

BOROUGH OF CARLISLE
COUNCIL MEETING MINUTES
January 9, 2025
6:00 PM

Present at the meeting: Mayor Shultz, Deputy Mayor Landis, Councilors Mellen, Perry, Roos, Shiles, and Stuby. Also present were Borough Manager Armstrong, Solicitor Brenneman, Chief Landis, Assistant Borough Manager Juday, Finance Director Cohen, Sustainable Community and Economic Planning Director Woolston, Water Resources Director Abeln, Borough Engineer Bergsten, Parks and Recreation Director Crouse, HR Director Berrier, Fire Chief Randy O'Donnell, Public Information Coordinator Taylor, and Borough Secretary Blair.

Mayor Shultz called the Council Meeting to order at 6:04 p.m.

Councilor Shiles led the Moment of Silence dedicated to those displaced by the LA wildfires.

CITIZENS AND VISITORS TO BE HEARD

None

PRESENTATIONS

Carlisle Police Chief, Taro Landis introduced the Borough's new Officers, and they were sworn in by Mayor Sean Shultz.

CITIZENS TO BE HEARD

None

CONSENT AGENDA-Council voted 7-0 to approve the consent agenda. (Landis/Mellen)

A. Minutes:

Borough Council approved the Special Budget Meeting Minutes from December 12, 2024, and the Council Meeting Minutes from December 12, 2024.

**B. Approved Bills and Investment Transactions:
Expenditures as of December 31, 2024**

General Fund	\$ 717,552
Water Fund	\$ 794,900
Stormwater Fund	\$ 497,098
Sewer Fund	\$ 728,838
Solid Waste Fund	\$ 201
Capital Project Fund	\$ 537,234
Parking Fund	\$ 99,343
Highway Aid Fund	\$ 254,667

C. HARB

Borough Council approved the following Certificates of Appropriateness:

- 1. West St. Amez Church of 136 S. West Street to replace roof purlin, ridge eave purlin, outside wood entrance, replace stain glass windows and frames, and replace exterior door with in-kind.*
- 2. Sterling Property Management of 20 N. Hanover to replace the existing sign with a new non-illuminated sign.*
- 3. Careth Krajack of 44 S. Pitt Street to repair or replace dry rotted wood on the existing front entrance and end cap existing gutter.*

D. Budget & Finance

- 1. Borough Council ratified the Manager's approval to temporarily restrict parking at six of the parking meters in the Pomfret Street Parking Lot on January 10, 2025, from 12:00 pm until January 11, 2025, at 11:00 am to support an event at the Carlisle Theatre.*
- 2. Borough Council approved a special event request by the Downtown Carlisle Association to utilize four parking spaces at the intersection of Courthouse Avenue and S. Hanover St. and lift the sidewalk ordinance for purposes of holding the Annual Ice Art Fest and Benchfield Farms Carriage Rides scheduled for Friday, January 31 beginning at 4:00 p.m. through Sunday, February 2, 2025 at 3:00 p.m. Approval is contingent on the receipt of a valid Certificate of Liability Insurance form naming the Borough of Carlisle as an additional insured.*
- 3. Borough Council appointed Jason Cohen as Treasurer effective January 10, 2025.*
- 4. Borough Council appointed Jason Cohen as Tax Collector effective January 10, 2025.*

E. ERCP

- 1. Borough Council reappointed Ms. Meghan Anderson to a first full term on Carlisle Borough's Sewer System Authority. The term shall be retroactive to January 1, 2025, and expire on December 31, 2029.*
- 2. Borough Council reappointed Mr. Kevin Weddle to a second full term on Carlisle Borough's Municipal Authority. The term shall be retroactive to January 1, 2025, and expire on December 31, 2029.*
- 3. Borough Council accepted the tendered resignation of Ms. Britt Erney-Muniz as a member of the Carlisle Zoning Hearing Board effective December 31, 2024.*
- 4. Borough Council accepted the tendered resignation of Ms. Morgan Goodling as an alternate on the Carlisle Human Relations Commission effective January 6, 2025.*

F. Parks & Recreation

- 1. Borough Council approved a Sublease Agreement between Hope Station Opportunity Area Neighborhood Council and Summer Program for Youth (SPY) for premises leased at 149 W. Penn Street, known as Hope Station in Memorial Park subject to the Borough Solicitor's final review and approval.*

G. Sustainable Community & Economic Planning

1. *Borough Council approved an after-the-fact 180-day time extension for considering and taking action on the Final Subdivision and Land Development Plan for Lot 1, Carlisle Auto Industries subdivision (former IAC site) as per Section 226-21.A.2 of the Borough's Subdivision & Land Development Ordinance. The new deadline shall be April 7, 2025.*
2. *Borough Council approved the execution by the Mayor of the Fifth Amendment to the October 27, 2017, Developer Agreement between Carlisle Auto Industries, Inc. and the Borough regarding redevelopment of the former IAC Site subject to the Borough Solicitor's review and approval.*

REGULAR AGENDA

TABLED, CONTINUED, AND RECURRING ITEMS

REPORTS FROM ELECTED OFFICIALS

1. Mayor's Report

1. Mayor Shultz presented Bosler Memorial Library's Jeff Swope, Executive Director and Tiffany Winell, Assistant Director, a Proclamation for the Library's 125th Anniversary. Mayor Shultz recognized the library to be a cornerstone of the Borough of Carlisle since 1900 providing invaluable service and commitment to the community, promoting literacy and lifelong learning to a population of more than 56,000.

Councilor Mellen mentioned her 50-year patronage of the Bosler Library, praising the leadership for 125 years of serving the community.

REPORTS FROM COMMITTEES

A. Budget & Finance

1. Borough Council voted 7-0 to approve the 2025 contract renewal with Springbrook Software in the amount of \$91,478.65 (Ninety-One Thousand Four Hundred Seventy-Eight Dollars and Sixty-Five Cents). (Landis/Shultz)

B. ERCP

1. Borough Council voted 7-0 to appoint Mr. Kellan Lowe to a partial term on the Carlisle Borough Municipal Authority. The term shall become effective immediately and expire on December 31, 2028. (Mellen/Perry)

C. Public Safety

1. Borough Council voted 7-0 by roll call vote to enact an ordinance amending Chapter 22, Fire Department, of the Code of the Borough of Carlisle repealing Article III, Blue Lights on Vehicles. (Shultz/Roos)
2. Borough Council voted 7-0 to approve the purchase of two 2025 Ford Police Interceptor Utility Hybrids from New Holland Auto Group totaling \$98,638 (Ninety-eight thousand six hundred thirty-eight Dollars) through the Commonwealth of Pennsylvania's Cooperative Purchasing Program (COSTARS #013-E22-223). (Shultz/Roos)

D. Public Works

1. Borough Council voted 7-0 by roll call vote to enact an ordinance amending the Code of the Borough of Carlisle with respect to Chapter 197, Sewers, relating to the Carlisle Industrial Pretreatment Program. Said provisions will incorporate new local limits that will be applied to permitted industries who contribute process wastewater to the Carlisle Region Water Pollution Control Facility. (Stuby/Roos)

E. Sustainable Community & Economic Planning

1. Borough Council voted 7-0 to accept the Carlisle Historic District survey report of architectural and historic resources prepared by ASC Group, Inc. architectural historians and dated November 2024. (Shiles/Landis)
2. Borough Council voted 7-0 to approve a Minor Subdivision and waive all other requirements of the Borough's subdivision ordinance for two (2) developed lots at 49 Walnut Street. (Shiles/Landis)
3. Borough Council voted 7-0 to direct the Borough Solicitor to schedule a public hearing on April 10, 2025, at 5:45 p.m. and proceed with public notification for a proposed amendment to the Carlisle Zoning Map in accordance with the Pennsylvania Municipalities Planning Code for Tax Parcel IDs 03-21-0318-142, 03-22-0487-009, and 03-22-0487-010 from C-2 Shopping Center/Mixed Use District to UM Urban Mixed-Use District. (Shiles/Landis)

Jared Woolston, SCEP Director, provided more detail as discussed previously in the Land Use Reform Sub Committee meeting.

Now is the time to update the zoning to provide us with the most options for planning and potentially add some new opportunities for the landowner. With the Urban Mix Use zoning and the intended small area planning that the Borough will receive funding from the Municipal Assistance Program for, the time is right and the zoning is consistent with the comprehensive plan.

NEW BUSINESS

None

REPORTS FROM COUNCIL MEMBERS & STAFF

Deputy Mayor Landis wanted to:

- 1) Thank the Fire Department for their work with the terrible fires in the area, during and the Holiday Season, and in the cold weather.
- 2) Follow up on residents' comments regarding a resolution for the cease fire agenda, recognizing the history of Palestine and the concerns that have been happening now as well as throughout the past 70 years. Mitch Shiles would like to show solidarity with those who experience extreme levels of violence. Councilor Roos agreed with Councilor Shiles and Councilor Stuby offered to help word the resolution. Councilor Perry added that she would like to have a discussion about it. Councilor Mellen would like to speak to members of the community about their thoughts and would be willing to look at a revision. Mayor Shultz mentioned that they would need to bring it forward in the Workshop and that there is a long history of pain in that area, the atrocities that occurred at the hands of Hamas, suffering at the hands of leadership, and that the original wording of the resolution is quite offensive to the Jewish Community.

ADJOURNMENT

There being no further business, Mayor Shultz adjourned the meeting at 6:34pm