

**BOROUGH OF CARLISLE
COUNCIL MEETING
FEBRUARY 9, 2023
7:00 PM**

MOMENT OF SILENCE Councilor Perry
PLEDGE OF ALLEGIANCE TO THE FLAG Councilor Perry

ROLL CALL

PRESENTATIONS

Staff Sergeant Appointment and Swearing in of New Police Officers:
Borough Manager Armstrong and Police Chief Landis

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 whom 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 limited to five minutes. This will permit everyone who wishes to speak an opportunity to do so.

CITIZENS TO BE HEARD

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:

*Assistant Zoning Officer Public Hearing 01/12/2023
Council Meeting Minutes 01/12/2023*

B. Approval of Bills and Investment Transactions:

Expenditures as of January 31, 2023

<i>General Fund</i>	<i>\$ 915,256</i>
<i>Water Fund</i>	<i>\$ 178,916</i>
<i>Stormwater Fund</i>	<i>\$ 46,116</i>
<i>Sewer Fund</i>	<i>\$ 194,570</i>
<i>Solid Waste Fund</i>	<i>\$ 8,754</i>
<i>Capital Projects</i>	<i>\$ 23,687</i>
<i>Parking Fund</i>	<i>\$ 18,417</i>

C. Attendance Approvals:

1. *Borough Council may approve, Borough Manager, Susan Armstrong, Human Resources/Risk Management Manger, Amy Berrier and Finance Director, Richard Juday to attend the 2023 PELRAS Conference at the Penn Stater Conference Center on March 15-17, 2023 in State College, PA.*
2. *Borough Council may approve Parks and Recreation Director, Andrea Crouse, Recreation and Pool Manager, Kristin Zeigler and Recreation and Community Center Manager, Kelsey Paul to attend the 2023 Pennsylvania Recreation and Park Society's Conference and Expo from Sunday, March 19-Wednesday, March 22, 2023 at the Hershey Lodge in Hershey, PA.*

D. ERCP:

1. *Borough Council may consider reappointing Mr. Mark Green to a first full term on the Carlisle Borough Planning Commission. The term will become effective March 1, 2023 and shall expire February 28, 2027.*
2. *Borough Council may consider reappointing Mr. David Maher to a first full term on the Carlisle Borough Planning Commission. The term will become effective March 1, 2023 and shall expire February 28, 2027.*
3. *Borough Council may consider reappointing Mr. John Werner to a first full term on the Carlisle Borough Planning Commission. The term will become effective March 1, 2023 and shall expire February 28, 2027.*
4. *Borough Council may reappoint Mr. Edward Hazel to a first full term on the Board of Appeals. Mr. Hazel's term will become effective immediately and will expire on January 31, 2028.*

E. HARB:

1. *The HARB recommends that Borough Council approve the following revised Certificates of Appropriateness previously approved at the January Council meeting. The following motions supersede the January Borough Council Actions.*
 - a. *A request by Shumberger Real Estate Group, LLC for 21-23 N. Hanover Street to renovate the first floor as proposed and to replace existing windows with divided pane windows on the second and third floors as shown in the historical pictures provided by the applicant during the HARB review.*
 - b. *The Board, upon motion by J. Hovetter and second by T. Easterly, unanimously recommended tabling the application for Robert Wrightstone of 304 S. Hanover Street due to the lack of information.*
2. *The HARB recommends approval for the issuance of Certificates of Appropriateness relating to the following items from the January 30, 2023 HARB meeting.*
 - a. *A request by Robert Wrightstone of 304 S. Hanover Street to replace 3 existing double hung windows with new vinyl windows of the same size and location on the rear-side entry of the building facing Walnut Street and the partial replacement of wood trim with vinyl on the 2nd floor back porch roof and install vinyl on the same porch ceiling.*
 - b. *A request by Caprice Properties LLC of 19-23 W. High Street to replace the front door and all windows on the front façade with similar materials and with the same window pane configuration. As requested by the applicant during the meeting, the HARB recommended approving an amendment to the application to authorize the restoration or removal of the existing stucco on the second and third floors provided that if the stucco is removed, the brick façade must be repointed in accordance with historic preservation best practices for mortar replacement and brick restoration.*
 - c. *A request by Ryan Goodling of 157 S. Hanover Street to install a new wall sign on the front façade.*

F. Public Safety:

1. *Borough Council may consider a special event request by Benchfield Farms to utilize three parking meters at the corner of South Hanover and West Church Avenue for purposes of "Downtown Horse and Carriage Rides" scheduled for February 10, 11 & 14, 2023. Approval shall be subject to receipt of a valid Certificate of Liability Insurance form naming the Borough of Carlisle as an additional insured.*
2. *Borough Council may approve a Special Events Application and street closure request from the Employment Skills Center to conduct the 2023 Employment Skills Downtown Mile on May 18, 2023, from 5:00 p.m. to 8:30 p.m. as outlined in the submitted request. Approval shall be subject to receipt of a valid Certificate of Liability Insurance form naming the Borough of Carlisle as an additional insured; receipt of Penn DOT approval; the applicant disseminating flyers to residences impacted by said closures; and, the applicant reimbursing the Borough 100% of the variable and 10% of the fixed costs associated with this event.*
3. *Borough Council may waive the Borough of Carlisle prohibition of public consumption and restriction of open containers of alcohol for the Employment Skills Center fundraising/post-race beer garden event to be held on "a private parking lot open to the public use" (JFC Staffing Company, 101 West High Street). Waiver shall be in effect on May 18, 2023 from 5:30 p.m. to 8:45 p.m.*

G. Sustainability & Community Planning:

1. *Borough Council may approve a 30-day time extension request by Brian Linsenbach, Esquire of Stone, Wiley & Linsenbach, PC. on behalf of Hidden Meadows of Carlisle, LLC, for considering and taking action on the Final Subdivision and Land Development Plan for Hidden Meadows as per Section 226-21.A.2 of the Borough's Subdivision & Land Development Ordinance. The new deadline shall be April 7, 2023.*

{This page intentionally left blank}

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

1. Borough Council may approve a resolution accepting the recommendations of the Carlisle Truth and Reconciliation Commission.

REPORTS FROM COMMITTEES**A. Economic Development:**

1. Borough Council may enact 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 from January 1, 2023 to December 31, 2023. *Roll Call Vote*

B. Parks & Recreation:

1. Borough Council may amend the 2023 Recreation Facility Fees and Winter/Spring Recreation Fee Resolution.

C. Public Works:

1. Borough Council may approve the renewal of the annual service contract with HACH Service Partnership for preventative maintenance and servicing of equipment at the Carlisle Water Treatment Facility. Contract is for a one-year period effective February 16, 2023.
2. Borough Council may amend the professional services contract with Herbert Rowland & Grubic, Inc. to continue to provide program manager services at a not to exceed fee of One-hundred fifty-thousand dollars (\$150,000) related to the Carlisle Connectivity Transportation Improvement Project subject to review and approval of the agreement by the Borough Solicitor.
3. Borough Council may approve Change Order Nos. 2 through 5 for the 2022 Water Main Replacement Contract to reflect additional work required by the contractor to address underground facilities encountered during the project different that shown on the contract plans, increasing the total contract by thirty-one thousand, two-hundred sixty-four dollars and thirty-eight cents (\$31,264.38).

D. Sustainability & Community Planning:

1. Borough Council may waive the submission of a preliminary plan and approve the Final Land Development Plan submitted by Frederick, Seibert and Associates on behalf of Jeffrey Corporation to redevelop Burger King in the C-2 Zoning District subject to the conditions imposed by staff.
2. Borough Council may approve a resolution amending Letort Regional Authority's Articles of Incorporation and extending the term of existence to December 1, 2072.

NEW BUSINESS - This section includes citizens who would like to address Council on any matter relating to Borough government.

REPORTS FROM COUNCIL MEMBERS & STAFF

ADJOURNMENT

UPCOMING EVENTS/MEETINGS

February 2023 – (All meetings will be held at Borough Hall unless otherwise noted.)

- 09 Council Meeting 7:00 p.m.
- 16 Climate Action Committee 6:00 p.m.
- 20 Borough Facilities Closed for the Holiday
- 23 Planning Commission 5:30 p.m.
- 27 HARB 5:30 p.m.

March 2023 – (All meetings will be held at Borough Hall unless otherwise noted.)

- 01 Council Workshop Meeting 6:00 p.m.
- 02 Board of Appeals 5:00 p.m.
- 02 Zoning Hearing Board 6:30 p.m.
- 02 Parks & Recreation Board (Stuart Community,415 Franklin Street) 7:00 p.m.
- 09 Council Meeting 7:00 p.m.
- 11 Strategic Planning Session 9:00 a.m.
- 16 Climate Action Committee 6:00 p.m.
- 23 Planning Commission 5:30 p.m.