

**BOROUGH OF CARLISLE
COUNCIL MEETING
February 12, 2015
7:00 PM**

MOMENT OF SILENCE.....Councilor Guido
PLEDGE OF ALLEGIANCE TO THE FLAG.....Councilor Guido

ROLL CALL

OPPORTUNITY FOR SCHEDULED CITIZENS AND VISITORS TO BE HEARD

Mr. Glenn White of DCA to introduce the newly hired Elm Street Manager

Mr. Justin Doty from Frederick, Seibert & Associates

Ms. Renee Rhan regarding the Nottingham Development

Mr. Peter Ostrowski regarding the Nottingham Development

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 01/08/2015

B. Approval of Bills and Investment Transactions:

Expenditures as of January 31, 2015:

<i>General Fund</i>	<i>\$</i>	<i>820,858</i>
<i>Water Fund</i>	<i>\$</i>	<i>307,977</i>
<i>Sewer Fund</i>	<i>\$</i>	<i>265,580</i>
<i>Solid Waste Fund</i>	<i>\$</i>	<i>75,272</i>
<i>Parking Fund</i>	<i>\$</i>	<i>33,425</i>

C. Attendance Approvals:

- 1. Mayor Scott and Assistant Borough Manager Debra Figueroa attending My Brother's Keeper Community Challenge. The event will be held at the White House in Washington D. C. on February, 11-12, 2015.*

2. *The following Police Officers will attend a training session entitled “To protect and Serve in the 21st Century: Building Bridges with Diverse Communities.” Each session will be held at Widener Law School in Harrisburg. The schedule is as follows:*

<u>Feb. 16 & 17</u>	<u>March 17 & 18</u>		<u>April 21 & 22</u>
<i>J. Bucher</i>	<i>M. Kennedy</i>	<i>J. Mulhollan</i>	<i>T. Krauth</i>
<i>D Rogers</i>	<i>D. Liller</i>	<i>T. Groller</i>	<i>C. Snyder</i>
<i>S. Jackson</i>	<i>B. Shull</i>	<i>S. Hertzler</i>	<i>C. Miller</i>
<i>J. Hanner</i>	<i>M. Sturm</i>	<i>A. VanVolkenburg</i>	<i>D. Gibson</i>
<i>N. Dressel</i>	<i>T. Dolan</i>		<i>A. Klinger</i>
			<i>C. Darhower</i>

3. *Borough Manager, Matthew Candland to attend the Penn-Del ISA 50th Annual Shade Tree Symposium to be held at the Lancaster Marriott & Convention Center, from February 23 to February 24, 2015.*
4. *Parking Supervisor Stacey Hamilton to attend “Communication Skills for Women” seminar in Harrisburg, PA on February 27, 2015.*
5. *Assistant Borough Manager Debra Figueroa and Human Resource Director Tom Hamilton to attend the PELRAS Conference at The Penn Stater Conference Hotel in State College, Pennsylvania from March 18 to March 20, 2015.*
6. *Parks and Recreation Director Andrea Crouse and Recreation and Pool Manager, Kristin Zeigler to attend the PRPS Conference at the Lancaster Marriott & Convention Center in Lancaster, Pennsylvania from March 22 to March 25, 2015.*

D. HARB:

The HARB recommends approval for the following item:

1. *A request by Henderson Block Association for a Certificate of Appropriateness at 10 East High Street. The applicant proposes the following improvements:*
- *Replace the 6 panel wood door in rear with a half lite, 2 panel, smooth fiberglass door*
 - *Remove the wooden stairs and ramp and replace with concrete stairs and composite ramp*
 - *Construct a single slope roof structure in the rear with small gables with wood or fiber cement horizontal siding*
 - *Roofing material will be standing metal seam or architectural fiberglass shingles*
 - *Half round gutter system and circular downspouts will be installed*
 - *Railing system will be wrought iron, composite board or cellular PVC*

E. Parks & Recreation:

1. *Council may accept a monetary donation from the Carlisle Kiwanis Club in the amount of \$170.00 for the cost to install a small plaque under the LeTort Park sign with the wording “Park established by Carlisle Kiwanis Club in 1953”.*

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

Recognition of Boy Scout Hank Botters

Council recognizes the Greater Carlisle Project

B. Mayor's Reports:**REPORTS FROM COMMITTEES****C. Finance and Public Works:**

1. Borough Council may approve the appointment of E. Steve Clever as Deputy Tax Collector for the Borough of Carlisle.
2. Borough Council may appoint and authorize Brad Remig, Managing Director of Public Financial Management (PFM) and Peter Carlucci, Esquire, of the firm Eckert Seamans Cherin and Mellott as financial advisor and bond counsel, respectively, to begin the process of issuing debt to finance capital projects.
3. Borough Council may approve a Total Care Support Contract with Hinton & Associates for information technology network support for a one year period retroactive to January 1, 2015, dependent upon approval from the Solicitor.
4. Borough Council may consider adopting a resolution approving the submission of a sewage facilities planning module to the Pennsylvania Department of Environmental Protection for a proposed connection to the Borough's sanitary sewer system from the Clarius Park Development in West Pennsboro Township.
5. Borough Council may approve an agreement between Cumberland County and the Borough to permit the Borough the continued use of certain yard waste processing equipment owned by the County for an annual user fee.
6. Borough Council may enter into an Engineering Contract with Herbert, Roland and Grubic, Inc. (HRG) to assist the Borough with its 2015 Sewer System Rehabilitation Program.
7. Borough Council may consider awarding a contract for the purchase of up to 600,000 drawstring trash bags to the low bidder, Waste Zero Incorporated, at a cost of \$.337 a bag.
8. Borough Council may amend the 2015 Budget as follows for grant writing/lobbyist assistance:
 - Reduce the General Fund expenditures by: \$15,500
 - Increase the Water Fund expenditures by: \$34,500
 - Increase the Sewer Fund expenditures by: \$34,500
 - Increase the Parking Fund expenditures by: \$11,500

D. Economic Development Committee:

1. Borough Council may adopt an ordinance amending the Code of the Borough of Carlisle, adopted by Ordinance 2013 and thereafter amended, with respect to Chapter 244, Vehicles and Traffic, Borough Council may adopt an ordinance amending the Code of the Borough of Carlisle, adopted by Ordinance 2013 and thereafter amended, with respect to Chapter 244, Vehicles and Traffic, to create special-purpose parking locations in the Pomfret Street Parking Garage, create five reserved parking spaces for specific tenants of Business Central in the West Louthier Street Parking Lot and create 20 reserved spaces for specific tenants of Business Central in the East Louthier Street Parking Lot. (*roll call vote*)
2. Borough Council may approve a Cooperation Agreement between and among the Downtown Carlisle Association [DCA] and the Borough of Carlisle [Borough] retroactive to January 1, 2015 through December 31, 2015.
3. Borough Council may approve a shopsteading loan and authorize the Council President to execute the appropriate loan documents to provide \$50,000 (fifty-thousand dollars) in 2007 and 2013 CDBG funds to Mark H. Bricker, Brick LLC, to open Brick—a restaurant with liquor service to be located at 113 W. High Street. Borough CDBG financing would be used to purchase equipment, fixtures, furnishings and signage.

This loan will reflect a 25 (twenty-five) year amortization; two percent (2%) interest rate; with a balloon payment after seven (7) years. The loan collateral would be a second lien position, mortgage, on the Bricker's real estate located 2 Creamery Rd., Boiling Springs PA 17007 (South Middleton Twp.).

4. Borough Council may enter into a Professional Engineering Services Agreement with Desman Associates, subject to the Borough Solicitor's satisfactory review of the terms and conditions outlined in said contract.
5. Borough Council may approve a contract with Sustainable Strategies DC, LLC (S2), to provide grant writing and lobbying services for both Federal and Commonwealth funding opportunities, contingent upon Solicitor approval.

E. ERCP:

1. Borough Council may appoint Mr. John Shugars to a first, four year term on the Planning Commission which will start on March 1, 2015 and expire on February 28, 2019.
2. Borough Council may appoint Mr. Tim Tilton to a first, four year term on the Planning Commission which will start on March 1, 2015 and expire on February 28, 2019.
3. Borough Council may reappoint a Mr. Robert Winston to a first full term on the Sewer Authority effective January 1, 2015 and expiring on December 31, 2019.
4. Borough Council may reaffirm the Borough Manager's approval of the Borough of Carlisle Health Reimbursement Plan contract with Significa Benefit Services which effective January 1, 2015 reduced the maximum reimbursable amount from \$3,500 annually to \$1,200 for non-uniform full time employees.

F. Public Safety Committee:

1. Borough Council may approve entering into a contract with Cam-Tek Systems Incorporated to upgrade the existing video management software for the Borough's camera system from Iron Sky to Avigilon, subject to the Borough Solicitor's satisfactory review of the terms and conditions outlined in said contract.

Borough Council may authorize the purchase of four Axis wireless cameras and required equipment to add to the Avigilon camera system at a cost of \$9,166.

G. Sustainability and Community Planning Committee:

1. Borough Council may direct the Borough Solicitor to advertise an ordinance and schedule a public hearing for April 9, 2015 at 6:30 p.m., amending the Code of the Borough of Carlisle, adopted by Ordinance 2032 and thereafter amended, with respect to adopting an ordinance to establish uniform standards for the siting, design, permitting, maintenance and use of wireless communications facilities in the Borough of Carlisle.

NEW BUSINESS - This section includes any unscheduled visitors or citizens who would like to address Council on any matter relating to Borough government.

REPORTS FROM COUNCIL MEMBERS & STAFF**ADJOURNMENT****UPCOMING EVENTS/MEETINGS****February 2015**

12	Borough Council	7:00 p.m.
16	Borough Hall Closed for President's Day	
17	Pension Advisory Board	5:30 p.m.
18	Board of Appeals	5:00 p.m.
24	Finance & Public Works Meeting	7:00 p.m.
25	ERCPC	8:00 a.m.
26	Planning Commission	5:30 p.m.
27	Economic Development Committee	7:30 a.m.

March 2015

2	HARB	5:30 p.m.
5	Zoning Hearing Board	6:30 p.m.
5	Parks & Recreation Board	7:00 p.m.
12	Public Hearing Wireless Communication	6:30 p.m.
12	CDGB Action Plans	6:45 p.m.
12	Council Meeting	7:00 p.m.
18	Board of Appeals	5:00 p.m.
18	Public Safety Meeting	7:00 p.m.
24	Finance & Public Works Comm.	7:00 p.m.
25	Economic Development & Sustainability & Community Planning Committees	7:30 a.m.