

**BOROUGH OF CARLISLE  
COUNCIL MEETING  
April 9, 2015  
7:00 PM**

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

**ROLL CALL**

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

Recognition of Cameron Fritz and Connor Fritz from Boy Scout Troop #168, for the merit badge “Citizenship in the Community”.

Dickinson College Citizen Survey Update

Mr. Marc Rhan regarding Exel Warehouse

Mr. Jerome Sodus regarding biodegradable trash bags

**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 Hearing for CDBG Budget Modification 03/12/2015  
Council Meeting 03/12/2015*

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

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

<i>General Fund</i>	\$	<i>729,786</i>
<i>Water Fund</i>	\$	<i>252,557</i>
<i>Sewer Fund</i>	\$	<i>253,065</i>
<i>Solid Waste Fund</i>	\$	<i>40,374</i>
<i>Parking Fund</i>	\$	<i>126,172</i>

**C. Attendance Approvals:**

1. *The following Officers to attend a one (1) day seminar on American Law Enforcement and Risk Management to be held at Messiah College to be instructed by Mr. Gordon Graham of Lexipol.*

March 27, 2015

*VanVolkenburg  
Rogers  
Sturm  
Hertzler*

March 28, 2015

*Cpl. Bucher  
Cpl. Shull  
Cpl. Jackson  
Cpl. Groller*

2. *Assistant Borough Manager Figueroa to attend a Tiger Grant Conference in Washington DC on April 16, 2015.*
3. *Parks and Recreation Supervisor Strayer to attend a Swimming Pool Recertification Workshop in Mechanicsburg, PA on April 27, 2015.*
4. *Assistant Finance Director Ries and Account Clerk Lebo to attend the Springbrook User Conference in Portland, OR from May 4-8, 2015.*
5. *Sgts. D. Fones and M. Brewbaker to attend the FBI sponsored Supervisor Leadership Institute, May 11-15, 2015 at the Lancaster Public Safety Training Institute. This was included in the 2015 CPD training budget. This type of training will enhance the supervisory and leadership skills of our frontline supervisors.*
6. *Borough Manager Candland and Assistant Borough Manager Figueroa to attend the Annual APMM Conference in Long Branch, NJ from May19-21, 2015.*

**D. HARB:**

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

1. *A request by Jamie Wolf for a Certificate of Appropriateness at 101 East High Street. The applicant proposes the following improvements:*
  - *Replace damaged slate with slate to match profile and color as close as possible*
  - *Replace the four, 1/1, double hung, wood windows with Pella, 1/1, double hung, wood windows*
  - *Repair fire damaged wood trim with new wood trim to match existing as close as possible*
  - *Pressure wash brick with low pressure (<100 psi)*
  - *Fire damaged dormer roofs to get new standing seam metal roofs*

**E. Parks & Recreation Committee:**

1. *Borough Council may approve the summer 2015 Recreation Program Fee Resolution.*

**F. Public Safety Committee**

1. *Borough Council may authorize the temporary closing of several Borough streets for Dickinson College's 242nd Commencement on May 17, 2015, 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 PennDOT as additional insureds.*

2. *Borough Council may authorize the closure of W. South Street between College Street and Mooreland Avenue and College Street between Pomfret Street and W. South Street on Saturday, May 16, 2015 from 8:30 a.m. – 12:30 p.m. for the Penn State University Dickinson School of Law graduation with Penn State University Dickinson School of Law reimbursing the Borough 100% of the variable costs and 10% of the fixed costs incurred by the Borough of Carlisle to hold the event and the applicant providing a Certificate of Insurance naming the Borough and PennDOT as additional insureds.*
  
3. *Borough Council may approve the May 25, 2015 Memorial Day Parade and associated street closures from 8:00 a.m.-12:00 p.m. as proposed by the event sponsor, the Carlisle Area Joint Veterans and Memorial Day Committee. The affected streets are: The first three blocks of E. North Street; first block of W. North Street; Hanover Street from Penn Street to South Street; South Street from Hanover Street to Pitt Street; Pitt Street from South Street to Louthier Street and High Street from West Street to Bedford Street.*

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

1. Recognition of Mr. Nathan Bernheimer
2. Cumberland Valley Rails Trail Letter of Support

**B. Mayor's Reports:**

1. Recognition of Officer Klinger

**REPORTS FROM COMMITTEES****C. Economic Development Committee:**

1. Borough Council may approve an agreement with Cumberland County Industrial Development Authority to serve as the designated industrial and commercial development authority (IDA) for the creation of one or more tax increment financing districts within the Borough.
2. Borough Council may approve a proposal from Cohen Law Group to negotiate the Comcast Franchise Agreement for up to \$10,900.

**D. ERCP Committee:**

1. Borough Council may approve the job description for the Dickinson College Student Ambassador.

**E. Finance and Public Works Committee:**

1. Borough Council may approve a \$5,000,000 bank loan with Susquehanna Bank to be used for financing capital projects.

Borough Council may also adopt an ordinance authorizing and directing the issuance of a general obligation note, series of 2015, in the principal amount not to exceed \$5,000,000. *(roll call vote)*

2. Borough Council may award the construction contract for the 2015 Pedestrian Curb Ramp Rehabilitation Project to the lowest responsive bidder, Doug Lamb Construction, Inc. of Elizabethtown, Pennsylvania, in the amount of \$156,097.
3. Borough Council can approve Change Order # 1 for Budget Roofing extending the Hope Station Roof project for 40 days from April 20, 2015 until May 30, 2015.
4. Borough Council may enter into an Agreement with the Sewer Authority's Consulting Engineer, Gannett Fleming, Inc. to evaluate the processes and equipment at the wastewater treatment plant which were not replaced during the BNR Upgrade Project.

5. Borough Council may approve of a proposal by Kint, Inc. to modify and fix the fire alarm service for the system located at the Wastewater Treatment Plant and Lab buildings, for an amount not to exceed \$5,782.14 and pending Solicitor review.
6. Borough Council may award Winall, Inc. d.b.a. Mid-State (Mid-State) the construction bid for the Water Treatment Plant Roof Replacement & Safety Improvements Project, for an amount not to exceed \$179,900.

Borough Council may approve a proposal for construction administration services with SMB&R to oversee the roof construction for an amount not to exceed \$6,200, pending Borough Solicitor approval.

7. Borough Council may enter into an Agreement with NRG to upgrade the building automation system controls currently installed at the Lab Building for \$25,000 with an additional contingency of \$3,000.
8. Borough Council may enter into an Engineering Contract with Michael Baker Jr., Inc. to perform a Transportation Impact Study for road improvements to support the recommendations of the Carlisle Urban Redevelopment Plan, subject to the approval of the Borough Solicitor.

**F. Park and Recreation Committee:**

1. Borough Council may authorize the Council President as signatory for a grant subcontract from the Cumberland County Land Partnerships Grant Program for \$10,000 in funds for the renovation of Shaffer Park Cabin.
2. Borough Council may hire Frederick, Siebert & Associates (FSA) to develop and design construction plans and specifications for renovations to Heberlig Palmer Park in the amount of \$25,960.

**G. Public Safety 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 prohibit the parking of vehicles between the hours of 6 a.m. and 6 p.m. Monday through Friday at certain locations on East Pomfret Street. *(roll call vote)*
2. Borough Council may approve an ordinance to change the snow removal policy from 48 hours to 24 hours. *(roll call vote)*
3. Borough Council may authorize a street closure request by Project Share to close Lincoln Street between Pitt Street and West Street and Lincoln Avenue and Birch Avenue around Heberlig-Palmer Park on May 16, 2015 from 11:30 a.m.-4:30 p.m. for a Day of Sharing and Farm Stand Open House. Project Share would be responsible for 100% of the variable costs and 10% of the fixed costs incurred by the Borough, and for submitting a Certificate of Insurance naming the Borough of Carlisle as an additional insured.

**H. Sustainability & Community Planning Committee:**

1. Borough Council may adopt an ordinance amending the Code of the Borough of Carlisle, with respect to Chapter 212, Solid Waste and Recyclables, requiring the use of biodegradable paper bags for leaf collection. *(roll call vote)*

2. Borough Council may accept the Section 3 Policies and Procedures required for the Community Development Block Grant Program.
3. Borough Council may approve an ordinance 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.  
*(roll call vote)*

**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**

#### **April 2015**

09	Public Hearing – Wireless Communication Ordinance	6:30 p.m.
09	Public Hearing – CDGB Action Plan	6:50 p.m.
09	Council Meeting	7:00 p.m.
15	Board of Appeals	5:00 p.m.
15	Municipal Authority @ Water Treatment Plant	5:00 p.m.
21	Sewer Authority @ Waste Water Treatment Plant	6:00 p.m.
27	HARB	5:30 p.m.
28	Finance & Public Works Committee	7:00 p.m.
28	Government Study Commission	7:00 p.m.
29	Employee Relations & Citizen Participation Comm.	12:00 p.m.

#### **May 2015**

06	Public Safety Committee @ Police Station	7:30 a.m.
07	Zoning Hearing Board	6:30 p.m.
07	Parks & Recreation Board	7:00 p.m.
14	Public Hearing – Vending Machine Ordinance	6:30 p.m.
14	Public Hearing – Snow Removal Ordinance	6:40 p.m.
14	Public Hearing – Urban Mixed Use Ordinance	6:50 p.m.
14	Council Meeting	7:00 p.m.
20	Board of Appeals	5:00 p.m.
26	Finance & Public Works Committee	7:00 p.m.
27	Economic Development & Sustainability & Community Planning Committees	7:30 a.m.