

**BOROUGH OF CARLISLE  
COUNCIL MEETING**

**January 14, 2016  
7:00 PM**

**MOMENT OF SILENCE**.....Mayor Scott  
**PLEDGE OF ALLEGIANCE TO THE FLAG**.....Mayor Scott

**ROLL CALL**

**OPPORTUNITY FOR CITIZENS AND VISITORS TO BE HEARD**

Representative from Trade Center 44

**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 12/10/2015*
- Public Hearing 12/10/2015*
- Finance & Public Works Public Hearing 12/10/2015*

**B. Approval of Bills and Investment Transactions:**

**Expenditures as of December 31, 2015:**

<i>General Fund</i>	<i>\$ 1,390,651</i>
<i>Water Fund</i>	<i>\$ 382,957</i>
<i>Sewer Fund</i>	<i>\$ 357,868</i>
<i>Solid Waste Fund</i>	<i>\$ 100,771</i>
<i>Parking Fund</i>	<i>\$ 82,365</i>
<i>Asset Forfeitures</i>	<i>\$ 10,000</i>

**C. Attendance Approvals:**

- 1. Parks and Recreation Director Andrea Crouse, Recreation and Pool Manager Kristin Zeigler and Recreation Assistant Maura Wilkerson to attend the PRPS State Conference from March 13-16, 2016 in Champion, Pennsylvania.*

**D. HARB:**

***The HARB recommends approval for the following items:***

- 1. A request by Waveland Properties for a Certificate of Appropriateness at 141 West High Street. The applicant proposes the following improvements:*
  - Installation of six LED upright spotlights and one LED chandelier to illuminate the façade from dusk to 11 pm nightly.*
  - Installation of two LED gooseneck lights for the White Elephant signage and a newly installed menu board to be placed next to the west entrance door.*

- *Installation of one LED gooseneck light for above the grocer's alley leading between the rear parking area and front sidewalk.*
- 2. *A request by Waveland Properties for a Certificate of Appropriateness at 100 West Pomfret Street. The applicant proposes the following improvements:*
  - *Replace all of the 2/2 double hung wood windows with Thermo-Twin, aluminum clad wood windows.*
  - *Replace the asphalt shingles on Pomfret Street entries with Eco-Star slate tiles.*
  - *Enclose a portion of the 2<sup>nd</sup> floor back porch for a new interior staircase and cover with Hardie-board.*
  - *Replace the existing flat metal portion of the back porch roof with a new rubber roof.*
  - *Replace the galvanized half round gutters and round downspouts with new matching galvanized.*
  - *Install a 25" by 15" carved high density foam projecting sign that will state "WAVELAND PROPERTIES, LLC".*
  - *Remove metal fence along Pitt Street as part of a curb cut to provide parking for the building.*
  - *Repoint brick and stone as needed with appropriate mortar type.*
  - *Repair/replace wood lintels as needed using appropriate material.*

**E. Economic Development Committee:**

1. *Borough Council may approve a letter of support on behalf of the Cumberland County Housing and Redevelopment Authorities for a U.S. Environmental Protection Agency (EPA) Environmental Workforce Development and Job Training (EWDJT) grant.*

**F. ERCP:**

1. *Borough Council may appoint Doug Heinemann as the Vacancy Board Chairman effective January 1, 2016 and expiring on December 31, 2017.*

**G. Public Safety:**

1. *Borough Council may approve the Martin Luther King Commemoration March on January 17, 2016 from 2:45p.m. to 3:45 p.m. between St. Paul's Evangelical Lutheran Church (201 W. Louther Street) and the Cumberland County Courthouse. The applicant would be responsible for 100% of the variable costs and 10% of the fixed costs incurred by the Borough to conduct this event.*
2. *Borough Council may acceptance the Police Department Organizational Assessment Report prepared by Matrix Consulting Group.*

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

1. Discussion for Goal Setting Session

**REPORTS FROM COMMITTEES****B. Budget & Finance Committee:**

1. Borough Council may amend the 2016 budget to include \$14,669 to purchase parking ticket software and hardware.
2. Borough Council may approve an application to the Federal Emergency Management Agency, Assistance to Firefighters Grant Program for Operations and Safety Equipment for \$146,740.

**C. Community Planning & Smart Growth Committee:**

1. Borough Council may approve a granting of waivers for the filing of a Preliminary Subdivision Plan.

Borough Council may approve a Final Subdivision Plan submitted by Frederick Seibert & Associates on behalf of the Cumberland County Historical Society at 21 North Pitt Street (C-1 Central Business District).

**D. Economic Development Committee:**

1. Borough Council may authorize the advertisement of an ordinance to approve the Cooperation Agreement between the Downtown Carlisle Association [DCA] and the Borough of Carlisle [Borough] effective from January 1, 2016 through December 31, 2016.
2. Borough Council may approve a contract with Sustainable Strategies DC, LLC (S2), to provide grant writing and lobbying services for Federal funding opportunities effective from January 1, 2016 until December 31, 2016, contingent upon Solicitor approval.
3. Borough Council may approve a contract with Keystone Strategic Advocacy, LLC (KSA), to provide grant writing and lobbying services for Pennsylvania Commonwealth funding opportunities effective from January 1, 2016 until December 31, 2016, contingent upon Solicitor approval.
4. Borough Council may enter into an Agreement to Purchase with United Public Safety for \$14,669.
5. Borough Council may reaffirm a resolution granting staff permission to apply for a PennDOT Multi-Modal grant from PennDOT for the US 11 and Carlisle Springs Road Intersection Improvement Project in the amount of \$2,021,950.

Borough Council may reaffirm a 30% local match or \$866,550 as part of the total grant application process.

**E. Parks & Recreation Board:**

1. Borough Council may award the bid for the depth markings and pool tile remediation at the Carlisle Community Pool to Arch Masonry, Inc. at a price of \$38,000. Borough Council may also award add alternate #1 for the replacement of the tot pool zero-depth entry tile at a price of \$7,000 and add alternate #2 for the replacement of the tot pool island at a price of \$6,000.

**F. Public Safety Committee:**

1. Borough Council may approve the attached 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 private on-street handicapped parking space on N. East Street. *(roll call vote)*

**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**

**January 2016** - (All meeting are held at Borough Hall unless noted otherwise.)

14	Borough Council	7:00 p.m.
18	Borough Office Closed for Martin Luther King Day	
19	Sewer Authority @ 54 North Middlesex Rd., Carlisle	6:00 p.m.
20	Board of Appeals	5:00 p.m.
20	Municipal Authority @ 165 Longs Gap Rd, Carlisle	5:00 p.m.
26	Public Works Committee	7:00 p.m.
27	Community Planning & Smart Growth Committee	8:00 a.m.
27	Economic Development Committee	8:00 a.m.
28	Planning Commission	5:30 p.m.

**February 2016** - (All meeting are held at Borough Hall unless noted otherwise.)

01	HARB	5:30 p.m.
03	Public Safety Meeting @ Police Station	7:30 a.m.
04	Zoning Hearing Board	6:30 p.m.
05	Parks & Recreation Board @ Stuart Comm. Center	7:00 p.m.
11	Public Hearing – Alley Vacation	6:45 p.m.
11	Borough Council	7:00 p.m.
15	Borough Hall Closed for President's Day	
16	Pension Advisory Board	5:30 p.m.
17	Board of Appeals	5:00 p.m.
23	Budget & Finance Committee	6:00 p.m.
23	Public Works Committee	7:00 p.m.
24	ERCPC	8:00 a.m.
25	Planning Commission	5:30 p.m.