

Borough of Carlisle
Workshop Meeting Minutes
July 1, 2020

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

Present at the meeting: Councilors Crampsie, Fulham-Winston, Hicks, Landis, Deputy Mayor Shultz, Mayor Scott and Stuby. Also present were: Borough Manager Armstrong, Assistant Borough Manager Snyder, Water Resources Director Malarich, Community Development Manager Skelly, Fire Chief Snyder, Public Information Coordinator Taylor and Borough Secretary Stone.

I. Call to Order & Pledge of Allegiance

Mayor Scott called the Workshop Meeting to order at 6:00 p.m.

II. Public Comments

Ms. Sara Markowitz, 137 F Street, Carlisle, Pennsylvania expressed her appreciation for the lifting of the open container law. She added that she would like to see that extended to additional open public spaces in downtown. She asked to bring back the block parties that used to occur in downtown Carlisle by shutting down Hanover or High Streets for business to use for outside sales. Ms. Markowitz noted if we can do it for the car show, we could do it in town for a short amount of time.

Ms. Markowitz inquired why there was an increase in the budget increase of \$10,000 from 2017 to 2019 for police ammunition. She stated that she called a local ammunition shop and learned that the cost of a .22 caliber brick is \$30.00 for 250 rounds. Using the budgeted amount of \$26,000, she calculated the total number rounds of ammunition for one police officer to be 18 rounds per day for one year. Which seems like a lot for a small town. She noted the allotted \$20,000 budgeted for training and asked if the ammunition usage was for outside the training class or is that was included in the training class.

Ms. Markowitz suggested the Borough use a database to keep track of police misconducts, use of force, particularly deadly force that is accessible to the public. She noted that presently it is almost impossible to find that information. She also spoke of a Carlisle police officer that was fired and now works in Mt. Holly Springs. Ms. Markowitz mentioned that it seems odd that you can be fired from one police department and then hired at another just 15 miles down the road. It would be nice to know more about that.

Ms. Markowitz inquired about Christopher Collare who retired in 2018: Asking how long we were paying someone that was charged by a federal grand jury on 22 charges for abuse of power and sex trafficking. She finds it crazy that our taxpayer money is going to fund a pension of someone who has been convicted of such crimes. She finds that problematic.

Mayor Scott express his thanks and the answers to her questions will receive a response.

Ms. Stephanie Gilbert, President of Destination Carlisle announced that the Downtown Summer Bucket list has been released and to contact them at www.destinationCarlisle.org for more information. Mayor Scott thanked Destination Carlisle for bringing this event back.

Councilor Landis asked for staff to send Council an update of the businesses that are interested closing the streets on a certain night and if that is being considered.

Deputy Mayor Shultz responded to the topic mentioned regarding Detective Collare and noted that he was not on the Borough's payroll by the time he was charged. He added that the Pension Forfeiture Act would apply when a person is convicted of a crime, which could come into play at a later date.

III. Meeting Minutes:

- A. Borough Council voted 7-0 to approve the June 3, 2020 Workshop Meeting Minutes. (Fulham-Winston/Shultz)

IV. Mayor's Report:

A. COVID-19 Update

1. Recovery Strategies were provided by Borough Manager Armstrong
 - Open container has been successful to date. Staff is supportive to continue this policy and continue to evaluate this practice.
 - Businesses are utilizing Sidewalk Cafés
 - Parking meter enforcement will begin on July 6, 2020 for the silver meters. Gold meters will remain free of charge.
 - Procedures still in effect:
 - Moratorium on residential parking enforcement for street sweeping will continue if residents comply with voluntarily moving their cars.
 - Online sales for Trash bag sales will continue
 - Moratorium for water shut offs and penalties for late payments on utility bills continues
 - Borough Parks are now being used for commercial summer programming purposes
 - CARES will transition out of the Stuart Community Center by July 6, 2020
 - The street closure of High and Hanover streets are still under consideration
2. CDBG-V Stimulus were provided by Borough Manager Armstrong
 - Borough Council approved the allocation of \$150,000 for small business grants. Once the approval from HUD is received, the application process will then begin.
 - The County will launch a separate program for stimulus dollars.
3. Fire Chief Snyder provided an overview of the recent Governor's order regarding facemask requirements and restrictions. He also provided the discharge restrictions for the usage of fireworks in the Borough.
4. Financial Impact Summary
 - Finance Director Juday provided an overview of COVID impacts as it relates to Borough operations and budget.
 - A major decrease in revenues due reduced programming, services and deferred tax payments.
 - Result of income from reduced programming is \$90,000 less from last year at this time. Those monies will most likely not be recovered.
 - Construction development has slowed, resulting in a large decrease in permits, licenses, and fees.
 - Delays in utility bill payments resulting in \$100,000 of delayed payments.
 - Decrease in tax payments of \$200,000 less than last year and \$90,000 less in Earned Income Tax (IET). Mr. Juday noted that if the decrease in EIT were due to unemployment, the Borough would not recover that money.
 - Loss of \$160,000 in parking revenues compared to last year's proceeds.

V. Public Safety Committee:

A. Rockledge and Garland Turning Lane:

Water Resources Manager Malarich stated that staff was approached and asked to install a left hand turning lane at Rockledge and Garland Drive. A traffic study was preformed, but due to a gas line, road construction in that area, an accurate study was not achieved. He mentioned the road usage is highest on a Sundays due the church services at Second Presbyterian. He explained the east side of Garland Drive is wider than normal streets with a grass median and striped apron. He noted that once UGI has completed their gas improvement project at Rockledge and Garland Drive, they would be milling and overlaying the road. Mr. Malarich asked Council if there was an interest in staff making changes to that intersection at that time. He suggested a two-step process, the first to restripe the newly paved road, eliminating about 60 feet of a medium strip on Garland Drive to convert that into a left hand turn lane. Staff would then monitor the traffic usage to determine if the turn lane is an adequate length. He noted if more length were required, then council would be asked for a recommendation to eliminate some of the grass median strip to provide additional length for the turn lane.

Councilor Landis expressed concern about using more greenspace to lengthen the turn lane and to consider narrowing the road in future paving projects. There was consensus amount Council to proceed with the two-step process to proceed with the road improvement on Garland and Rockledge Drive.

VI. Community Planning and Smart Growth Committee:

A. Land Development Plan for 7-Eleven:

Community Development Manager Skelly explained for the past several months the Borough has worked with the 7-Eleven clients discussing traffic and designs for a land development plan. He noted PennDOT is involved with traffic conditions and staff is satisfied with the plan and the conditions for approval. Councilor Crampsie inquired about the concerns of the Planning Commission as to the amount of impervious surface in the plan. Mr. Skelly noted that the designer decreased the impervious surface by 2500 square feet and increased the landscaping. There was also discussion regarding the 24-hour per day operation and the effects of the lighting in that location. Mr. Skelly noted that along the periphery there would be a maximum of 1.9 in foot-candles and that the developers were respectful of how the lighting would affect the local residents.

Councilor Landis inquired if the new 7-Eleven could consider shared parking with Home-Depot to decrease the 21 parking spaces on the 7-Eleven lot. Mr. Skelly explained it is difficult to integrate smaller plots of land with a large retail site. Mr. Malarich noted there was discussion between the two retailers in the beginning of the development planning. It was recognized that there would be a loss of use on each retail site and maintaining the stormwater on the 7-Eleven site would have been problematic. There was discussion regarding the safety for pedestrians crossing at the traffic light at that location. It was noted that the light would be monitored once the site is developed.

B. Certified Local Government Master Contract:

Community Development Manager Skelly explained the state is providing for a more convenient expedited review process for future applications with the state. This new grant contract process for CLGs will act as a master or umbrella system. While the Borough is not pursuing current funding, this new system will enable more convenient and expeditious future application review. This new agreement will be valid until December 2024.

VII. Employee Relations / Citizen Participation Committee

A. Climate Action Plan Committee Roles and Responsibilities

Councilor Hicks advised Council that he met with the Planning Commission and provided them with timeline information and the roles and responsibilities of the Climate Action Commission. The Commission approved a motion to endorse the Commission and the Climate Action Plan process. The Planning Commission noted they are looking forward to being involved in this process.

VIII. Public Works Committee:

A. TIGER Project:

Water Resources Manager Malarich noted that construction on the Tiger Project started in the middle of June with the installation of water mains along B Street and then moved east. He remarked that the construction of the road improvements would begin once the water main installation is completed. Storm water piping will begin in July from B Street to Factory Street, then to West Street. Mr. Malarich advised Council that the contractor received a draw of three percent and due to COVID, only 20 percent of the required work has been completed to date. He noted that during the road construction, traffic control would be implemented from 7:30 AM to 3:00 PM.

B. Brake Retarder Ordinance:

Water Resources Manager Malarich explained that complaints were received from Spring Garden Street residents and they have requested a prohibition against the use of brake retarder devices on that road. He noted that this requires PennDOT approval and asked for direction from Council. There was discussion on including additional streets in the PennDOT request. Mr. Malarich would initiate a truck traffic evaluation on several other streets and then submit the request to PennDOT once completed. Council concurred with moving forward to seek approval for the brake retarder prohibition from PennDOT.

Councilor Hicks expressed concern for the train horn blasts at the train track intersections in Carlisle with what seems to be an excessive length of train horn blowing intervals. Mayor Scott recommended sending letters to our local representative to ask for relief for the community and suggested initiating a citizen survey on social media on this topic.

ADJOURNMENT

There being no further business or public comment, the meeting adjourned at 7:16 p.m.

Timothy A. Scott
Mayor

Joyce E. Stone
Borough Secretary