

BOROUGH OF CARLISLE

COUNCIL MEETING

June 13, 2024

6:00 PM

MOMENT OF SILENCE Councilor Roos

PLEDGE OF ALLEGIANCE TO THE FLAG Councilor Roos

ROLL CALL

OPPORTUNITY FOR CITIZENS AND VISITORS TO BE HEARD

Members of the public and visitors may address Borough Council at this time on specific issues of concern relating to Borough government. This is a public meeting and we welcome your questions, comments and suggestions. Those individuals who called ahead and requested to be on the agenda will be called upon first - all others will be recognized by raising their hand. The Mayor may request that citizens who have concerns with a scheduled agenda item delay their comments until Council addresses that agenda item.

In order to reflect accurate meeting minutes, we ask that those who wish to address Council come forward to the podium. Individuals addressing Council are asked to give their full name and address (business or home) before beginning to speak. Citizens and visitors are asked to keep their comments brief, concise and must be limited to five minutes. This will permit everyone who wishes to speak an opportunity to do so.

PRESENTATIONS

Downtown Carlisle Association, Executive Director Stacey Gould

CITIZENS TO BE HEARD

Bosler Memorial Library, Executive Director Jeff Swope

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:

Council Meeting Minutes 5/9/2024

B. Approval of Bills and Investment Transactions:
Expenditures as of May 31, 2024

General Fund	\$ 616,287
Water Fund	\$ 216,546
Stormwater Fund	\$ 61,448
Sewer Fund	\$ 279,604
Solid Waste Fund	\$ 245
Capital Project Fund	\$ 563,168
Parking Fund	\$ 12,852

C. Budget & Finance

1. Borough Council may approve a special event request by Downtown Carlisle Association for Benchfield Farms to utilize three parking meters at the corner of South Hanover and West Church Avenue for purposes of "Downtown Horse Drawn Carriage Rides" scheduled for the Welcome Jam on August 3, 2024 from 11:00 a.m. to 2:00 p.m.
2. Borough Council may approve a resolution for the disposition of specific municipal records following the disposition schedule of the PA Historical and Museum Commission and as outlined in the attached Resolution.

D. ERCP

1. Borough Council may reappoint Mr. Eric Oakman to a second full term on the Parks and Recreation Board. This term will become effective July 1, 2024, and shall expire on June 30, 2028.
2. Borough Council may reappoint Mr. McKenzie Clark to a first full term on the Human Relations Commission. The term will become effective immediately and shall expire on February 29, 2028.
3. Borough Council may sign an amicus curiae brief in support of a federal lawsuit by the Transgender American Veterans Association (TAVA) seeking to require the U.S. Veterans Administration (VA) to provide gender-affirming care to transgender veterans.

E. Public Safety

1. Borough Council may approve several special events/street closures requested by Dickinson College as outlined below:

Event A: First Year Student Orientation Move in Day

Date: August 28, 2024

Time: 7:00 a.m. – 3:00 p.m.

Location: Cherry Street from W. High Street to W. Louther Street and Mooreland Avenue from W. High Street to W. South Street.

Event B: Homecoming

Date: November 2, 2024

Time: 10:00 a.m. – 6:00 p.m.

Location: Belvedere Street between W. High Street and Biddle Avenue South

Approval shall be contingent upon the receipt of a valid Certificate of Insurance form naming the Borough of Carlisle as an additional insured and the applicant reimbursing the Borough 100% of the variable and 10% of the fixed costs associated with this event.

2. Borough Council may authorize the closure of the first block of Mooreland Avenue on July 6, 2024, from 8:00 a.m. to 11:00 a.m. in the Mooreland Elementary School area for the 2024 **Summer Fair 5K Walk/Run**. Approval shall be contingent upon the receipt of a valid Certificate of Insurance form naming the Borough of Carlisle as an additional insured and the applicant reimbursing the Borough 100% of the variable costs and 10% of the fixed costs associated with this event.
3. Borough Council may authorize the annual **Halloween Parade** sponsored by the Carlisle Parks and Recreation Department and the Borough of Carlisle scheduled for October 23, 2024 from 7:00 p.m.- 8:30 p.m. including staging time from 6:00 – 7:00 p.m. The street closures include: Garrison Lane, East North Street to North Hanover Street to South Hanover Street, Porter Avenue and North Spring Garden Street. Approval is contingent upon Penn DOT's approval

4. Borough Council may approve the **Carlisle Holiday Parade** sponsored by the Borough of Carlisle on Thursday, December 5, 2024 from 7:00 p.m. – 8:00 p.m. with line up at 6:00 p.m. The street closures include: Garrison Lane, East North Street to North Hanover Street to South Hanover Street and Porter Avenue and North Spring Garden Street. Approval is contingent upon Penn DOT's approval.

F. Public Works

1. Borough Council may authorize 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 commercial development on Lot 1 of the former IAC Site Land Development Plan.
2. Borough Council may reaffirm the execution by the Mayor of a Stormwater Management Operations and Maintenance Agreement between the owner of 417 Croghan Drive and the Borough related to the owner's responsibilities for the stormwater best management practices present on the property.

G. Sustainable Community & Economic Planning

1. Borough Council may reaffirm the execution by the Mayor of the Fourth Amendment to the October 27, 2017 Developer Agreement between Carlisle Auto Industries, Inc. and the Borough regarding redevelopment of the former IAC Site.

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

1. Borough Council may temporarily restrict parking at the parking meters in the Pomfret Street Parking Lot on June 28, 2024, from 8 am until midnight to support an event hosted by the Carlisle Theatre. Approval shall be contingent upon the receipt of a valid Certificate of Insurance form naming the Borough of Carlisle as an additional insured and the applicant reimbursing the Borough 100% of the variable costs and 10% of the fixed costs associated with this event.
2. Borough Council may temporarily restrict parking to provide handicap only parking on the north side of West High Street from West Street to College Street on July 13, 2024 from 7 am until 9 pm to support Dickinson College and the Bluegrass Festival. Approval shall be contingent upon the receipt of a valid Certificate of Insurance form naming the Borough of Carlisle and PennDOT as additional insureds and the applicant reimbursing the Borough 100% of the variable costs and 10% of the fixed costs associated with this event.
3. Outside Agencies
 - a) Borough Council may approve the disbursement of funds as part of the 2024 Budget to the Outside Agency - Carlisle East Side Neighborhood Association in the amount of \$1,000.
 - b) Borough Council may approve the disbursement of funds as part of the 2024 Budget to the Outside Agency - Central PA HBCU & Workforce Fair in the amount of \$1,250, contingent on the event being held in Carlisle.
 - c) Borough Council may approve the disbursement of funds as part of the 2024 Budget to the Outside Agency – Sertoma Club in the amount of \$500, contingent on the funds being used towards the purchase of Fire Detection Systems.
 - d) Borough Council may approve the disbursement of funds as part of the 2024 Budget to the following Outside Agencies as recommended below:

Outside Agency	Recommended
Carlisle Band	\$ 1,000
Carlisle Summerfair	\$ 500
Lamberton Community Garden	\$ 1,000
Project Share of Carlisle	\$ 2,000

B. Employee Relations & Citizen Participation:

1. Borough Council may appoint Mr. Douglas Heineman to a partial term on the Carlisle Borough Historical Architectural Review Board (HARB) effective immediately and expiring on December 31, 2027.
2. Borough Council may appoint Mr. Lee Winton to a partial term on the Carlisle Borough Planning Commission effective immediately and expiring on February 29, 2028.
3. Borough Council may appoint Mr. Martin Siefering to a partial term on the Carlisle Borough Historical Architectural Review Board effective immediately and expiring December 31, 2027.
4. Borough Council may appoint Mr. Bedrudin Becirovic to a first full term on the Carlisle Borough Civil Service Commission effective August 1, 2024 and expiring July 31, 2030.
5. Borough Council may appoint Ms. Rebecca Hietsch to a first full term on the Carlisle Borough Civil Service Commission as an Alternate effective immediately and expiring May 31, 2030.
6. Borough Council may appoint Lia Jefferson as the Dickinson College Student Ambassador to Borough Council. Term shall become effective September 2024 and shall expire May 2025 with the option for reappointment for an additional year of service thereafter.

C. Parks & Recreation:

1. Borough Council may adopt an ordinance authorizing the lease of the Hope Station Building in Memorial Park. (Roll Call Vote)
2. Borough Council may approve a resolution adopting initiatives for Carlisle Borough to be recognized as a Pennsylvania Audubon Council Bird Town Pennsylvania.

D. Public Works:

1. Borough Council may award the unit price contract for the Purchase of Downtown Traffic Signal Communication Equipment to the lowest responsive bidder, Signal Service, Inc., of West Chester, Pennsylvania, in the amount of \$57,230.00 (Fifty-seven thousand and two hundred and thirty dollars).
2. Borough Council may approve the purchase and installation of a replacement pump control system and new discharge valves for the Waggoner's Gap Pumping Station from Envirep, Inc. of Camp Hill, Pennsylvania for \$147,735.00 (One Hundred Forty-Seven Thousand Seven Hundred Thirty-Five dollars) through the Commonwealth of Pennsylvania's cooperative purchasing (COSTARS) program.

E. Sustainable Community & Economic Planning:

1. Borough Council may approve requests by Carlisle Allen, LLC to waive preliminary plan review per Section 226-14; and approve the final plans for Carlisle Allen, LLC at 207 Allen Rd. Carlisle, subject to conditions imposed by staff.

NEW BUSINESS - This section includes citizens who would like to address Council on any matter relating to Borough government. Comments under this section are governed according to the requirements under Opportunity for Citizens and Visitors to be Heard.

ADJOURNMENT

June 2024 – (All meetings will be held at Borough Hall unless otherwise noted.)

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| 13 | Council Meeting | 6:00 p.m. |
| 27 | Planning Commission | 5:30 p.m. |

July 2024 - (All meetings will be held at Borough Hall unless otherwise noted.)

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| 1 | Historical Architectural Review Board | 5:30 p.m. |
| 2 | Board of Appeals | 5:00 p.m. |
| 2 | Zoning Hearing Board | 6:30 p.m. |
| 4 | Borough Hall Closed in Observance of Independence Day | |
| 11 | Borough Council Meeting | 6:00 p.m. |
| 16 | Sewer Authority | 6:00 p.m. |
| 17 | Municipal Authority | 6:00 p.m. |