

**BOROUGH OF CARLISLE  
COUNCIL MEETING**

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

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

**ROLL CALL**

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

- A. Citizens and Visitors Who Have Been Scheduled To Be Heard
  - 1. Zoning Hearing Board Awards
  - 2. Goodman Birtcher
  - 3. Gannet Fleming Comp Plan Update
  
- 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 03/01/2016  
CDGB Pulice Hearing 03/10/2016  
Council Meeting 03/10/2016*

**B. Approval of Bills and Investment Transactions:  
Expenditures as of March 31, 2016:**

<i>General Fund</i>	<i>\$ 1,097,967</i>
<i>Water Fund</i>	<i>\$ 199,801</i>
<i>Sewer Fund</i>	<i>\$ 354,841</i>
<i>Solid Waste Fund</i>	<i>\$ 41,117</i>
<i>Parking Fund</i>	<i>\$ 16,836</i>

**C. Attendance Approvals:**

- 1. *Andrea Crouse and Kristin Zeigler to attend a Swimming Pool Recertification Workshop in Mechanicsburg, PA on April 26, 2016.*
  
- 2. *Assistant Borough Manager Figueroa and Police Lt. Latshaw to attend the Body Worn Camera Conference in Washington DC on April 18-19, 2016.*

3. *Borough Manager Candland and Assistant Borough Manager Figueroa to attend the APMM Annual Conference on May 17-19, 2-016 in Gettysburg, Pennsylvania.*
4. *Marlies Ries to attend the National GFOA Conference in Toronto, May 23-25.*
5. *Fire Chief Jeff Snyder to travel to Pierce Manufacturing, Appleton WI for final inspection of new fire engine, April 24-26, 2016.*
6. *Mike Strayer and Richard Mixell to attend a Playground Maintenance workshop on April 19, 2016, in Boiling Springs, PA.*

**D. Community Planning and Smart Growth Committee:**

1. *Council may consider a resolution calling on the Pennsylvania state legislature to amend the covered device recycling act, act 108 of 2010.*

**E. HARB:**

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

1. *A request by Sherron Biddle & Francis Nash for a Certificate of Appropriateness at 204 South West Street. The applicant proposes to remove two downspouts and runoff piping and install new 3" round aluminum downspouts. They will also install a 4" round aluminum spout running horizontally.*
2. *A request by Waveland Properties for a Certificate of Appropriateness at 141 West High Street. The applicant proposes to install two 2' by 3' wall signs on the front façade. One sign will state "Carlisle Thai Cuisine" and be located above the window that has the neon open sign. This sign will be orange lettering with white background and be made of custom routed ½" thick black Komatex to be tape mounted to ACM material. Printed, gloss laminated and cut vinyl graphics will be overlaid on top of the letters. The second sign will be a simple menu board that will be to the left of the entrance door where the White Elephant sign is now located.*
3. *A request by Mark & Lisa Ritchie for a Certificate of Appropriateness at 72 West Pomfret Street. The applicant proposes to install a 9" by 30", ½" thick wall sign on the front façade underneath the existing wall sign. The sign will state "Law Offices of Saidis, Sullivan & Rogers, Trust Matters". The sign will have white lettering with green background.*
4. *A request by Paul & Debra Jussel for a Certificate of Appropriateness at 215 West South Street. The applicant proposes to remove and replace existing wood fence along the private alley with approximately 211' of 1" by 6" by 6' cedar fencing with 4" by 6" treated posts set in concrete.*
5. *A request by Waveland Properties for a Certificate of Appropriateness at 100 South West Street. The applicant proposes the following improvements:*
  - *Replace existing mix of double hung windows with 1/1, Thermo Twin, aluminum clad wood windows*
  - *Replace existing glass block windows with 1/1, Thermo Twin, aluminum clad wood windows*

- *Install new wood entry door on Pomfret Street in place of existing glass block and fill gaps with matching brick*
  - *Replace existing metal roof with new rubber roof and replace existing downspouts with new round downspouts*
  - *Repair/replace window trim and cornice as needed with like type product*
  - *Repoint brick as needed with appropriate mortar type*
  - *Remove metal fire escape and replace with new wood stair tower*
  - *Install Harb approved, 12' by 20" Waveland Properties signage on façade*
6. *A request by David and Cynthia Miller for a Certificate of Appropriateness at 155 South Hanover Street. The applicant proposes the following improvements:*
- *Replace wood, four panel entrance door with the same configuration wood core, fiberglass door*
  - *Replace the three, 2<sup>nd</sup> floor, front, 6/6, double hung wood windows with the same configuration wood or approved composite windows*
  - *Repair/repoint damaged chimney*
7. *A request by Nelson Miller for a Certificate of Appropriateness at 57 East Louther Street. The applicant proposes to remove twelve 1/1 vinyl windows and replace with twelve 6/6 new vinyl windows.*
8. *A request by Dr. Ronald Krajack for a Certificate of Appropriateness at 44 South Pitt Street. The applicant proposes to remove and replace the deteriorated, storm damaged slate roof with architectural asphalt shingles.*

**F. Parks and Recreation**

1. *Borough Council may approve the 2016 Summer Recreation Program Fee Resolution.*

**G. Public Safety Committee:**

1. *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 14, 2016, from 8:30 a.m. – 12:30 p.m. for the Penn State University Dickinson School of Law graduation. Penn State University Dickinson School of Law be responsible for 100% of the variable costs and 10% of the fixed costs incurred by the Borough for traffic control.*

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

1. Airport Appointment
2. Strong Towns Award Recognition

**REPORTS FROM COMMITTEES****B. Community Planning & Smart Growth Committee:**

1. Borough Council may approve an ordinance amending the Code of the Borough of Carlisle, adopted by Ordinance 2032 and thereafter amended, with respect to updating the UM zoning district. (*roll call vote*)
2. Borough Council may approve modifications to the 2009, 2011, and 2013 approved CDBG budgets.
3. Borough Council may approve a proposal from Gannet Fleming for the facilitation of bi-annual Council Goals in the amount of \$5,246.

**C. Economic Development Committee:**

1. Borough Council may direct the Borough Solicitor to draft and advertise an ordinance approving a franchise agreement with Comcast Cable.
2. Borough Council may reaffirm a \$300,000 DCNR Community Conservation Partnerships Program (C2P2) Grant Application and Resolution.

Borough Council may reaffirm a \$300,000 local match.

3. Borough Council may authorize staff to submit a Transportation Investment Generating Economic Recovery (TIGER) Construction Grant application in the amount of \$12,886,800.

Borough Council may commit up to \$8,591,200 as matching funds for a \$12,886,800 TIGER Construction Grant application for a combined project cost of \$21,478,000.

**D. Parks and Recreation Committee:**

1. Borough Council may award the bid for the Heberlig-Palmer Park Renovation Project to McCoy Brothers, Inc. at a price of \$221,075. This includes the base bid and alternative bids #1-#6.
2. Borough Council may award a contract in the amount of \$6,780 to Ronald G. Baker Masonry Contractor for brick and concrete repair of the front porch at the Stuart Community Center.
3. Borough Council may award a contract in the amount of \$11,300 to High Peak Roofing to replace the roof at Shaffer Cabin. Council may also award funds to replace any rotted wood sheathing on the roof at \$40.00 per sheet.

**E. Public Safety Committee:**

1. Borough Council may approve the street closure request submitted by Hope Station for a community event to be held on April 30, 2016 from Noon until 3:00 p.m. closing the 100 block of W. Penn Street between Pitt and West Streets. Hope Station would be responsible for 100% of the variable costs and 10% of the fixed costs incurred by the Borough.
2. Borough Council may reaffirm the submission of an application to the Federal Emergency Management Agency, for Adequate Fire and Emergency Response, Recruitment and Retention Grant in the amount of \$427,750.
3. Borough Council may approve an ordinance establishing a temporary parking ban affecting certain borough streets in conjunction with Carlisle Production's 2016 schedule of events. *(roll call vote)*
4. Borough Council may approve a proposal from The Novak Consulting Group for a not to exceed cost of \$30,000.

**F. Public Works:**

1. Borough Council may authorize the execution of an engineering agreement with Gannett Fleming, Inc. to prepare design documents required by the Pennsylvania Department of Transportation (PennDOT) for modification to Borough water and sewer mains necessitated by the PennDOT project to replace its E. High Street Bridge.

Borough Council may approve a resolution authorizing the submission of a request to the Pennsylvania Department of Transportation for up to a 75 percent reimbursement for costs associated with relocating Borough facilities

2. Borough Council may award the unit price construction contract for the 2016 Sanitary Sewer System Rehabilitation Project to the lowest responsive bidder, HRI, Inc. of State College, Pennsylvania, in the amount of \$3, 232,450.

Borough Council may authorize any contract change orders needing prompt action in an amount not to exceed \$10,000 each, to be approved at the discretion of the Borough Manager and brought before Council for retroactive approval.

3. Borough Council may authorize the Borough Solicitor to draft and advertise an ordinance amending Chapter 223 of the Code of the Borough of Carlisle with respect to the requirements for restoration of streets in the Borough after a utility cut is made within the street.
4. Borough Council may award the unit price construction contract for the 2016 Pedestrian Curb Ramp Rehabilitation Project to the lowest responsive bidder, Doug Lamb Construction, Inc. of Elizabethtown, Pennsylvania, in the amount of \$222,155.00. Borough Council may also authorize any contract change orders needing prompt action in an amount not to exceed \$4,000 each, to be approved at the discretion of the Borough Manager and brought before Council for retroactive 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**

**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	6:50 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.

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

02	HARB	5:30 p.m.
04	Public Safety Meeting @ Police Station	7:30 a.m.
05	Parks & Recreation Board @ Stuart Comm. Center	7:00 p.m.
07	Zoning Hearing Board	6:30 p.m.
12	Borough Council	7:00 p.m.
18	Board of Appeals	5:00 p.m.
24	Public Works Committee	7:00 p.m.
25	Community Planning & Smart Growth Committee	8:00 a.m.
25	Economic Development Committee	8:00 a.m.
26	Planning Commission	5:30 p.m.
30	Borough Hall Closed for Memorial Day	