

Borough of Carlisle
Workshop Meeting Minutes
March 3, 2021

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, Parks & Recreation Director Crouse, Police Chief Landis, Fire Chief Snyder, Public Information Coordinator Taylor, Dickinson College Student Ambassador DelMain 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. Citizens to be Heard

Ms. Connie Bires, Borough of Carlisle resident, shared her thoughts and suggestions regarding the Truth and Reconciliation Commission resolution. Ms. Bires' statement is attached to these minutes.

III. Presentations:

A. Telecommunications Project Update

Mr. Chris Kyle, Vice President of Regulatory for Shentel, along with Mr. Andrew Dietz, Director of Human Resources, both located in Virginia, introduced their concept for fiber optic internet service in the Borough of Carlisle. Mr. Kyle presented a proposal for seeking future approval for a video franchise. The franchise will allow Shentel to construct an advanced data or broadband network within the Borough of Carlisle and will allow Shentel to have access to the Borough's rights-of-way. Once access is granted they can install fibers throughout the Borough. Mr. Kyle provided background information on their company and their present fiber optic coverage locations. He spoke of an upcoming government program that will offer discounts and subsidies for internet service to residential consumers.

Ms. Isabelle Harmon questioned how long it will take to build out to the urban areas and if there will be an opportunity to buy into the franchise. Mr. Kyle replied that buying into the franchise will not be part of their program. He also explained installation will first occur in the densest areas of the Borough and then expand to the urban areas in future.

Councilor Hicks inquired how much input will the Borough have in regard to expansion in the other areas in the Borough. Mr. Kyle remarked that those details will be an ongoing conversation with Borough Staff regarding expanded coverage.

Councilor Crampsie inquired about Shentel's potentially equitable hiring practices and diversity within the workforce. He also asked if they would provide local impacts within the communities such as adopt the park programs or assisting with local nonprofits in fundraising drives. Mr. Kyle replied that each community has a different need and they will have discussions to determine what is best for the Carlisle community. He then explained there will be a need to hire sales people and installation technicians. They have EEO policies along with diversity, equity and inclusion initiatives that they continue to refine with training and surveys.

Councilor Fulham-Winston asked for a ballpark number of local employees they anticipate hiring. Mr. Kyle noted that this is not a manufacturing job that brings a hundred jobs, but there will be a need for approximately seven individuals.

Ms. Harmon pointed out a wording in Shentel's diversity goals that stated they will "expand efforts to recruit, hire and retain experienced, diverse talent". She inquired if Shentel is willing to give local members of the community the opportunity for training. Mr. Kyle replied they are able to provide the training and will be looking for local people with the right perspective and attitude for hiring and training.

Deputy Mayor Shultz stated he is excited to have this opportunity and competition in the Borough as well as the symmetry of the service. He spoke of the diversity, equity, and inclusivity being clearly important to Shentel from their initial conversations. There was discussion regarding Shentel's plan to begin with implementation in a concentrated area in Carlisle and then spread out to other areas once the fixed costs are in place.

The PowerPoint presented by Shentel is attached to these minutes

B. Remembering Srebrenica

Mr. Bedrudin Becirovic ,along with Mr. Zinaid Granic and Mr. Amar Sejmenovic, each of whom were born in Bosnia and moved to Carlisle with their families in the early 2000's and now call Carlisle their home, addressed Council about the events of Srebrenica. Mr. Becirovic shared the horrific story of the 1995 genocide that occurred in Srebrenica, when 8,000 Bosnian Muslim men and boys were murdered by Bosnian Serb forces. The Carlisle Bosnian community holds a commemorative event each year to educate the Bosnian children of the past occurrences in Bosnia. Mr. Becirovic stated that a "Remembering Srebrenica Walk" will be held later this year and that he anticipates a large part of the Carlisle community will participate.

Councilor Fulham-Winston suggested that prior to the upcoming event, educational opportunities be provided to the Carlisle community to give a better understanding of what brought these wonderful folks to our community.

C. Pump Track Design Update

Presenting the Pump Track Design information were Mr. Jonathan Cox, Mr. Mark Hebe and Mr. John Rose, all with Cumberland Youth Cycling, along with Charlie Scanzello and Greg Holtzman, landscape architect with BL Companies and Jonathan Cox Jr. Mr. Scanzello presented the overall site plan designs and a video for the pump track. Mr. Cox noted the next steps will be fundraising and submitting grant applications. He mentioned they received a \$65,000 grant from the Cumberland Area Economic Development Corporation that was used for the preliminary design. They will be submitting several grant applications to various entities such as; The Partnership for Better Health, Cumberland County Land Partnership, and DCED for a Greenways Trails Recreation grant. Mr. Cox noted the project was delayed a year due to COVID. Once funding is secured and design documents are prepared they will go out to bid for a construction company. They hope to start construction in the spring of 2022.

Solicitor Brenneman inquired if the agreement with the Borough required a final review of the plans from Council before moving forward with construction. Mr. Cox confirmed that the final plans will be brought to Council for their review and approval. Attached to these minute are design plans for the pump track.

IV. Meeting Minutes

- A. Borough Council voted 7-0 to approve the February 3, 2021 Workshop Meeting Minutes. (Shultz/Landis)

V. Mayor's Report

- A. Letter of Support – Safe Harbour

Borough Council voted 7-0 to ratify a letter of support to the Pennsylvania Housing Finance Agency application submitted by Safe Harbour for their redevelopment project in South Middleton Township, Cumberland County. Approval is retroactive to February 17, 2021. (Scott/Shultz)

Borough Manager Armstrong explained that Safe Harbor is applying for low income housing tax credits. She noted that these tax credits are necessary in order to provide the bulk of the funding for the proposed Harbor Village development. The development will contain forty units with one, two and three bedrooms intended for low-income and workforce housing individuals.

- B. Letter of Support – Destination Carlisle

Borough Council voted 7-0 to ratify a letter of support to the Central Penn Business Journal Non-Profit Innovation Award application submitted by Destination Carlisle for their “Save Our Smalls” Program.” Approval is retroactive to February 25, 2021. (Scott/Shultz)

Councilor Joel Hicks thanked Stephanie Gilbert for the work she has done to help our Carlisle businesses and first responders.

- C. Memorandum of Understanding with National League of Cities

Borough Council voted 7-0 to approve a Memorandum of Understanding as part of the National League of Cities’ City Innovation Ecosystems Program, between the National League of Cities Institute and CivStart, on behalf of the Borough of Carlisle. (Scott/Shultz)

VI. Community Planning & Smart Growth Committee

- A. SALDO Amendment

Borough Council voted 7-0 to direct the Borough Solicitor to schedule a public hearing **on May 13, 2021**, and proceed with public notification for a proposed Subdivision & Land Development Ordinance amendment. (Crampsie/Stuby)

VII. Public Safety Committee

- A. Ratification of Special Events Application

Borough Council voted 7-0 to retroactively approve a Drive-By Car Parade for the Annual March Madness Campaign sponsored by the Partnership for Better Health for Wednesday, February 24, 2021 from 12:20 – 12:35 p.m. The parade loop started and finished at 274 Wilson Street. Approval is subject to Partnership for Better Health reimbursing the Borough 10% of the fixed costs and 100% of the variable costs for this event and a valid certificate of liability insurance form naming the Borough as an additional insured. (Scott/Hicks)

B. Bedford & East Streets Traffic Calming:

Water Resources Director Malarich provided details from a traffic study that was performed on East and Bedford Streets. He noted that the total number of vehicles traveling along the two lanes of East Street is between 2,000 to 3,000 per day. The total number of vehicles traveling along the two lanes of Bedford Street is between 1,600 to 2,700 per day. He explained that reducing the number of travel lanes on East Street and Bedford Street from two to one lane does not hinder the ability of the road to meet vehicle conveyance demand. The road segment with the highest peak hour trips was East Street between Penn Street and Elm Street with 302 vehicles per peak hour, or an average of one vehicle passing a given point every 12 seconds. Mr. Malarich provided a recommendation of eliminating one lane of traffic on East Street and Bedford Street. This would allow for a dedicated bike lane and implement back-in or reverse angle parking on one side of each street rather than pull-in angle parking. He explained that reverse angle parking is considered a safer type of angle parking. Instead of pulling into the parking spot, cars back into their spots, allowing them to make eye contact with oncoming traffic when exiting the parking space. The angled parking modification would also increase parking by three spaces. Mr. Malarich commented that if Council is interested in continuing to explore this proposal, additional public outreach will be performed.

Councilor Hicks inquired if utility layout was considered for future installation of electric vehicle charging stations. Mr. Malarich stated he would take that into consideration.

Councilor Landis agreed that this would be a logical change and asked if Noble Boulevard could be considered for a similar traffic study.

Deputy Mayor Shultz inquired as to why residents were opposed to the change. Mr. Malarich responded that they were concerned about the cost of the project.

There was consensus among Council to continue exploring the proposal to reduce the number of travel lanes on East Street and Bedford Street and to conduct additional public outreach about the potential changes.

VIII. Public Works Committee

A. Purchase of Two Automatic Water Samplers

Borough Council voted 7-0 to approve the purchase of two automatic water samplers from HACH Company for \$14,650.00 (fourteen thousand six hundred fifty dollars) through the Commonwealth of Pennsylvania's cooperative purchasing (COSTARS) program. (Fulham-Winston/Landis)

B. Purchase of Dissolved Oxygen Probes

Borough Council voted 7-0 to approve the purchase of dissolved oxygen probes to replace the existing probes at the Wastewater Treatment Plant from HACH, Inc. of Loveland, Colorado for \$58,347.44 (fifty eight thousand three hundred forty seven dollars and forty-four cents) through the Commonwealth of Pennsylvania's cooperative purchasing (COSTARS) program. (Fulham-Winston/Landis)

IX. New Business

No citizen were heard

X. Adjournment

There being no further business or public comment, the meeting adjourned at 7:41 p.m.

Timothy A. Scott
Mayor

Joyce E. Stone, Borough Secretary

Statement by Councilor Jeff Stuby

Thank you, Mr. Mayor. I have one discussion item this evening. Before we get into that discussion though, I'd like to provide a little background.

Racial inequity and systemic racism are objective realities in Carlisle. Statistics from the Census Bureau bear that out, as Deputy Mayor Shultz highlighted at the recent town hall held two and a half weeks ago.

Over one hundred people attended that event, and one of the recommendations those attendees made was forming a truth and reconciliation commission. We, as a community, need to look comprehensively at our past and bear witness to the truth of racial injustice. That was a clear message coming out of the recent town hall.

To that end, I worked with panelists from the town hall to draft a resolution establishing the Carlisle Truth and Reconciliation Commission. I want to clarify that this resolution is on tonight's agenda for us to discuss, not to vote on. Based on our discussion, we could decide to vote on this resolution at a future meeting.

Before I turn things over for public comment, I want to thank everyone who shared their questions and thoughts on this resolution so far. Any action we take on this needs to be a group effort. And it's my hope that we can have an open and honest discussion about this proposal.

I'll note that we, as a council, have received emails thus far both in support and in opposition of this draft resolution. With that, I'll open the floor to attendees from the public for their comments. From there, I'll turn things over to council for discussion.

The Carlisle Sharing Experiences, Understanding Harms and Repairing Relationships Commission

1. Rename commission as above.
2. Delete the first whereas statement.
3. Define within the resolution and/or delete the below listed terms and instead use descriptive everyday words and provide examples and statistics from Carlisle past and/or present:
 - a. Racial injustice
 - b. Systemic racism
 - c. Racial disparities
 - d. Systemic racial injustice
 - e. Racial equity
 - f. Racial inequity
 - g. Truth and reconciliation
 - h. Bear witness
4. Capitalize Color in people of Color.
5. Delete "embroil the lives of people of Color in an ongoing maelstrom of systemic racial injustice" and instead describe exactly what is meant by that.
6. Delete "hold public hearings" since the commission is not a law-enforcing agency, and replace with "schedule discussion gatherings" or a similar expression.
7. Delete "historically White-dominant culture is too often resistant to change" and replace with "established residents have been slow to recognize the harms and improve relations" or similar thoughtful language.
8. Do not use the word "communities" as this loses sight of and removes the importance of individuals.
9. Delete "collecting evidence" as this is not preparation for a legal proceeding. Replace with "recording accounts" or similar language.
10. Provide examples of some of the "institutional and policy reforms meant to mend the wounds...and combat..." that are being considered.
 - a. To what end are these reforms designed?
 - b. What will be required to mend the wounds?
 - c. What is envisioned by the council members?

Connie Birie S



Borough of Carlisle PA



Fiber Optic Internet Overview

Our Mission: Ensure that rural communities have access to the same level of telecommunication services as those found anywhere else in the US.

Overview

118 year old company (NASDAQ: SHEN) focused on delivering broadband, CATV, phone, and wireless service (Sprint branded) to rural markets.

- Advanced Networks
- Excellent Customer Support
- Local Community Investment & Partnership

T-Mobile – Sprint Merger

- \$1.95B Asset Purchase
- Over 1 million wireless subs
- 6th largest wireless provider in the US

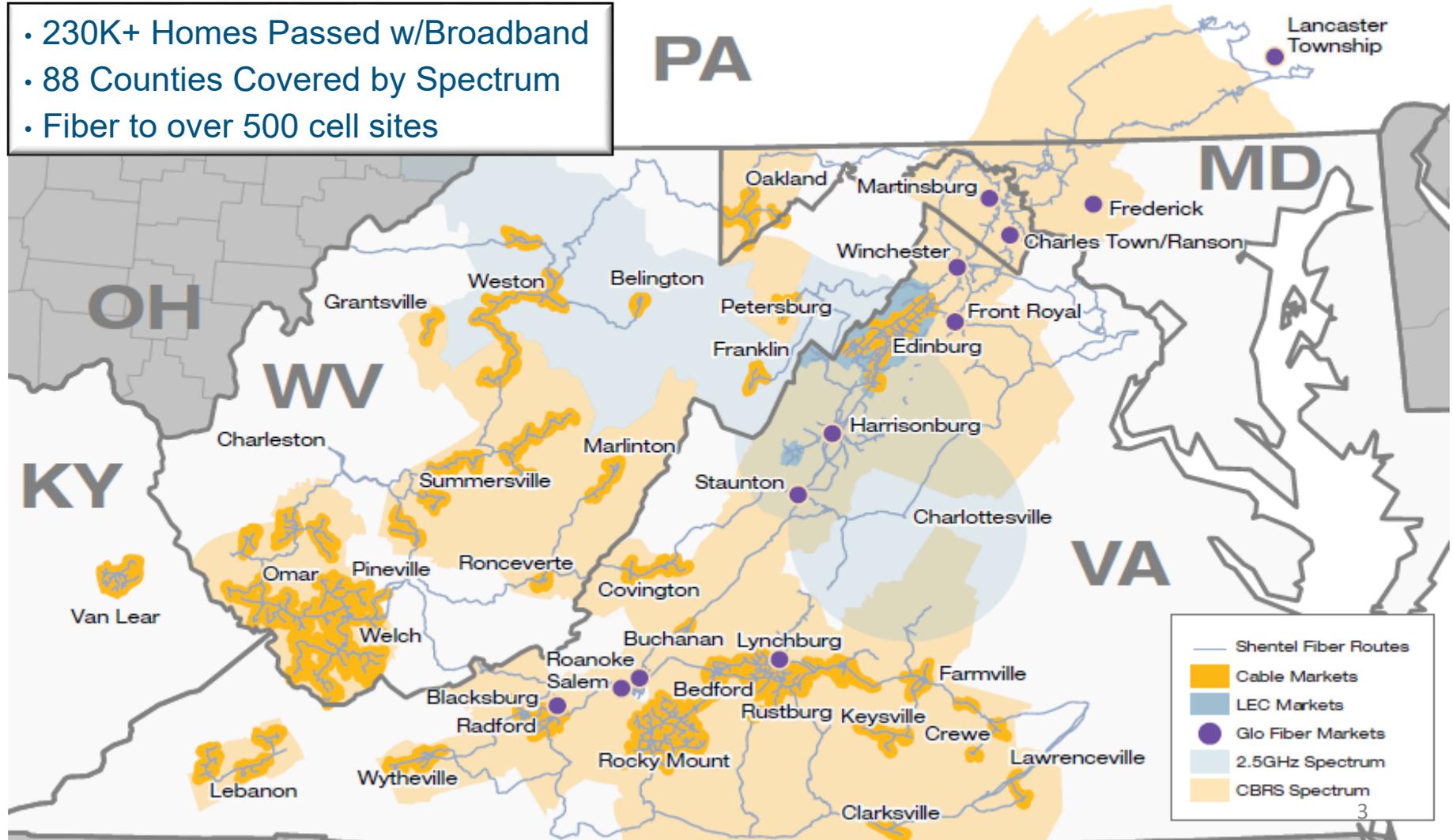
1,050 employees

\$630 million in annual revenues and profitable



6,700 miles of fiber and counting

- 230K+ Homes Passed w/Broadband
- 88 Counties Covered by Spectrum
- Fiber to over 500 cell sites

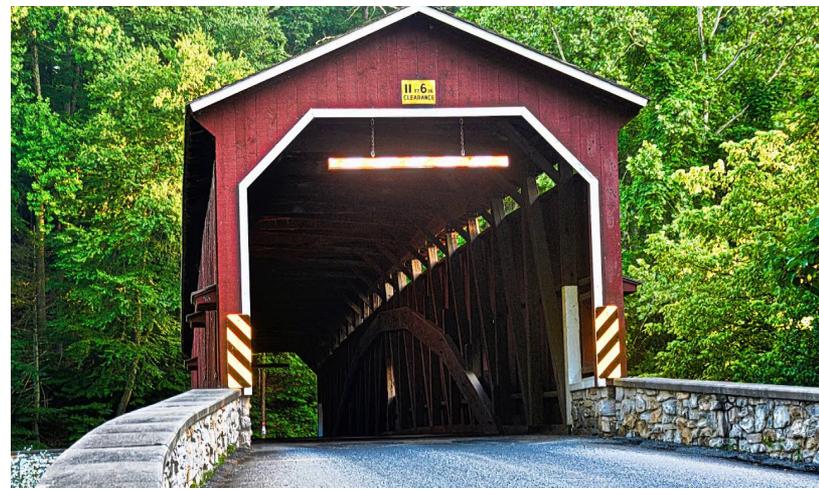


What is it?

- Triple play (Internet, Video, Phone)
- Ultra-high speed bandwidth and connectivity of *fiber optics* to homes and businesses
- Future proof solution
 - Speed, capacity, and reliability
 - Symmetrical bandwidth (distance learning, telehealth, etc.)

Economic development impact

- Hospitals/Medical Field
- University & Education
- Private employers



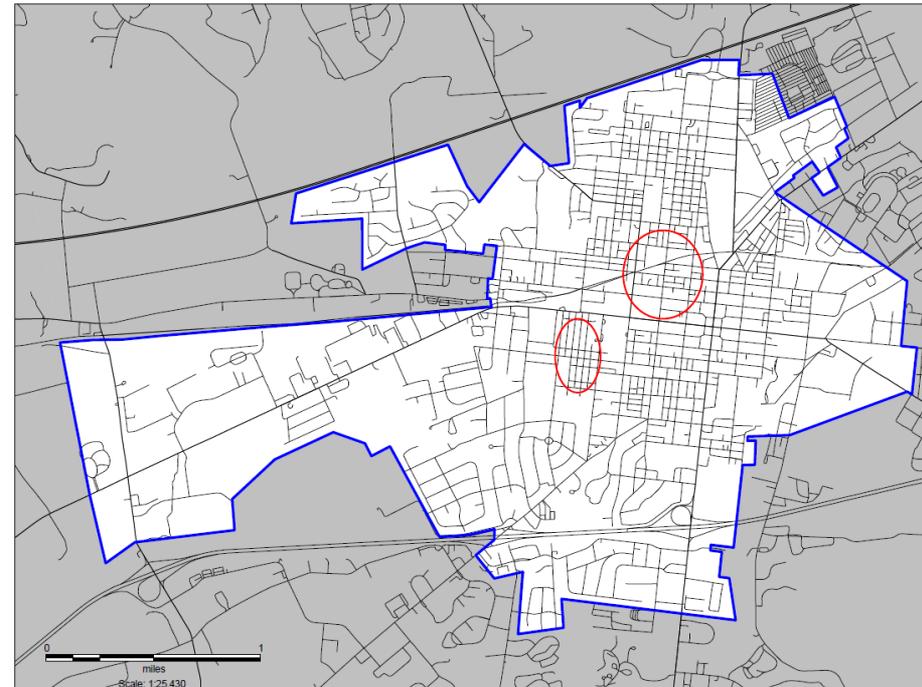
Initial Build Out Area

The Franchisee shall make Cable Service generally available to businesses and residential dwelling units within the Franchise Area.

The Franchisee initially shall build out its Cable System to make Cable Service generally available to those business and residential units located within the red ovals shown on the map attached to this Franchise Agreement as Exhibit A.

The Franchisee shall use commercially reasonable efforts (considering build out costs, geographical and geological conditions, and business conditions) to complete such initial build out by ____.

Franchisee shall complete its Cable System within the remainder of the Franchise area within a commercially reasonable time (considering build out costs, geographical and geological conditions, and business conditions). In addition to the obligations and considerations set forth above, Franchisee shall offer Cable Service to all new or previously unserved business and residential units within 150 feet of the Franchisee's distribution cable.



Timeline

Municipal Engagement

Utility Engagement

Engineering & Construction

- Engineering Surveys & Permits
- Construction – prepared to commence in late spring

Local jobs will include Marketing, Sales, and Operations positions

Sales & Marketing

- Access – Neighborhood focused approach
- Affordability – Emergency Broadband Benefit program (\$50 subsidy for INET)

Community Engagement

Other



Diversity-Focused Culture & Values

- EEO Employer
 - A-05 Equal Employment Opportunity Policy; non-discrimination policies
 - More than just words: institutional commitment to diversity in all forms
 - Corporate values include Integrity and Respect for all
 - Open-door policy and welcoming work environment
- Diversity Goals
 1. Inspire innovation through an inclusive and diverse culture
 2. Expand efforts to recruit, hire and retain experienced, diverse talent
 3. Identify strategic initiatives to accelerate our inclusion and diversity programs
- Diversity, Equity, and Inclusion (DEI) Initiative
 - Executive-led steering committee
 - Employee feedback – listening sessions with regular pulse surveys
 - Year-over-year tracking, and diversity training
 - Dedicated HR group attuned to D&I issues
 - Recruiting plan targets affinity groups for minorities, women, disabled persons, etc.
 - Regular review and audit of company diversity
 - Company-wide annual Affirmative Action Plan: statistical analyses and self-assessment
 - FCC audits; EEO-1 Reports

Appendix

We're upgrading your neighborhood!

Are you ready to experience Internet at the speed of light?



Fiber Internet

Internet

300 Mbps.....	\$65.00
1 Gbps (1000 Mbps).....	\$80.00
2 Gbps (2000 Mbps).....	\$250.00

Streaming TV

Locals.....	\$35.00
Entertain.....	\$85.00
Delight.....	\$120.00
Indulge.....	\$160.00

Fiber Phone

Unlimited Calling.....	\$20.00
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Bundle and save!

Internet + Any one (1) service.....	Save \$10.00
Internet + Any two (2) services.....	Save \$20.00

Streaming TV

Fiber Phone

Hardware Examples



Hand Hole Mount

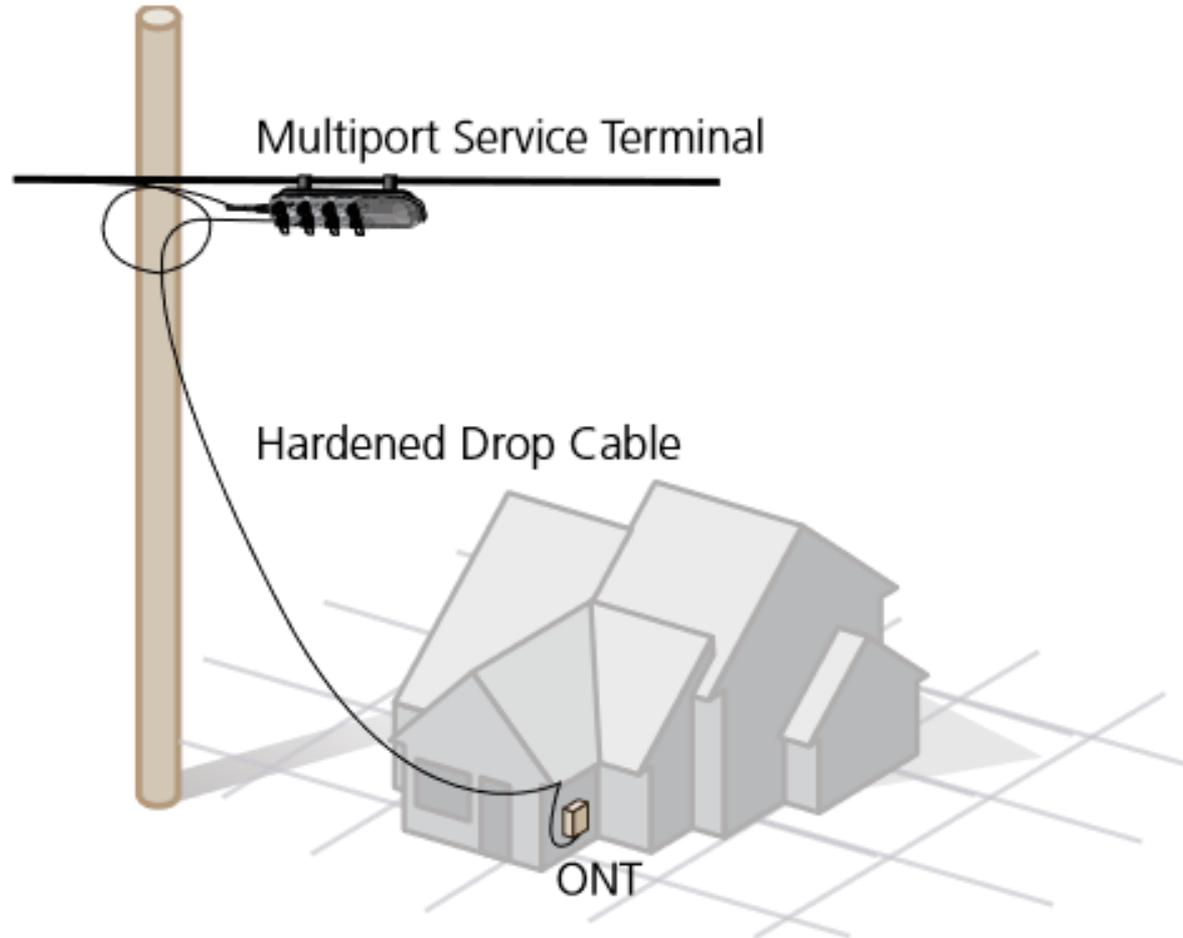


Pedestal Mount



Pole Mount

Aerial Drop to Home

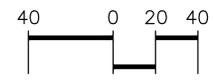


Overall Plan



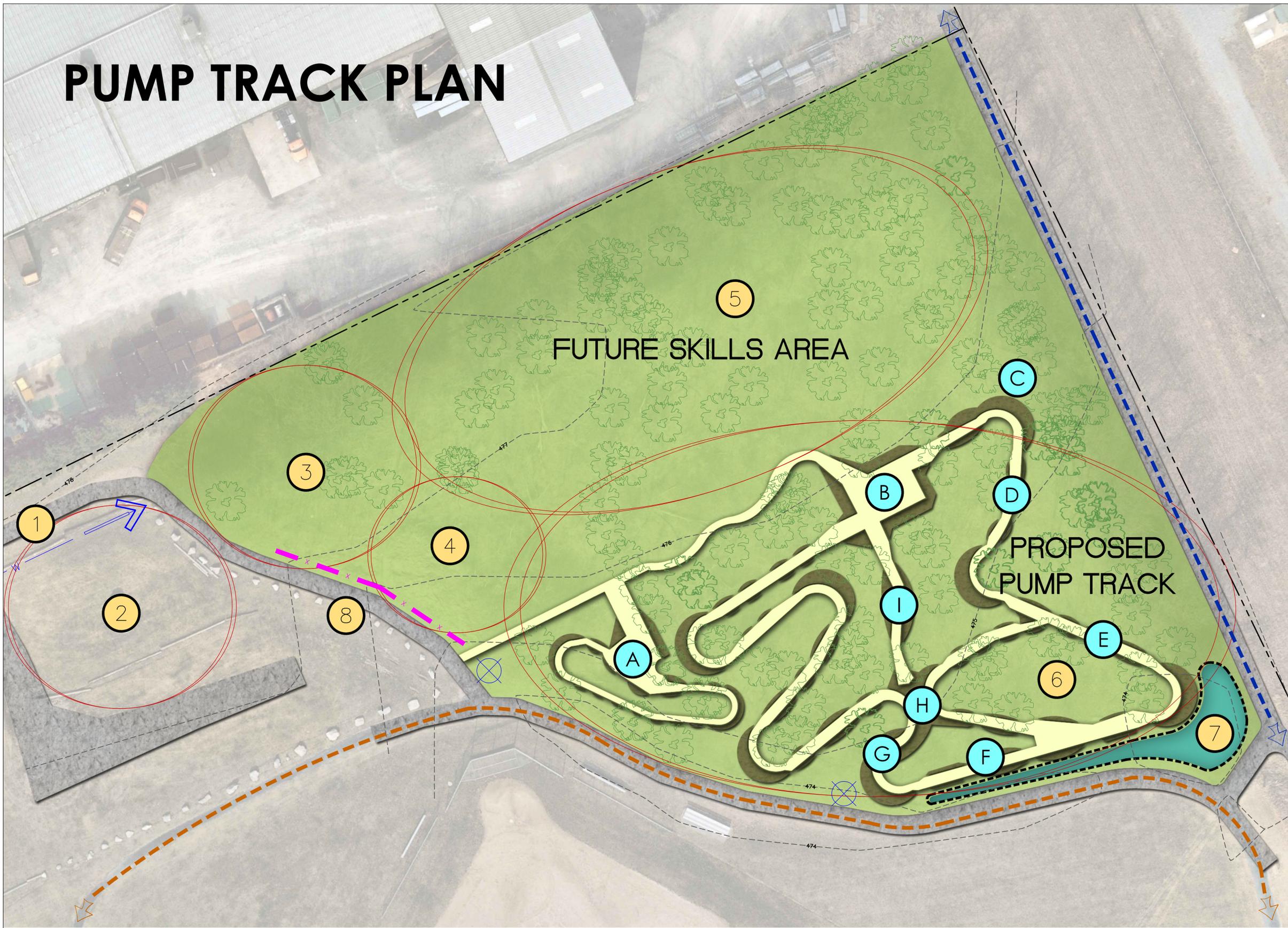
LEGEND

- ① DOMESTIC WATER SERVICE WITH METER PIT
- ② ADA PARKING AREA
- 2 VAN ACCESSIBLE SPACES WITH LOADING ZONE
- ASPHALT SURFACE WITH ADA COMPLIANT GRADE, SIGNAGE AND STRIPING
- ③ MAINTENANCE AREA TO INCLUDE:
- SMALL SHED FOR EQUIPMENT
- SOIL STOCKPILE
- ④ VIEWING AND GATHERING AREA
- PICNIC TABLES
- DRINKING FOUNTAIN
- ⑤ FUTURE SKILLS AREA TO INCLUDE:
- MULTIPLE PROGRESSIVE DROP RAMPS
- TABLE TOP JUMP
- KICKER JUMPS
- SKINNIES
- TEETER-TOTTER
- ⑥ PROPOSED PUMP TRACK
- ⑦ POTENTIAL STORM WATER MANAGEMENT RAIN GARDEN
- ⑧ SPONSOR'S ROW FENCING FOR BANNER SIGNAGE
- 🌳 EXISTING TREE
- PROPERTY BOUNDARY
- - - EXISTING 1' CONTOUR
- W BOROUGH WATER LINE EXTENSION
- ⊗ PROPOSED HOSE BIB CONNECT WITH WATER LINE EXTENSION
- ✕ SPONSOR'S ROW PROPOSED FENCING
- VALLEY MEADOWS LOOP
- DICKINSON PARK TRAIL
- 🌟 PRIMARY VEHICULAR ENTRANCE



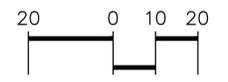
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PUMP TRACK PLAN



LEGEND

- ① DOMESTIC WATER SERVICE WITH METER PIT
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- x — SPONSOR'S ROW PROPOSED FENCING
- - - VALLEY MEADOWS LOOP
- - - DICKINSON PARK TRAIL



PUMP TRACK ELEMENTS

- Ⓐ BEGINNER TRACK
- Ⓑ START HILL / ROLL IN
- Ⓒ BERM (TYP)
- Ⓓ ROLLER
- Ⓔ ROLLER DOUBLE
- Ⓕ LARGE ROLLER DOUBLE
- Ⓖ BERM TO BERM JUMP
- Ⓗ BERM TRANSFER
- Ⓘ STEP UP / STEP DOWN

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PUMP TRACK ELEMENTS

- A BEGINNER TRACK
- B START HILL / ROLL IN
- C BERM (TYP)
- D ROLLER
- E ROLLER DOUBLE
- F LARGE ROLLER DOUBLE
- G BERM TO BERM JUMP
- H BERM TRANSFER
- I STEP UP / STEP DOWN



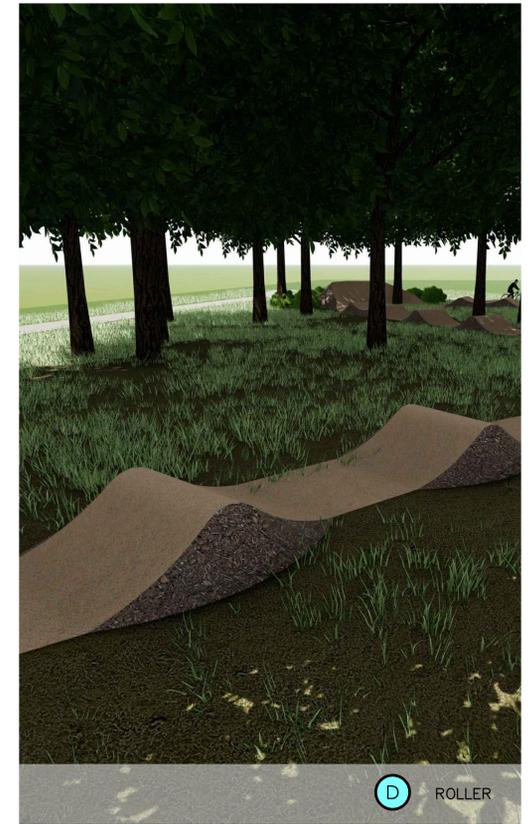
A BEGINNER TRACK



B START HILL / ROLL IN



C BERM



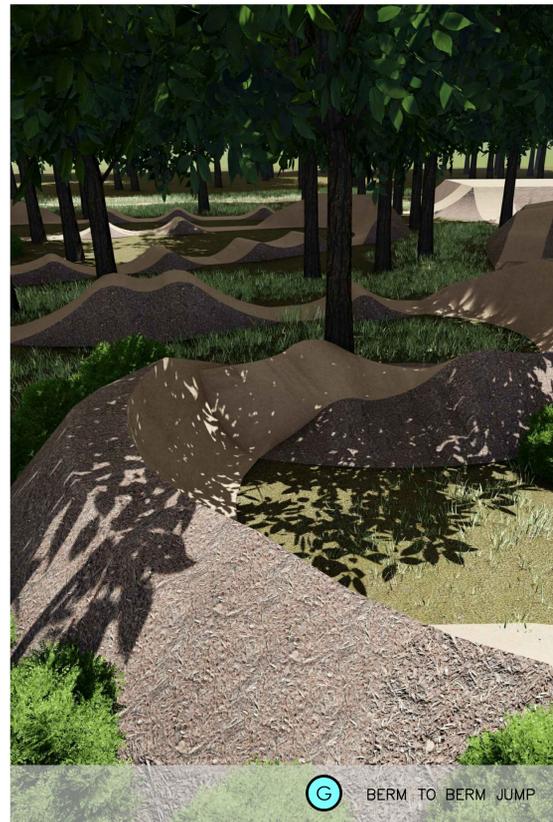
D ROLLER



E ROLLER DOUBLE



F LARGE ROLLER DOUBLE



G BERM TO BERM JUMP



H BERM TRANSFER



I STEP UP / STEP DOWN

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VIEW LOOKING NORTHEAST FROM VALLEY MEADOWS LOOP NEAR PUMP TRACK ENTRANCE



VIEW LOOKING NORTH AT LARGE ROLLER DOUBLE FROM VALLEY MEADOWS LOOP



VIEW LOOKING WEST AT ROLLERS NEAR SOUTHEASTERN CORNER OF PUMP TRACK



VIEW LOOKING EAST AT START HILL NEAR PUMP TRACK ENTRANCE