff on the stormwater system may be eligible for one or more credits to the Impervious Surface area units charge portion of the Stormwater Management Service Charge, proportional to the extent those measures address the impacts of peak discharge and total runoff volume from the site.
2. Each credit allowed against a parcel's Impervious Surface area units charge portion of the Stormwater Management Service Charge shall be conditioned on continuing compliance with the performance standards set forth in the Credit Application Instruction Manual and/or the applicable standards set out in the Borough's Land Development Ordinance existing at the time of construction of such facilities and may be rescinded for noncompliance with those standards. To prove that a structural control measure (SCM) is meeting the standards when applying for credit the first time, a property owner shall submit the original plan and calculations, including a licensed engineer's certification that the standards continue to be met. In subsequent years, the Borough will require certification by a licensed engineer that the SCM continues to be properly functioning. This repeat certification will be required every two years.
3. Each credit for which an Owner applies shall be subject to review and approval by the Borough Engineer. The Borough Engineer may approve or reject any application for a credit in whole or in part.
4. A parcel will be eligible to receive credit if it meets the stormwater standards as described in § 217-14 and § 217-15 of the Code of the Borough of Carlisle.
5. All parcels that provide measures to reduce runoff to the drainage system may be eligible for credit to the service charge proportional to extent that those measures reduce the amount of runoff from the