

**BOROUGH OF CARLISLE
COUNCIL MEETING**

**March 8, 2018
7:00 PM**

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

ROLL CALL

OPPORTUNITY FOR CITIZENS AND VISITORS TO BE HEARD

- A. Recognitions: Police Officer of the Year and Police Chief’s Award
- B. Nancy Gregor: Human Relations Commission Update
- C. All Other Citizens and Visitors

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:

- 1. DCED HOME Application Public Hearing 2/8/2018
- 2. Council Meeting 2/8/2018

**B. Approval of Bills and Investment Transactions:
Expenditures as of February 28, 2018:**

<i>General Fund</i>	<i>\$ 665,153</i>
<i>Water Fund</i>	<i>\$ 182,021</i>
<i>Sewer Fund</i>	<i>\$ 247,590</i>
<i>Solid Waste Fund</i>	<i>\$ 52,520</i>
<i>Parking Fund</i>	<i>\$ 124,407</i>
<i>Capital Projects Fund</i>	<i>\$ 133,413</i>
<i>Highway Aid Fund</i>	<i>\$ 2,185</i>

C. Attendance Approvals:

- 1. Assistant Borough Manager Susan Armstrong, Human Resource Director Tom Hamilton and Public Works Director Mark Malarich to attend the PELRAS Conference at The Penn Stater Conference Hotel in State College, Pennsylvania from March 13-16, 2018.
- 2. Fire Chief Jeffrey Snyder to attend the PA South Central Task Force 2018 Homeland Security Conference, March 27-29, 2018 in Summerdale, Pennsylvania.
- 3. Lab Supervisor Dave Runkle to attend the PA Rural Water Association Conference, March 20-23, 2018 in Penn State, Pennsylvania.

D. Budget and Finance Committee:

1. *Borough Council may ratify a Stipulation Agreement providing for a reduction in assessment value at the property located at 1003 South Hanover Street, Carlisle, Pennsylvania. The agreement provides for a value of \$471,500 (four hundred seventy-one thousand five hundred dollars).*

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

1. *A request by The First Evangelical Lutheran Church for a Certificate of Appropriateness at 21 South Bedford Street to demolish a small entryway created during the 1965 construction of the education wing and then to construct a two-story addition linking this 1965 addition to the worship space, circa 1905. This 1600 square feet addition is proposed to house a welcome lobby, elevator, stairway, lounge and library*
2. *A request by Devonna Jonsson for a Certificate of Appropriateness at 50 Walnut Street to repair a flat roof in rear of the property by installing rubber roofing, also to include all necessary brick repair and paint.*
3. *A request by Eric and Kathleen Storms for a Certificate of Appropriateness at 133 South Hanover Street to install fully adhered rubber roofing above the two front bay windows, all flashing to be included.*
4. *A request by Delanor Kuntz for a Certificate of Appropriateness at 137 East Pomfret Street to construct a gable-style roof with standing seam metal covering above the rear two-story addition and to replace the 32" wide front door with a 36" wide fiberglass door consisting of three upper glass panels and two vertical lower panels.*

F. Economic Development Committee:

1. *Borough Council may consider a contract with Keystone Strategic Advocacy, LLC (KSA) that shall provide the continuance of grant writing and lobbying services for Pennsylvania Commonwealth funding opportunities retroactive to January 1, 2018 through December 31, 2018, contingent upon the Borough Solicitor's satisfactory review and approval.*

G. Public Safety Committee:

1. *Borough Council may approve the Carlisle Area School District's request to close Bellaire Drive from Waggoner's Gap to West Penn Street and West Penn Street from Cedar to Orange Street on Wednesday, March 18, 2018 from 9:00 a.m. to approximately 11:00 a.m.*
2. *Borough Council may authorize the closure of North Pitt Street between I and K Streets on April 17, 2018 – April 21, 2018, between the hours of 7:00 a.m. -10:00 p.m. daily to facilitate the drop off and pick up of vehicles for Carlisle Events Auto Auction at the Carlisle Expo Center. Carlisle Events shall be responsible for 100% of the variable costs and 10% of the fixed costs incurred by the Borough and shall be required to provide a Certificate of Insurance naming the Borough of Carlisle as an additional insured.*
3. *Borough Council may authorize the temporary closing of several Borough streets for Dickinson College's 245th Commencement on May 20, 2018, with Dickinson College reimbursing the Borough 100% of the variable costs and 10% of the fixed costs incurred by the Borough of Carlisle to hold the event. Approval is contingent upon Penn DOT's approval of said street closure and the applicant providing a Certificate of Insurance naming the Borough and Penn DOT as additional insureds.*

4. *Borough Council may authorize the closure of North Pitt Street between I and K Streets on October 2, 2018 through October 6, 2018 between the hours of 7:00 a.m. - 10:00 p.m. daily to facilitate the drop off and pick up of vehicles for Carlisle Events Auto Auction at the Carlisle Expo Center. Carlisle Events shall be responsible for 100% of the variable costs and 10% of the fixed costs incurred by the Borough and shall be required to provide a Certificate of Insurance naming the Borough of Carlisle as an additional insured*
5. *Borough Council may recommend to the Pennsylvania Emergency Management Agency (PEMA) the appointment of Mr. Jeffrey Snyder as Carlisle Borough's Emergency Management Coordinator (EMC).*

H. Mayor's Reports:

1. *Borough Council may ratify a letter of support and commitment (dated February 27, 2018) for the Borough of Carlisle's Pennsylvania Department of Community and Economic Development (DCED) HOME Investment Partnerships Program application.*

REGULAR AGENDA**TABLED, CONTINUED, AND RECURRING ITEMS**

None

REPORTS FROM ELECTED OFFICIALS**A. Mayor's Reports:****REPORTS FROM COMMITTEES****B. Budget and Finance Committee:**

1. Borough Council may amend the agreement between the Borough of Carlisle and Suites on Hanover, LLC, party of the second part and successor in title to Carlisle Hospitality, LP.
2. Borough Council may approve and accept the donation/conveyance of land, known as Parcel No. 86, from Carlisle Auto Industries, Inc. retroactive to June 22, 2017 and authorize the execution of IRS Form 8283 subject to the satisfactory review and approval by the Borough Solicitor.

C. Community Planning & Smart Growth:

1. Borough Council may consider a complete waiver of requiring the submission, review, and approval of a formal Land Development / Subdivision Plan as per Section 226-14, 226-17, and 226-21 of the Subdivision & Land Development Ordinance (SALDO) for First Lutheran Church, 21 South Bedford Street.
2. Borough Council may adopt an ordinance amending Chapters 80 and 120 of the Borough Code, pertaining to the keeping and regulation of backyard chickens. *Roll Call Vote*

D. Economic Development Committee:

1. Borough Council may approve a resolution granting staff permission to apply for a Commonwealth of Pennsylvania Multi-Modal grant from the Pennsylvania Department of Transportation in the amount up to \$1,500,000 (one million five hundred thousand dollars) for the Carlisle Connectivity Project.

Borough Council may also approve a 30% local match (up to \$450,000) as part of the total grant application process.

2. Borough Council may authorize the Mayor to sign the grant agreement and other support documents for the Pennsylvania Multi-Modal grant received from the Commonwealth Financing Authority and the PA Department of Community & Economic Development in the amount of \$250,000 (two hundred fifty thousand dollars) for the Carlisle Connectivity Project.

E. ERCP Committee:

1. Borough Council may adopt an ordinance amending Chapter 83 of the Borough of Carlisle Code entitled “Human Relations” to provide for two alternate members who shall be appointed by the Carlisle Borough Council. The terms of these members shall be staggered such that the initial term expiration of “Alternate Member 1” shall be February 29, 2020 and “Alternate Member 2” shall be February 28, 2022. Thereafter, alternate members shall be appointed or reappointed to four-year terms. Alternate members shall not have a voting role unless a vacancy or quorum arises. *Roll Call Vote*
2. Borough Council may consider appointing the following individuals to the Human Relations Commission for the noted position and term length outlined below:
 - Human Relations Commission Member: Carlos Rojas-Gaona to a four-year term effective immediately and shall expire on February 28, 2022;
 - Alternate Member 1: Jason Rivera to a two-year term effective immediately and shall expire on February 29, 2020; and,
 - Alternate Member 2: McKenzie Clark to a four-year term effective immediately and shall expire on February 28, 2022.

F. Parks and Recreation Committee:

1. Borough Council may authorize the Borough Solicitor to draft and advertise an ordinance for the Gatehouse lease.

G. Public Safety Committee:

1. Borough Council may authorize the closure of North Pitt Street between I and K Streets on June 13, 2018 through June 16, 2018 from 7:00 a.m. – 10:00 p.m. daily to facilitate the drop off and pick up of vehicles for Carlisle Events Auto Auction at the Carlisle Expo Center. Carlisle Events shall be responsible for 100% of the variable cost and 10% of the fixed costs incurred by the Borough and shall be required to provide a Certificate of Insurance naming the Borough of Carlisle as an additional insured.
2. Borough Council may approve a special event application request by Cumberland Valley High School students to support victims of Stoneman Douglas High School in Parkland, Florida. The event is scheduled for Sunday, March 18, 2018 from 2:00 – 4:00 p.m. at the corner of High and Hanover Streets directly across from the Cumberland County Courthouse steps.

H. Public Works Committee:

1. Borough Council may execute a professional service contract with Gannett Fleming, Inc. for design and bid services associated with Carlisle Borough’s Pump Station No. 2 Peroxide System Project at a lump sum fee of \$39,000 (thirty-nine thousand dollars).
2. Borough Council may enter into an agreement with Salzmann Hughes, P.C. to serve as right-of-way solicitor for the Borough of Carlisle for its Sewer System Rehabilitation Program, subject to the Borough Solicitor’s review and approval.

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**

March 2018 - (All meeting are held at Borough Hall unless noted otherwise.)

08	Borough Council Meeting	7:00 p.m.
10	Council Goal Planning Session	9:00 a.m.
22	Planning Commission	5:30 p.m.

April 2018 - (All meeting are held at Borough Hall unless noted otherwise.)

02	HARB	5:30 p.m.
04	Council Workshop Meeting	6:00 p.m.
05	Board of Appeals	5:00 p.m.
05	Zoning Hearing Board	6:30 p.m.
05	Parks and Recreation Board (Stuart Community Center)	7:00 p.m.
12	Borough Council Meeting	7:00 p.m.
17	Sewer Authority (54 North Middlesex Road)	6:00 p.m.
18	Municipal Authority (165 Longs Gap Road)	5:00 p.m.
26	Planning Commission	5:30 p.m.