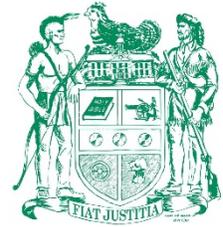


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**BOROUGH OF CARLISLE
COUNCIL MEETING MINUTES
January 14, 2021**

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

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, Water Resource Director Malarich, Finance Director Juday, Community Development Manager Skelly, Parks & Recreation Director Crouse, Fire Chief Snyder, Public Information Coordinator Taylor, Solicitor Brenneman, Dickinson Law College Student Ambassador Speer, Dickinson College Student Ambassador DelMain and Borough Secretary Stone.

Presentation:

PPL Vegetation Management:

Ms. Tracie Logue Witter, Regional Affairs Director for PPL, explained the role of the company is to manage 28,000 miles of distribution power lines in a 29 county service area. They monitor electric reliability and have found that the number one cause of electrical outages is related to trees. PPL works with qualified contractors to preform tree pruning in a professional manor. Mr. Justin Mease, a tree forester for PPL, stated that they provide area wide tree maintenance on a four to five year rotation cycle. He noted their maintenance program is designed to properly prune trees to improve the health of the tree and electric service reliability. (See attached PPL Brochure)

Councilor Fulham-Winston expressed concern that the trees on her street had not been trimmed for at least 10 years until recently, which has left the trees unsightly. She recommended that those trees should be placed in the four to five year rotation.

Councilor Hicks thanks PPL for their quick response time to a recent outage. He also encouraged PPL to keep in mind that aesthetics are critical to the Borough's charm and to consider a more frequent pruning cycle in certain areas of the Borough. Mr. Hick's inquired about installation of underground electric lines. In the Borough. Mr. Mease replied that is more costly and difficult to pinpoint a problem with underground lines. He also noted PPL is using digitized methods to track the frequency of area trimming.

Fire Chief Snyder asked PPL to remind their trimming services to provide adequate traffic management during a pruning event in the Borough.

OPPORTUNITY FOR CITIZENS AND VISITORS TO BE HEARD

Mr. Glenn White, Executive Director of DCA:

Mr. White thanked the Borough and Dickinson College leadership for suggesting the downtown merchant gift certificate program. He explained the new gift certificate program, LoveBuck\$, was rolled out in November. The objective of the gift certificates is to help get money back into the hands of the merchants. Mr. White noted that since the sales began DCA had sold several thousand dollars worth of certificates. He expects to see an increase in LoveBuck\$ sales in the spring. He mentioned that the merchant vacancy occupancy has decreased to 6.75%, which is down from the previous 13%. Mr. White announced there

will be a 5th Annual IceArt Festival in February, with 50 ice sculptures being sold to date. The program will follow COVID safety guidelines including a pre-registration effort to assist with contact tracing. Mr. White noted that DCA sent letters of support for six businesses that applied for the Heartbeat of America grant and one business was awarded a grant. He spoke of a new grant opportunity for businesses that are located in an accredited Main Street organization. Mr. White will assist with letters of support for those downtown businesses that apply. There was discussion regarding merchants being reimbursed for spent LoveBuck\$. Mr. White stated the turnaround time would be 24 to 48 hours for merchants to receive their money.

Ms. Michelle Crowley, President of Carlisle Area Chamber of Commerce provided an update on the programs being implemented through the Chamber to assist in keeping as many business open as possible. Those programs and assistance are as follows:

- Forum held with local business and restaurants to discuss the impacts from the shutdown
- Partnered with PA 30 Day Fund – a group that provided a three thousand grant to an area business.
- Local Campaign that raised forty three thousand dollars to date. Thirty-five thousand has been distributed to the community.
- Partnered with Dickinson College students on an internship to assist the Chamber.
- Created a list of opportunities/aid for businesses and residents
- Wrote Letters of support for Main Street grant program
- Assisted with PPP applications
- Working with the Borough to find multiple locations in Carlisle for Covid vaccinations

Ms. Crowley spoke of her positive experience working with Borough Manager Susan Armstrong on projects throughout the Borough from helping a business with a sidewalk café to extensive downtown snow removal.

Ms. Victoria Hamel, 715 Sherwood Drive, Carlisle, Pennsylvania, asked for all to self-reflect regarding social justice and civil rights issues, that they are sincere when speaking of their interest in these issues and not using them as a stepping stone for political gain. She noted it is a time to put words into action and quoted John. F. Kennedy “ask not what your country can do for, but what you can do for your country”.

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 12/10/2020

B. Approval of Bills and Investment Transactions:

Expenditures as of December 31, 2020

<i>General Fund</i>	<i>\$ 730,964</i>
<i>Water Fund</i>	<i>\$ 338,678</i>
<i>Sewer Fund</i>	<i>\$ 482,958</i>
<i>Stormwater Fund</i>	<i>\$ 80,465</i>
<i>Solid Waste Fund</i>	<i>\$ 126,465</i>
<i>Capital Projects Fund</i>	<i>\$ 357,804</i>
<i>Parking Fund</i>	<i>\$ 14,398</i>
<i>Highway Aid Fund</i>	<i>\$ 17,233</i>

C. Budget & Finance:

1. *Borough Council approved the annual renewal of Springbrook Software for the Borough's primary Operating Software Package.*

D. HARB:

The HARB received approval for the following items:

1. *Request by Natacha Seraphin at 121 East Louthier Street to repoint the west wall of the building and have missing bricks replaced. Also, repoint the south side front façade and replace the beadwork on the stones surrounding the façade. Type N Workrite cement and yellow sand will be used to match the existing mortar.*
2. *A request by Amy Briscoe at 201 North Hanover Street to mount a 24" x 48" aluminum sign to existing brick façade above metal awning. Sign reads "Suds-N-Kisses" pet salon and boutique.*

REGULAR AGENDA

TABLED, CONTINUED, AND RECURRING ITEMS

None

REPORTS FROM ELECTED OFFICIALS

A. Mayor's Report:

1. Borough Council voted 7-0 to approve a resolution that supports allowing for municipalities throughout Pennsylvania to enact their own minimum wage legislation. (Scott/Crampsie)

Councilor Crampsie noted this resolution would encourage the generally assembly to pass a very simple piece of legislation that says local governments would be able to set their own minimum wage. He expressed the present minimum wage of \$7.25 creates issues for our local residents being able to afford housing, healthcare and basic needs. Councilor Crampsie suggested holding discussions with the DCA and the Chamber to get a sense of what our businesses think is a fair minimum wage.

Councilor Fulham-Winston noted the last time the minimum wage was increased was in 2009 and that she concurs with Councilor Crampsie on this topic.

Councilor Landis expressed that it is proven when municipalities and states enact these types of progressive changes, it moves up to the federal level.

Ms. Connie Bires, 47Arch Street, Carlisle, Pennsylvania inquired as to what was origination the resolution. Councilor Crampsie replied it is a template being used by other local governments. Ms. Bires expressed that she felt Council is securing the resolution before canvassing the local businesses for their opinions on the subject. Mr. Crampsie replied if action was taken at the state level, the Borough would then be prepared to start collecting data from the businesses. There was discussion as to whom this resolution was representing. Mr. Crampsie expressed that the resolution would give local government local control on this issue.

REPORTS FROM COMMITTEES

A. Community Planning & Smart Growth:

1. Long & C.H.W. Final Subdivision Plan

- a. Borough Council voted 7-0 to approve a waiver for the submission of a Preliminary Subdivision Plan for Long & C.H.W. (226-19). (Crampsie/Stuby)

Mr. Justin Doty, Representative for FSA noted after discussions were held with his client, staff and some Council members, the client agreed to add the following notes to the plan.

1. Contractors shall take care during rock removal operations to follow industry standards and when warranted perform any pre-blast survey followed by a post-blast surveys in according with state and federal rules and guidelines.
2. All stormwater operation and maintenance agreements must be submitted to and approved by the Borough prior to obtaining a building permit.
3. Improvement security must be posted with the Borough and a developer's agreement entered into with the Borough prior to obtaining a building permit.
4. There may be areas on the lot containing rock that may impact utility placement, proposed stormwater facilities to be constructed, and building location and there have been no subsurface investigations done as a condition of approval of the plan that created the lot.

Ceceile Strand, 348 Wilson Street, Carlisle, Pennsylvania, asked for clarity on note 4 as to the areas on the lot that have yet to be discovered to have limestone and a channel of water. Mr. Doty explained the meaning of that note is alerting a future developer that they would encounter rock on the site, but there are no known channels of water on the site.

Mr. John Dutrey thanked Mr. Garrity and his team for acquiring this lot and dividing responsibly.

Councilor Landis remarked it is good for the residents to understand that Council is listening and that these neighbors have made inquiries in order to know that this development is going to be good for their community. She hopes this process has shown that the Borough has the best interest of the residents in mind as well as the developer.

- b. Borough Council voted 7-0 to approve a modification for the provision of a suitable escrow, letter of credit, or other security, prior to plan recordation (226-21.C-P). This requirement will be satisfied at the time of building permit submission. (Crampsie/Stuby)
- c. Borough Council voted 7-0 to approve a modification for the provision of an engineer's construction cost estimate for the full material and installation costs for all proposed improvements. (226-21.H, I) This requirement will be satisfied at the time of building permit submission. (Crampsie/Stuby)
- d. Borough Council voted 7-0 to approve a modification for the provision of a Stormwater Operations & Maintenance Agreement. This requirement will be satisfied through the preparation of an initial abbreviated agreement and a detailed agreement for individual lots at the time of building permit submission. (217-17.E.15; 25.C; 26). (Crampsie/Stuby)

- e. Borough Council voted 7-0 to approve a Final Subdivision Plan for Long & C.H.W., prepared by FSA Associates, Inc., dated September 1, 2020, *as revised on December 18, 2020*, subject to the applicant's acceptance and satisfactory resolution of the conditions imposed by staff.

B. Economic Development:

1. Borough Council voted 7-0 to direct the Borough Solicitor to draft and advertise an ordinance approving an Agreement between the Redevelopment Authority of Cumberland County and the Borough of Carlisle to include but not be limited to the continuance of leasing of office space, parking and basic services in Borough Hall. Agreement shall be retroactive January 1, 2021 to December 31, 2021. (Hicks/Fulham-Winston)

C. ERCP:

1. Borough Council voted 7-0 to appoint Mr. Jacob Krieger to a partial term on the Carlisle Borough Planning Commission. This term will become effective immediately and shall expire on February 28, 2023. (Stubby/Shultz)

D. Public Safety:

1. Borough Council voted 7-0 to approve a special event request by the Downtown Carlisle Association to utilize three parking meters at the corner of South Hanover and West Church Avenue, one parking meter at 105 North Hanover Street, and lift the sidewalk ordinance for purposes of holding the Annual Ice Art Fest scheduled for February 5-7, 2021. (Scott/Hicks)

Approval shall be contingent upon the following:

- The DCA's COVID-19 plan shall be consistent with Governor Wolf and Pa. Department of Health's Orders regarding gathering limitations, social distancing, and any/all other relevant precautionary measures that may be in place at the time of said event. Said plan shall be reviewed and approved by the Carlisle Borough Emergency Management Coordinator and Borough Manager;
 - Submission of a valid Certificate of Liability Insurance form naming the Borough of Carlisle as an additional insured; and,
 - The Borough reserves the right to revoke its approval if deemed to be in the best interest of the health of the community or participants and/or future COVID-19 directives require such action.
2. Borough Council voted 7-0 to approve the recommendation to the Cumberland County Department of Public Safety the appointment of Joseph Grimes and Brian Hamilton as Carlisle's Municipal Deputy Emergency Management Coordinators (EMC). (Scott/Hicks)

E. Public Works:

1. Borough Council, by a roll call, voted 7-0 to adopt an ordinance prohibiting the use of Engine Brake Retarding Devices on Spring Garden Street within the Borough of Carlisle. (Fulham-Winston/Landis)
2. Borough Council voted 7-0 to approve an agreement amendment to the Engineering Services Contract with Michael Baker International, Inc. adjusting the scope to include environmental clearance for Federally funded projects and associated design adjustments needed for the Carlisle Connectivity Project, increasing the contract by an amount not to exceed \$135,692 (one hundred thirty-five thousand six hundred ninety-two dollars), subject to approval of the agreement by the Borough Solicitor. (Fulham-Winston/Landis)

NEW BUSINESS

No Citizens were heard.

REPORTS FROM COUNCIL MEMBERS & STAFF

Dickinson Law College Student Ambassador Speer noted students may return to campus in February.

Councilor Fulham-Winston spoke of the objection to the presidential election results by our congressional representative, which she found this behavior exorable and indefensible and contrary to the goals of a republic.

Councilor Crampsie stated that with the recent negative political events, he is hopeful that 2021 will be much brighter and we are blessed to have an amazing Borough Manager and staff working for our community. We have tough issues ahead that will require coordination and community help with small businesses and vaccine rollouts. He encouraged the community to be engaged with all these efforts.

Councilor Landis sadly spoke of the loss of her friend and co-worker that passed away from COVID. She encouraged all to wear masks to save lives.

Councilor Hicks indicated an update meeting with our sister city Carlisle will take place in January to strengthen collaboration. When they meet, the goal will be to develop objectives of the four subgroups that formed to involve transportation, economic growth and energy, and community engagement.

Deputy Mayor Shultz spoke of the upcoming town hall that will focus on racial equity. He noted this will be an opportunity for Council to listen to the community and take action that will make a difference in people's lives. Deputy Mayor Shultz expressed that there are a number of organizations in the Borough who are preparing to make efforts in moving forward with racial equity, inclusiveness and more equity for those who have suffered from centuries of oppression.

Borough Manager Armstrong thanked Council for their support through the fiscal year 2020 and mentioned the Borough is looking forward working with everyone in 2021. She noted departments are prioritizing the upcoming projects and they stand ready to advance the objectives that Council has set for our community.

Dickinson College Student Ambassador DelMain noted she is working on several community projects that are in the planning stages. The projects include using arts to bring joy and creativity to our community spaces and creating a land acknowledgement resolution to honor the land that resulted in settlers occupying unseated indigenous territory. She mentioned a portion of Dickinson students will be returning to Carlisle in January and then additional students will return in February.

ADJOURNMENT

There being no further business or public comment, the meeting adjourned at 8:38 p.m.

Timothy A. Scott
Mayor

Joyce E. Stone
Borough Secretary



Before trimming



After trimming

Right tree in the right place

If you plan to plant a new tree, or replace an existing tree, please pay close attention to what you plant and where. When choosing a spot to plant your tree, make sure it will have plenty of room to grow to its full potential. Speak with the nursery where you plan to purchase the tree and tell them about any power lines so they can help you select the right tree.

Planting the right tree for the right place will make your property safer and more attractive and will reduce the likelihood of power outages. Our professional foresters can also advise you on proper tree selection for the location you have chosen.



PPL Electric Utilities is a
Tree Line USA Utility

If you have additional questions
visit ppl electric.com/vegetation.



Around your neighborhood Distribution Line Vegetation Management

Keeping your electric service reliable

ppl electric.com/vegetation



Our program

PPL Electric Utilities operates about 28,000 miles of aerial distribution lines that deliver power from local substations directly to homes and businesses.

Since trees are a common cause of power outages, vegetation management is a critical part of providing safe, reliable electric service. If left unmanaged, some vegetation can grow too close to our lines and cause outages or other unsafe conditions.

Tree-related outages can potentially affect thousands of customers for extended periods of time.

We've expanded the scope of our vegetation management because our experience showed more needs to be done to help guard against tree-related outages, especially during storms.

This means we are trimming more than we have in the past and removing trees when necessary. We understand this approach is not always popular, but it is the right thing to do to keep the system safe and reliable for all.

To manage vegetation, our professional foresters work directly with qualified tree contractors who perform the actual work.



Before any pruning or tree removal occurs, vegetation conditions are assessed with consideration to tree species, growth rates, position of the lines and time since the last vegetation work was performed.

Our contractors use widely accepted industry best practices and techniques, including pruning that encourages quick and complete healing of removed branches and reduces both potential decay and growth of new sprouts. Before we begin work, we will attempt to visit your home to explain what our contractors will be doing. If no one is home, we'll leave a door hanger with a brochure and contact information.

Our pledge to you

We understand that removing or trimming trees may not be popular with many landowners.

- We pledge to communicate with property owners in advance of regularly scheduled vegetation work.
- We pledge to work in a professional manner.
- We pledge to treat private property with care.
- We pledge to strike a careful balance – being sensitive to individual landowner concerns about vegetation management while, at the same time, doing the work that is needed to improve electric service reliability for all customers by keeping trees away from power lines.

Cleanup and wood chips

In urban areas, tree crews typically chip and remove smaller limbs and branches. Larger wood is generally cut into handling lengths and left at the base of the tree for property owner use.

In more rural areas, where possible, tree crews will pile pruning debris to create wildlife cover and browse opportunities. Larger limb wood will be separated and left for property owner use.

Requests for wood chips are taken by the contractor tree crew foremen who do their best to grant your requests. If you do request chips, be mindful that contractors will deliver full loads - 5 to 7 cubic yards. Contractors are not required to remove unused chips once delivered.

Don't endanger yourself

Please do not attempt to prune or remove trees near power lines. Contact with a power line can cause serious injury or death. PPL Electric Utilities' qualified line clearance tree trimmers have specialized training to work around our power lines.



If you, or a private arborist working for you, plan to trim or remove a tree growing less than 10 feet from a power line, call PPL Electric Utilities. We will have one of our tree trimmers prune the tree to provide a safe working distance.

PPL Electric Utilities does not prune or remove trees located around the service wire that is between your house and the pole. PPL Electric Utilities will de-energize your service wire and lower it to the ground so you can do the work safely.

Both of these services are provided at no cost, but we require at least three business days' notice, and additional time may be required to schedule the work.

