

**BOROUGH OF CARLISLE  
COUNCIL MEETING**

**March 10, 2016  
7:00 PM**

**MOMENT OF SILENCE**..... Councilor Crampsie  
**PLEDGE OF ALLEGIANCE TO THE FLAG**..... Councilor Crampsie

**ROLL CALL**

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

- A. Citizens and Visitors Who Have Been Scheduled To Be Heard
- B. 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:**

*Public Meeting 02/11/2016  
Council Meeting 02/11/2016*

**B. Approval of Bills and Investment Transactions:  
Expenditures as of February 29, 2016:**

<i>General Fund</i>	\$	<i>823,967</i>
<i>Water Fund</i>	\$	<i>171,711</i>
<i>Sewer Fund</i>	\$	<i>269,934</i>
<i>Solid Waste Fund</i>	\$	<i>77,932</i>
<i>Parking Fund</i>	\$	<i>13,179</i>

**C. Attendance Approvals:**

- 1. Fire Chief Snyder to attend the Homeland Security Conference 2016 to be held at Central Penn College Conference Center from March 22-23, 2016.*
- 2. Traffic Maintainer Van Thorson to attend the IMSA Annual Certification School and Technical Conference in Bordentown, New Jersey on March 28<sup>th</sup> – April 1, 2016.*
- 3. Water Treatment Plant Lab Supervisor Dave Runkle to attend the Pennsylvania Rural Water Association Annual Conference State College March 29-April 1, 2016.*
- 4. Finance Director Norm Butts to attend the GFOA-PA Conference in State College, PA on April 24-27, 2016.*

**D. Economic Development Committee:**

1. *Borough Council may reaffirm a letter of support for a Green Streets, Green Jobs, Green Towns grant submitted by the Redevelopment Authority of Cumberland County which supports the design of the Carlisle Urban Stormwater Park at the IAC site.*

**E. ERCP**

1. *Borough Council may accept the resignation of Mr. George Shevlin from the Civil Service Commission effective March 1, 2016.*

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

1. *A request by Katherine McFarland for a Certificate of Appropriateness at 239 West South Street. The applicant proposes to reattach the front arched roof that has separated from the brick. The asphalt shingled roof will be replaced with a tin roof.*
2. *A request by Akiko Maguro for a Certificate of Appropriateness at 113 West Louther Street. The applicant proposes to replace the wood, 2/2, double hung bathroom window with an Anderson Woodwright, 2/2, double hung window.*
3. *A request by Dwayne Keller for a Certificate of Appropriateness at 17 East High Street. The applicant proposes to replace one wood, 2/2, double hung window with an Anderson Woodwright, 2/2, double hung window.*

**G. Public Safety Committee:**

1. *Borough Council may approve three (3) Special Events Applications submitted by DCA involving street closures as follows:*

**(1) Ford Parade, June 4, 2016 from 6:30 p.m. – 10:00 p.m.; streets to include:**

- A. *Bryn Mawr Road*
- B. *I Street (Rt. 34 to Fairgrounds)*
- C. *Rt. 34, Spring Road (K Street to Hanover Street)*
- D. *Rt. 34, Hanover Street (Spring Road to South Street)*
- E. *High Street (Bedford Street to West Street)*
- F. *Pitt Street (Louther Street to Pomfret Street)*

**(2) Corvette Parade, August 27, 2016 from 6:30 p.m. – 10:00 p.m.; streets to include:**

- A. *Bryn Mawr Road*
- B. *I Street (Rt. 34 to Fairgrounds)*
- C. *Rt. 34, Spring Road (K Street to Hanover Street)*
- D. *Rt. 34, Hanover Street (Spring Road to South Street)*
- E. *High Street (Bedford Street to West Street)*
- F. *Pitt Street (Louther Street to Pomfret Street)*

**(3) Harvest of the Arts, September 24, 2016, 6:00 a.m. – 8:00 p.m.; streets to include:**

- A. *W. High Street (Hanover Street to College Street)*
- B. *Pitt Street (Louther Street to Pomfret Street)*
- C. *West Street (Louther Street to Pomfret Street)*

*The DCA would be responsible to reimburse the Borough of Carlisle for 100% of the variable costs and 10% of the fixed costs of traffic control and to provide a Certificate of Insurance naming the Borough of Carlisle and PennDOT as additional insured's for these events.*

- 2. Borough Council may authorize the temporary closing of several Borough streets for Dickinson College's 243rd Commencement on May 22, 2016, 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 insured's.*
- 3. Borough Council may authorize Mayor Tim Scott to send a letter to our legislative delegation requesting legislative assistance to enable an effective body worn camera policy.*

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

1. Recognition of Police Chief Margeson
2. Junior Achievement Proclamation
3. ArtPlace America Narrative & Video

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

1. Borough Council may adopt an ordinance amending the code of the Borough of Carlisle with respect to Chapter 244, Vehicles and Traffic, to extend the time to pay certain parking violations and amend the fine and methods of payment of certain parking violations. (*roll call vote*)

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

1. Borough Council may approve a revised Final Land Development Plan submitted by Herbert, Rowland & Grubic, Inc. on behalf of MRPI South Shearer, L.P. at 5 Logistics Drive (I-2 Light Industrial District), subject to conditions.
2. Borough Council may approve a granting of waivers for the filing of a Preliminary Land Development Plan at 735 Clay Street.

Borough Council may consider approval of a Final Land Development Plan submitted by Madden Engineering Services on behalf of the Carlisle Area School District for the Hamilton Elementary School at 735 Clay Street (INS Institutional zoning district), subject to conditions.

**D. ERCP**

1. Borough Council may appoint Mr. Justin Smith to a second, four year term on the Planning Commission which will start on March 1, 2016 and expire on February 29, 2020.
2. Borough Council may appoint Mr. Christian Muniz to a second, four year term on the Planning Commission which will start on March 1, 2016 and expire on February 29, 2020.
3. Borough Council may reappoint Cpl. Simon Jackson to a first, five year term on the Pension Advisory Commission. The term will begin on April 1, 2016 and expire on March 31, 2021.

**E. Parks and Recreation Committee:**

- 1. Borough Council may approve Mayor Tim Scott as signatory for a letter of agreement received from McCoy Brothers, Inc. to maintain the price of \$221,075 for the Heberlig-Palmer Park renovation project until May 20, 2016.

**F. Public Safety Committee:**

- 1. Borough Council may adopt an 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 W. Penn Street. *(roll call vote)*
- 2. Borough Council may approve the use of Carlisle Special Fire Police and Special Fire Police from other municipalities to work at non-fire related Borough events, functions or parades.
- 3. Carlisle Borough Council may approve a Special Events/street closure application from the Pomfret Group to close the first block of W. Pomfret Street from 10:00 a.m. – 7:30 p.m. on Saturday, August 6, 2016 for the Music in the Garden 10 year anniversary. The promoter would be responsible for 100% of the variable costs and 10% of the fixed costs incurred by the Borough of Carlisle to hold this event.

**G. Public Works:**

- 1. Borough Council may enter into an engineering services contract with Gannett Fleming, Inc. to perform a water distribution system evaluation that includes the preparation of a Capital Improvement Plan (CIP) for the Borough’s potable water distribution system.
- 2. Borough Council may authorize by ordinance the execution of a License Agreement with Norfolk Southern needed for entrance by the Borough on the railroad’s property to undertake required sanitary sewer system repairs. *(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**

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

10	Public Hearing for CDGB Needs	6:55 p.m.
10	Borough Council	7:00 p.m.
14	Carlisle Borough Sewer Authority@54 North Middlesex Rd.	6:00 p.m.
15	Pension Advisory Commission	5:30 p.m.
16	Board of Appeals	5:00 p.m.
22	Public Works Committee	7:00 p.m.
23	Community Planning & Smart Growth Committee	8:00 a.m.
23	Economic Development Committee	8:00 a.m.
24	Planning Commission	5:30 p.m.

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

04	HARB	5:30 p.m.
06	Public Safety Meeting	7:00 p.m.
07	Zoning Hearing Board	6:30 p.m.
07	Parks & Recreation Board @ Stuart Comm. Center	7:00 p.m.
14	Public Hearing regarding amending definitions and provisions of the UM Mixed Use Zoning District	6:40 p.m.
14	Public Hearing for CDGB Needs	6:55 p.m.
14	Borough Council	7:00 p.m.
20	Board of Appeals	5:00 p.m.
20	Carlisle Borough Municipal Authority@165 Longs Gap Rd.	5:00 p.m.
26	Budget & Finance Committee	6:00 p.m.
26	Public Works Committee	7:00 p.m.
27	ERCP	8:00 a.m.
28	Planning Commission	5:30 p.m.