

**BOROUGH OF CARLISLE
COUNCIL MEETING
APRIL 13, 2023
7:00 PM**

MOMENT OF SILENCECouncilor Stuby
PLEDGE OF ALLEGIANCE TO THE FLAGCouncilor Stuby

ROLL CALL

PRESENTATIONS

First Quarter Fiscal Status Update: *Finance Director Richard Juday*

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:

*Council Meeting Minutes 03/09/2023
Strategic Planning Meeting Minutes 3/11/2023*

B. Approval of Bills and Investment Transactions:

Expenditures as of March 31, 2023

<i>General Fund</i>	<i>\$ 1,225,698</i>
<i>Water Fund</i>	<i>\$ 1,464,920</i>
<i>Stormwater Fund</i>	<i>\$ 75,924</i>
<i>Sewer Fund</i>	<i>\$ 434,832</i>
<i>Solid Waste Fund</i>	<i>\$ 6,7405</i>
<i>Capital Project Fund</i>	<i>\$ 69,618</i>
<i>Parking Fund</i>	<i>\$ 17,757</i>

C. Public Safety:

1. *Borough Council may approve a Special Events Application and associated West Chapel Avenue Parking Lot Application for the 3rd annual Earth Day Celebration to be held on Saturday April 22, 2023 from 1 pm to 4 pm.*
2. *Borough Council may approve a Special Events Application and street closure as well as lifting of the Sidewalk Ordinance for the annual Amani Festival to be held on Saturday, May 6, 2023, from 6:00 a.m. to 6:00 p.m. The event is to take place on the first two blocks of West High St and the first block of North and South Pitt Streets. Approval shall be contingent upon the applicant receiving PennDOT approval; receipt of a valid Certificate of Liability Insurance form naming the Borough of Carlisle and PennDOT as additional insureds; and, reimbursing the Borough of Carlisle 100% of the variable costs and 10% of the fixed costs incurred by the Borough.*

D. Public Works:

1. *Borough Council may authorize the reduction in the financial security posted by 1003 South Hanover, LLC. for the 7-Eleven Convenience Store Land Development Plan, in the amount of Five Hundred Thirty-One Thousand Two Hundred Forty-Seven Dollars (\$531,247.00) to reflect work completed to date on the project.*
2. *Borough Council may authorize the full release of the financial security posted by Builder Services Group, Inc. for on-site improvements in the Land Development Plan for Northside Village on Lot 4 of the Former IAC Site, in the amount of Thirty-Two Thousand Nine Hundred Thirty Dollars (\$32,930.00) to reflect completion of the project.*
3. *Borough Council may authorize the full release of the financial security posted by Goodman Carlisle LLC for its warehouse and distribution development off Allen Road, in the amount of Five Thousand Sixty Dollars (\$5,060.00) to reflect completion of the project.*
4. *Borough Council may authorize execution of a temporary construction easement agreement with Harry and Agnes Lockley and Dickinson Green Townhome Association granting the Borough access onto private property to address and alleviate stormwater runoff originating from White Birch Lane.*

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

1. Borough Council may consider appointing Michael Shanaman to a partial term as an "alternate" on the Human Relations Commission. The term will become effective immediately and will expire on February 29, 2024.

B. Parks & Recreation:

1. Borough Council may enact an ordinance authorizing the lease for portions of the Stuart Community Center. *(Roll Call Vote)*
2. Borough Council may approve a lease and a stipulation against liens agreement between the Borough of Carlisle and D.G. Foundations Learning Park, LLC, to lease a portion of the second floor and courtyard at the Stuart Community Center for the purpose of a childcare facility.
3. Cumberland Youth Cycling Development Pump Track Approvals
 - a. Borough Council may reject all bids received on February 28, 2023 by the Cumberland Youth Cycling Development for the Valley Meadows Bicycle Pump Track.
 - b. Borough Council may approve Cumberland Youth Cycling Development's revised project scope and design for the Valley Meadows Bicycle Pump Track based on the satisfactory review and approval by the Borough Solicitor.
 - c. Borough Council may approve Cumberland Youth Cycling Development's use of the Keystone Purchasing Network (KPN) for engaging services for the Valley Meadows Bicycle Pump Track.
4. Borough Council may consider authorizing the Carlisle Kiwanis Club to enter into a contract with Safety Turf, Inc. to furnish and install a poured-in-place (PIP) playground surface at the Fort LeTort playground at LeTort Park. The Carlisle Kiwanis Club has provided the necessary documents to show proof of sufficient funds to pay contractors and all labor and materials necessary for the project.

C. Public Safety:

1. Borough Council may adopt an ordinance amending the Code of the Borough of Carlisle, adopted by Ordinance #2032, and thereafter amended, with respect to Chapter 244, Vehicles and Traffic, to add one on-street handicapped parking space located at 131 East Louthier Street and remove five on-street handicapped parking spaces individually located at 512 North Pitt Street, 149 East Louthier Street, 45 East South Street, 170 East North Street and 147 North Bedford Street. *(Roll Call Vote)*

2. Borough Council may approve a Special Events Application by Downtown Carlisle Association to lift the sidewalk ordinance and allow all downtown merchants in the C1 district to hold Sidewalk Sales Days. The events are to occur on May 13, June 10 and July 8, 2023 from 9:00 a.m. to 9:00 p.m. Approval is subject to receipt of a valid Certificate of Liability Insurance form naming the Borough of Carlisle as an additional insured.
3. Borough Council may approve a Special Events Application and street closure for an End of the School Year Block Party and Movie Night on June 3, 2023 from 3:00 – 10:00 p.m. The event is to take place at Memorial Park and on the 100 block of West Penn Street. Approval shall be contingent upon the receipt of a valid Certificate of Insurance form naming the Borough of Carlisle as an additional insured and the applicant reimbursing the Borough 100% of the variable and 10% of the fixed costs associated with this event.
4. Borough Council may approve a Special Events Application for the Hope Station Juneteenth Celebration to be held on June 17, 2023. The event is to take place on the first block of West High Street from 12 Noon – 5 p.m. Approval is contingent upon Penn DOT approval, the receipt of a valid Certificate of Liability Insurance form naming the Borough of Carlisle as an additional insured and the applicant reimbursing the Borough 100% of the variable and 10% of the fixed costs associated with these events.
5. Borough Council may approve the purchase of two 2023 Ford Police Interceptor Utility Hybrid vehicles through the Commonwealth of Pennsylvania's cooperative purchasing program (COSTARS) vendor, New Holland Auto group.

D. Public Works:

1. Borough Council may award the unit price construction contract for the 2023 Curb and Pedestrian Ramp Rehabilitation Project to the lowest responsive bidder, Porter Construction, LLC. of Mount Holly Springs, Pennsylvania, in the amount of One Hundred Eighty-One Thousand Twenty-Eight dollars (\$181,028.00). Borough Council may also authorize any contract change orders needing prompt action in an amount not to exceed five thousand dollars (\$5,000) each, to be approved at the discretion of the Borough Manager and brought before Council for retroactive approval.
2. Borough Council may award the unit price construction contract for the 2023 Street Milling and Paving Project to the lowest responsive bidder, Pennsy Supply, Inc of Harrisburg Pennsylvania, in the amount of Two Hundred Seventy-Eight thousand, Five Hundred and Three Dollars and Thirty Cents (\$278,503.30).
3. Borough Council may approve a unit price construction contract with Asphalt Maintenance Solutions, LLC. of Center Valley, Pennsylvania for the 2023 Street Maintenance Program, in the amount of \$9.39 per square yard of applied surface, under the CapCOG 2023 Ultra-thin Bonded Wearing Course Application Contract.
4. Borough Council may approve a unit price construction contract with Asphalt Maintenance Solutions, LLC. of Center Valley, Pennsylvania for the 2023 Street Maintenance Program, in the amount of \$3.54 per square yard of applied surface, under the CapCOG 2023 Microsurfacing Contract.

5. Borough Council may award the Ridge Street Pumping Station Improvements General Construction Contract to the lowest responsive bidder, PSI Pumping Solutions, Inc. of York Springs, PA, for the lump sum amount of Four Hundred Forty-Two Thousand, Eight Hundred Dollars (\$442,800.00) and the Ridge Street Pumping Station Improvements Electrical Construction Contract to the lowest responsive bidder, WY Electric, LLC. of Littlestown, PA, for the lump sum amount of Two Hundred Twenty-Six Thousand, Three Hundred Dollars (\$226,300.00), pending receipt of the required bonds and insurances for the project.

Borough Council may also authorize any contract change order needing prompt action in an amount not to exceed Ten thousand dollars (\$10,000) each, to be approved at the discretion of the Borough Manager and brought before Council for retroactive approval.

E. Sustainability & Community Planning:

1. Borough Council may consider waiving all requirements of the Borough's subdivision and land development ordinance associated with the 90-day conditional approval deadline for Hamilton Commons LLP that expired on August 4, 2022, and extend the land development plan deadline to June 8, 2023.

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

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

03	Historical Architectural Review Board	5:30 p.m.
05	Council Workshop Meeting	6:00 p.m.
06	Board of Appeals	5:00 p.m.
06	Zoning Hearing Board	6:30 p.m.
06	Parks & Recreation Board (Stuart Community,415 Franklin Street)	7:00 p.m.
13	Council Meeting	7:00 p.m.
18	Sewer Authority (54 North Middlesex Road)	6:00 p.m.
19	Municipal Authority (165 Long Gap Road)	5:00 p.m.
27	Planning Commission	5:30 p.m.

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

01	Historical Architectural Review Board	5:30 p.m.
02	Human Relations Commission	3:00 p.m.
03	Council Workshop Meeting	6:00 p.m.
04	Board of Appeals	5:00 p.m.
04	Zoning Hearing Board	6:30 p.m.
04	Parks & Recreation Board (Stuart Community,415 Franklin Street)	7:00 p.m.
11	Council Meeting	7:00 p.m.
25	Planning Commission	5:30 p.m.
29	Borough Offices Closed for the Holiday	