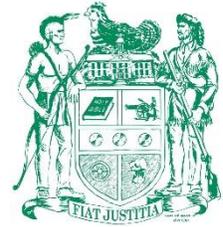


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**BOROUGH OF CARLISLE
COUNCIL MEETING MINUTES
November 12, 2020**

This meeting was held via Zoom due to the restrictions of social distancing put in place due to Covid-19.

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

Council members present: Councilors Crampsie, Fulham-Winston, Hicks, Landis, Stuby, Deputy Mayor Shultz and Mayor Scott. Also present were: Borough Manager Armstrong, Assistant Borough Manager Snyder, Police Chief Landis, Finance Director Juday, Community Development Manager Skelly, Parks & Recreation Director Crouse, Fire Chief Snyder, Human Resource Supervisor Hamilton, Public Information Coordinator Taylor, Solicitor Brenneman, Dickinson College Student Ambassador DelMain, and Borough Secretary Stone.

OPPORTUNITY FOR CITIZENS AND VISITORS TO BE HEARD

PRESENTATION

Mr. Glenn White, DCA Executive Director provided information on the following events that are scheduled to occur in downtown Carlisle.

- Carlisle Action Network (CAN) will hold a Shop Safely Press Conference asking the downtown merchants to encourage shoppers to wear masks. He noted new street banners will be placed downtown stating, "Carlisle CAN, Shop Safely, Learn Safely" and free masks were provided for downtown merchants to offer to shoppers.
- DCA and the Chamber of Commerce to hold a Press Conference promoting Small Business Saturday with the theme of "Think Big, Shop Small". There will be a challenge for shoppers to buy at least two Christmas gifts from a downtown merchant or restaurant. He expressed the need to help the downtown merchants recover from the past months of lost revenues.
- Santa Claus Comes to Town event with Santa on a fire truck driving around Carlisle and then stopping at the square to light the Christmas tree. Arrangements were also planned for picture taking with Santa, downtown carriage rides, Santa mailbox, Zoom meetings with Santa and Christmas Ornament sales.

Councilor Landis encouraged downtown shopping and suggested buying gift cards from the merchants.

OPPORTUNITY FOR CITIZENS AND VISITORS TO BE HEARD

None were heard

CONSENT AGENDA

Deputy Mayor Shultz made a motion, seconded by Councilor Fulham-Winston, to approve the Consent Agenda. Council unanimously voted (7-0) to approve the Consent Agenda, which consisted of the following items:

A. Minutes:

Council Meeting 10/08/2020

B. Approval of Bills and Investment Transactions:

Expenditures as of October 31, 2020

General Fund	\$ 1,614,765
Water Fund	\$ 1,366,991
Sewer Fund	\$ 1,215,192
Stormwater Fund	\$ 192,957
Solid Waste Fund	\$ 308,687
Capital Projects Fund	\$ 422,976
Parking Fund	\$ 118,261
Highway Aid Fund	\$ 357,677

C. Community Planning & Development:

1. *Borough Council authorized the execution of the Borough of Carlisle's CDBG-CV Administrative Agreement among the Borough of Carlisle, Cumberland Area Economic Development Corporation, and the Cumberland County Redevelopment Authority that outlines each party's obligations regarding the U.S. Department of Housing and Urban Development CDBG-CV Funding Award provided to the Borough of Carlisle under the provisions of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). Approval is subject to the Borough Solicitor's satisfactory review and approval of the agreement. Furthermore, Borough Council may ratify the Borough of Carlisle's Small Business Grant Awards totaling \$149,750 (one hundred forty-nine thousand seven hundred fifty dollars) to 46 (forty-six) small businesses as recommended and approved by the Borough of Carlisle's Small Business Grant Relief Committee and authorize the Mayor to execute each agreement by and between the Borough of Carlisle and the grantee. Copy of grantees and awards shall be attached to these minutes*

D. HARB:

The HARB was approved for the issuance of Certificates of Appropriateness relating to the following items:

1. *A request by Mark Duckenfield for a Certificate of Appropriateness for 136 South Hanover Street to:
 - a. *Reconstruct the roof over top of the existing bay window to add slight amount of pitch for proper drainage. New pitched design will have OSB sheeting with a membrane roof proposed for overtop.*
 - b. *Install new enlarged three-inch downspout.**
2. *A request by Kurashita Legacy for a Certificate of Appropriateness for 10 North Pitt Street to:
 - a. *Replace existing "Alibis" sign with new business logo signage. The sign will be made of carved Dunaboard and will hang from a one-inch tubular steel bracket. The hanging bracket securing the sign will be made from custom-made iron.**
3. *A request by BG Property for a Certificate of Appropriateness for 105 North Hanover Street to:
 - a. *Install new hanging sign made of HDU composite material for new "Dough and Arrows" business.*
 - b. *Sign will be hung from a black metal hanging bracket placed between the center and right windows of the second floor of the building.**
4. *A request by Elizabeth Vega for a Certificate of Appropriateness at 204 North Hanover Street to:*

- a. *Install new window graphic for “Lizardis Restaurant” on front glass façade.*
 - b. *Install new window awning. The awning will be completely wrapped.*
5. *A request by Elizabeth Hill for a Certificate of Appropriateness at 137 S. East Street to:*
- a. *Replace three windows with one over one Anderson 400 Series windows.*
 - b. *Replace the 32”, six panel steel front door with an in-kind door.*

E. Mayor’s Report:

- 1. *Borough Council ratified the following COVID-19 economic recovery measures designed to assist the Borough of Carlisle’s small business community and respond to the public health emergency.*
 - a. *Temporary use of the West Chapel Avenue Parking Lot for activities sponsored by Earth Artisan and Outfitter and Downtown Carlisle Association. Events held on Saturday, October 24 and Saturday October 31, 2020.*
 - b. *Installation of the Carlisle Community Action Network (CAN) banners on Borough of Carlisle lampposts situated on High and Hanover Streets with the C-1 Central Business District.*

REGULAR AGENDA

TABLED, CONTINUED, AND RECURRING ITEMS

None

REPORTS FROM ELECTED OFFICIALS

A. Mayor’s Report:

- 1. Mayor Scott presented a Small Business Saturday Proclamation asking residents to show support on November 28, 2020 for the downtown Carlisle businesses.

REPORTS FROM COMMITTEES

A. Budget & Finance:

- 1. Borough Council voted 7-0 to approve the license agreement between Union Fire Company No. 1 and the Borough of Carlisle with respect to the installation of video surveillance cameras in the West Locust Avenue parking lot and associated electrical work. (Shultz/Crampsie)
- 2. Borough Council voted 7-0 to approve a reallocation of existing available debt not to exceed \$2 Million from the Water Fund to the Sewer and Stormwater Funds for their use towards capital projects, such a reallocation would include a reallocation of future debt payments on the debt transferred. (Shultz/Crampsie)

B. Public Works:

- 1. Borough Council voted 7-0 to 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 7-Eleven Convenience Store to be located at 1003 South Hanover Street. (Fulham-Winston/Landis)

NEW BUSINESS

Ms. Wanda Hunter, 236 Walnut Bottom Road, Carlisle, Pennsylvania inquired if road improvements could be made to the intersection of Walnut Bottom Road and West Street. She stated that portion of road is very uneven and causes her car to shake. Mr. Malarich noted that is a Penn Dot intersection and he would reach out to them to make them aware of the road conditions.

REPORTS FROM COUNCIL MEMBERS & STAFF

Councilor Fulham-Winston expressed her deep appreciation to the members of the Cumberland County Bureau of Elections and volunteers who did an outstanding job during this past election.

Deputy Mayor Shultz shared a conversation exchange he had with a County staff observer during the vote counting in the past election. The staff observer, who was there on behalf of the Republican Party, asked him, do you know why we are here? Deputy Mayor Shultz replied, to see that the job is done effectively, accurately and efficiently. The staffer replied yes, and so we can go out and tell everybody that this was a fair and accurate count. Deputy Mayor Shultz also reported that a Town Hall meeting on racism is being planned in conjunction with Martin Luther King Day on January 16, 2021 and noted more detail are to come.

Councilor Hicks remarked that he took part in the Veterans Day Memorial Service and it was a very meaningful service. He reported on a virtual meeting that was held with Carlisle, England, Borough Council and staff members that specifically addressing climate action planning. They identified several areas for possible collaboration, including community engagement, transportation planning, economic growth and energy provisioning. Councilor Hicks remarked the most important discoveries in this partnership were that the UK has taken an aggressive action reducing greenhouse gas emissions and they have the mindset of “go big early then fall back.” He noted there were many similarities in our towns in terms of relative emissions across our transportation, commercial and industrial sectors, as well as residential housing.

Councilor Landis expressed thanks to the election Borough, Glenn White for mentioning shopping locally along with Councilor Hicks and Councilor Crampsie for acknowledging for Veterans Day.

Student Ambassador DelMain noted that Dickinson College freshman and sophomore students will return to the school in January and then only the juniors and seniors will return in the spring. She thanked Borough staff members for taking time to meet with her to help her find a direction for her ambassadorship.

ADJOURNMENT

There being no further business or public comment, the meeting adjourned at 7:39 p.m.

Timothy A. Scott
Mayor

Joyce E. Stone
Borough Secretary