

**BOROUGH OF CARLISLE
COUNCIL MEETING MINUTES
May 11, 2023**

Mayor Shultz called the Council Meeting to order at 7:04 p.m. with Councilor Crampsie leading the Moment of Silence and Pledge of Allegiance.

Present at the meeting: Councilors Crampsie, Hicks, Mellen, Perry, Stuby, Deputy Mayor Landis and Mayor Shultz. Also present were: Borough Manager Armstrong, Assistant Borough Manager Snyder, Water Resources Director Malarich, Water Sustainable Community and Economic Planning Director Woolston, Finance Director Juday, Parks & Recreation Director Crouse, Fire Chief O'Donnell, Public Information Coordinator Taylor and Borough Secretary Stone.

PRESENTATIONS

Borough Manager Armstrong recognized the retirement of 2nd Lieutenant Miller from the Carlisle Police Department. Manager Armstrong remarked that Lt. Miller served 26 years with selflessness and honor. She thanked him for his many years of leadership, professionalism, dutiful and passionate service to the Borough organization, the Carlisle Police Department and the community.

Mayor Shultz presented a proclamation recognizing the outstanding service performed by Lieutenant Miller during time with the Borough.

Lieutenant Latschaw provided remarks on Lieutenant Miller's dedication and perseverance to the job. He noted there have been 100 police officers that have joined the Carlisle Police Department over 26 years. Of those 100 officers only 17 officers have completed 25 years or more of service. Lieutenant Miller was thanked for his years of service and dedication to the Borough of Carlisle.

Mayor Shultz announced an executive session was held prior to the Council meeting to discuss eminent domain and litigation.

Mayor Shultz called a recess at 7:30 p.m. and reconvened the meeting at 7:45 p.m.

CONSENT AGENDA

Deputy Mayor Landis made a motion and was seconded by Councilor Mellen to approve the Consent Agenda. Council unanimously voted 7-0 to approve the Consent Agenda, which consisted of the following items.

A. Minutes:

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B. Approval of Bills and Investment Transactions:

Expenditures as of April 30, 2023

| | |
|------------------------|---------------------|
| <i>General Fund</i> | <i>\$ 1,106,613</i> |
| <i>Water Fund</i> | <i>\$ 722,379</i> |
| <i>Stormwater Fund</i> | <i>\$ 55,351</i> |

| | |
|----------------------|------------|
| Sewer Fund | \$ 457,833 |
| Solid Waste Fund | \$ 499,528 |
| Capital Project Fund | \$ 516,430 |
| Parking Fund | \$ 23,188 |

C. HARB

The HARB received approval for the following Certificate of Appropriateness:

1. *A request for a Certificate of Appropriateness by Dickinson College to remove storm windows, remove and replace original windows with Norwood 500 Series wood windows, scrape and paint trim, and mount the existing shutters to the exterior of the building with the original shutter hinges for stationary display at 249-255 West Louther Street.*
2. *A request for a Certificate of Appropriateness by Nathan Briggs for the replacement of original windows with Anderson 400 Series wood windows at 134 E Louther Street.*

D. Public Safety:

1. *Borough Council approved the May 29, 2023, Memorial Day Parade from 8:00 a.m. – 11:30 a.m. The parade route is as follows: Parade begins on N. Hanover Street at North Street. It proceeds south on North Hanover Street to South Street. The parade turns right onto West Pomfret Street and proceeds west to South Pitt Street. The parade turns right onto South Pitt Street and proceeds north to West High Street. Turns right at West High Street and disbands at the Square. The Memorial Day Ceremony at the Veterans’ Memorial Courtyard will begin at 9:45 a.m. Traffic is closed only around the Square per the Special Events Application request. Streets should re-open at 11:30 a.m. Approval is contingent upon 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 costs and 10% of the fixed costs associated with this event.*

E. Sustainability & Community Planning:

1. *Borough Council approved a 60-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 August 10, 2023.*
2. *Borough Council approved a 60-day time extension request by Greg Holtzman of BL Companies on behalf of Northside Village LLC, for considering and taking action on the Final Subdivision and Land Development Plan for Lot 8 of the Carlisle Auto Industries Subdivision as per Section 226- 21.A.2 of the Borough’s Subdivision & Land Development Ordinance. The new deadline shall be August 10, 2023.*

REGULAR AGENDA

TABLED, CONTINUED, AND RECURRING ITEMS

None

REPORTS FROM ELECTED OFFICIALS

A. Mayor’s Report:

No reports were given

REPORTS FROM COMMITTEES

A. Public Safety:

1. Borough Council voted 7-0 to authorize the closure of C Street between West and Factory Streets on May 27, 2023 from 8:00 a.m. – 10:00 p.m. for a community day fundraiser for Veteran’s Services. Approval shall be contingent upon the receipt of a valid Certificate of Insurance naming the Borough of Carlisle as an additional insured and the applicant reimbursing the Borough 100% of the variable costs and 10% of the fixed costs associated with this event. (Shultz/Hicks)
2. Borough Council voted 7-0 to approve a contract for \$1,137,230.00 (One million one hundred thirty-seven thousand two hundred thirty dollars) to Pierce Manufacturing Inc. for a 2026 Pierce Enforcer Rescue Pumper. This purchase will be ordered through the Commonwealth of Pennsylvania Cooperative Purchasing Program (COSTARS), Contract Number 013-E22-242 BID Number 772. (Shultz/Hicks)

B. Public Works:

1. Borough Council voted 7-0 to approve the purchase of a Doosan pull-behind air compressor and attachments for the Borough’s mini-excavator; a Diamond rotary mower attachment, a Diamond hydraulic coupler attachment, and a 4-foot grading bucket; for a total cost of \$59,035.27 (Fifty-nine thousand thirty-five dollars and twenty-seven cents) from Highway Equipment & Supply Company of Harrisburg, PA through the Commonwealth of Pennsylvania’s Cooperative Purchasing program (COSTARS). (Perry/Stuby)
2. Borough Council voted 7-0 to approve the purchase of a new Elgin Pelican P Low Emission Diesel Street Sweeper from A & H Equipment of Harrisburg, PA for \$279,899.00 (Two hundred seventy-nine thousand, eight hundred ninety-nine dollars) through the Commonwealth of Pennsylvania’s cooperative purchasing program (COSTARS). (Perry/Stuby)
3. Borough Council voted 7-0 to authorize the full release of the financial security posted by Carlisle Equity Investors, LLC of Conshohocken, PA for its Taco Bell Land Development Plan at 401 E. High Street, in the amount of \$205,583.13 (Two hundred five thousand five hundred eighty-three dollars and thirteen cents) to reflect completion of the project. (Perry/Stuby)

C. Sustainability & Community Planning:

1. Borough Council voted 7-0 to approve the Annual Action Plan and Community Development Block Grant Program Budget for Fiscal Year 2023 and authorize the Mayor to execute all associated documents. (Hicks/Landis)
2. Borough Council voted 7-0 to approve the submission of a Certified Local Government (CLG) grant application for \$25,000.00 (Twenty five thousand dollars) to fund an inspection level survey of architectural and historic resources in downtown Carlisle. (Hicks/Landis)
3. Borough Council voted 7-0 to authorize a Stepped Small Government Enterprise License Agreement with ESRI over three (3) years. (Hicks/Landis)

NEW BUSINESS

No new business was heard.

REPORTS FROM COUNCIL MEMBERS & STAFF

Councilor Perry announced Hope Station will hold the annual Juneteenth celebration on June 17th. This year the event will be held in downtown Carlisle.

ADJOURNMENT

There being no further business or public comment, the meeting adjourned at 7:54 p.m.

Sean M. Shultz, Mayor

Joyce E. Stone, Borough Secretary