

BOROUGH OF CARLISLE
Biennial Organization Meeting Minutes
January 3, 2022

Present at the meeting: Councilors Crampsie, Hicks, Landis, Perry, Stuby and Mayor Shultz. Borough Manager Armstrong, Assistant Borough Manger Snyder, Police Chief Landis, Water Resources Director Malarich, Sustainable Economic and Community Planning Director Woolston, Finance Director Juday, Human Resource/Risk Management Manager Berrier, Fire Chief O'Donnell, Solicitor Brenneman, Public Information Coordinator Taylor and Borough Secretary Stone.

I. Secretary Stone called the meeting to order at 6:00 p.m.

II. Election of President Pro Tempore:

A. Borough Council voted 5-0 to elect Deputy Mayor Shultz as the temporary president. (Landis/Hicks)

III. Approval of Council Members attending meeting via Zoom.

A. Borough Council voted 4-0 to allow Council member Sean Crampsie and Jeff Stuby to participate in the meeting virtually on Zoom. (Hicks/Landis)

IV. Resignation from Borough Council:

A. Council voted 5-0, with Sean Shultz recused himself, to accept the resignation of Sean Shultz from his seat as a member of Carlisle Borough Council. (Landis/Hicks)

V. Moment of Silence and Pledge of Allegiance.

Mayor Shultz provided the statement prior to the moment of silence. Statement is attached.

VI. Recognition of Newly Elected and Re-Elected Officials:

Mayor Shultz recognized newly elected Councilor Landis and Councilor Perry to Council.

VII. Citizens to Be Heard:

No citizen were heard

VIII. Adoption of By-Laws:

A. Borough Council voted 6-0 to adopt the By-Laws (Hicks/Landis)

IX. Election of Officers:

A. Councilor Brenda Landis was nominated for Deputy Mayor. Council voted 5-0 to appoint Brenda Landis as Deputy Mayor.

X. Appointments to be made by Council:

A. Borough Council voted 6-0 to approve the appointments of the following individuals. (Landis/Hicks)

- A. Council may appoint Susan Armstrong as Borough Manager
- B. Council may appoint Richard Juday as Treasurer

- C. Council may appoint Susan Armstrong as Assistant Treasurer
- D. Council may appoint Richard Juday as Tax Collector
- E. Council may appoint Keith Brenneman as Borough Solicitor
- F. Council may appoint Joyce Stone as Open Records Officer
- G. Council may appoint Stacey Hamilton as Alternate Open Records Officer
- H. Council may appoint Sonya Browne as Vacancy Board Chairman

XI. Adoption of Rules of Order for 2022/2023:

- A. Borough Council voted 6-0 to adopt the Rules of Order (Landis/Hicks)

XII. Set Date and Time for 2020 Regular Business Meetings:

- A. Council voted 6-0 to schedule its regular business meetings at 7:00 p.m. on the second Thursday of each month. (Landis/Hicks)
- B. Council voted 6-0 to schedule its monthly Workshop Meetings at 6:00 p.m. two Wednesdays prior to the regularly scheduled Council Meeting with the exception of January 2022 (no Workshop Meeting). (Landis/Hicks)

XIII. Committee Assignments

- A. Budget & Finance (Stuby/Crampsie)
- B. Sustainability and Community Planning (formerly Community Planning and Smart Growth) (Hicks/Landis)
- C. Economic Development (Crampsie/Perry)
- D. Employee Relations and Citizen Participation (Landis/Shultz*)
- E. Parks and Recreation (Landis*/Shultz)
- F. Public Safety (Shultz/Hicks)
- G. Public Works (Perry/Stuby)

* Indicates temporary appointment until Council vacancy is filled

II. New Business

- A. Council voted 6-0 to adopt procedures for notice and appointment of the vacancy on Carlisle Borough Council at a public meeting on January 27, 2022 at 6:00 p.m. (Landis/Shultz)

Mayor Shultz explained that due to his resignation from council, a vacancy was created. This vacancy is to be filled within 30 days. If not filled within 30 days, it would be filled by the Vacancy Board Chair. He explained that an application for the open seat will be placed on the website for interested residents to apply. Council will consider those applications that are timely and correctly submitted at the January 27, 2022 public meeting.

- B. Citizen to be Heard: War, Peace and Justice Symposium

Col. Scott Buran presented information on an upcoming J. Sherwood McGinnis, Jr. War, Peace, and Justice Symposium to be held on March 25- April 9, 2022. The purpose of the symposium is to illuminate the human drama of conflict and its impact on society by demonstrating the nature and consequences of war, war amongst the people. The symposium will be in partnership with various organizations, local colleges as well as local and state government agencies. Col. Buran noted as a prelude to the symposium, Dickinson College is hosting an event on March 1, 2022 that will address the essential questions. What is war, what is peace, what is justice and what are the interrelationships between war, peace and justice.

C. Budget and Finance Committee

1. Tax Increment Financing

- a. Borough Council voted 6-0 to approve the using of American Recovery Funds for Fiscal Year 2021 Revenue Replacement in the amount of \$425,350.15 (Four Hundred Twenty-Five Thousand Three Hundred Fifty Dollars and Fifteen Cents). (Stuby/Crampsie)
- b. Borough Council voted 6-0 to assign fund balance as of December 31, 2021, in the amount of \$425,350.15 (Four Hundred Twenty-Five Thousand Three Hundred Fifty Dollars and Fifteen Cents). (Stuby/Crampsie)
- c. Borough Council voted 6-0 to approve the 2022 Tax Increment Financing Guarantee payment in the amount of \$425,350.15 (Four Hundred Twenty-Five Thousand Three Hundred Fifty Dollars and Fifteen Cents). (Stuby/Crampsie)

D. Public Works Committee

1. Leaf Vacuum

Water Resources Director Malarich explained the paper bag leaf collection process currently used in the Borough and noted that this process is tedious. He noted the Borough applied to the Pennsylvania Department of Environmental Protection for a recycling grant for monies to purchase a leaf vacuum truck. The Borough was successful in securing the grant and a request to purchase the equipment will come before Council at the January council meeting. Mr. Malarich explained the implementation of the program would begin in the residential development areas to document progress and perhaps modify the program over time. Residents in these areas would rake the leaves to the curb for the vacuum to collect. He presented a map that displayed the areas of the Borough that would continue using the paper bag method due to the high demand for on-street parking that makes it more difficult to vacuum leaves. Residents in these areas will be provided with free paper bags for curbside leaf collection. Mr. Malarich noted the Borough would use that program over a span of two years and then evaluate for potential modifications to the area. The amount of the grant is \$220,000 with a ten percent match and the funds to pay for the match will be through the Borough's storm water management fee. He explained removing leaves from the street is a storm water function to keep the inlets from clogging.

Councilor Hicks inquired if the grant will allow for the covering the cost of the bags to the residents. Mr. Malarich explained the Borough would need to speak to the DEP to see if the monies could be used to cover the cost of the bags.

E. Public Comment

No comments were heard.

III. Recognition of Members

Councilor Landis encouraged people to get their flu and covid vaccines. She thanked Council for voting her in as Deputy Mayor.

Councilor Hicks acknowledged Councilor Landis and Councilor Perry for their recent election to Council.

Councilor Crampsie thanked Council for the opportunity to participate virtually and encouraged the community to help keep residents safe by getting vaccinated and wearing masks. He congratulated Deputy Mayor Landis and Mayor Shultz on their election. He is looking forward to working with Councilor Perry and all of Council for the next two years. Councilor Crampsie acknowledged the amazing staff and the Solicitor for his work to make this meeting run well.

Councilor Stuby congratulated Councilor Perry, Deputy Mayor Landis and Mayor Shultz and noted he is excited to be working with this council.

Mayor Shultz recognized Commissioner Foschi for her attendance at the meeting.

Borough Manager Armstrong congratulated Mayor Shultz, Deputy Mayor Landis and Councilor Perry and noted we are looking forward to advancing their vision for 2022 and 2023.

IV. Adjournment

There being no further business or public comment, the meeting adjourned at 6:45 p.m.

Sean M. Shultz,
Mayor

Joyce E. Stone
Borough Secretary

Mayor Shultz's statement prior to the moment of silence.

Thank you Borough Council. Thank you to my family and friends here tonight. Especially thank you to my in-laws, to my mom, and of course to Amy, Michael and Aisley, the bedrock of my life and the reason I love to face each new day.

I am humbled by the people of Carlisle choosing me to preside over this elected body for the next four years. In both Council and staff, I serve alongside some of the most conscientious, thoughtful people that I have had the fortune to meet. Within and beyond these walls, we will face challenges—some foreseen and some yet unknown. For each of us up here, our goal is unified and simple: Make life better for the people we serve the best we can.

Imagine if you will, somewhere in Carlisle there is a woman who has just learned her daughter has cancer. Somewhere there's a man, maybe a veteran, whose home is an unrolled pack on the cold ground of a park. Somewhere in Carlisle, someone is trying to deal with the pain and torment of an assault by injecting poison into her veins for the first time. Elsewhere, a mom was denied a much needed raise, perhaps unwittingly by her employer, because of the color of her skin. In someone's home right now, a young student of immigrant parents is working through her homework while her parents are busy working extra jobs to make ends meet. These are all stories that take place in this town. We've heard them.

In June 1981, a seven-year-old boy just awakened, sat on the edge of his bed, the world swirling around him as his parents explained to him that his three-month-old brother had finally succumbed to a rare genetic disease. Spending the next decades searching for meaning and purpose from those three months, that lost boy now sits here as mayor understanding the fragility, grief and pain of life and trying to find a way to help make life better for others knowing that we have all too brief a moment of earthly existence here together.

So, what will this Council do with this brief moment we have together? We have already begun working on two lofty goals: Addressing our local responsibilities on climate change and empowering a Truth and Reconciliation Commission to find ways to improve opportunity and equity for those who have been disadvantaged by the color of their skin. We must and we will see those efforts through.

And those goals are harmonies to the melody of the everyday work we must do. The seemingly mundane things that we do like ensuring water flows to homes and businesses and trash gets picked up, the procedure-dominated process of land planning and historic preservation, facilitating a new internet-provider's entry into the Borough: These choices may seem inconsequential to most, but they are choices that affect the quality of life of our residents. Some of these choices have indirect ramifications on the people we serve and whether they can provide for themselves and their families.

We must do all these things in a borough that is largely built out with little ability to expand our tax base although we will continue our work to strengthen the economic backbone of our borough: our small businesses and residents. Despite our fiscal challenges we will continue to remain responsible with our use of tax dollars. Each tax dollar spent is money that might otherwise go to a resident's groceries or basic utilities. So, we will do everything in our power to make sure those tax dollars have a value returned for them. The things we do as government are done because we are all in this together as a community and there are those things that are best done collectively.

Together we have ridden through economic highs and lows. Together we have done our part to try to keep each other safe and healthy through each successive wave of the global pandemic. We rise and fall together because Carlisle is about community. Carlisle is about looking out for your neighbors and the strangers you may meet and picking them up when they need it most. That is the very heartbeat and in the DNA of this town and why I fell in love with it more than two decades ago.

Each of us as elected officials were handed these positions in trust for the public. As we press forward, let us and each person we serve work with the common purpose and dedication this borough deserves. And together we will restore Carlisle, we will rebuild our prosperity for all, and in so doing, we will renew our commitment to each other as a community united.