

**BOROUGH OF CARLISLE
COUNCIL MEETING
May 14, 2015
7:00 PM**

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

ROLL CALL

OPPORTUNITY FOR SCHEDULED CITIZENS AND VISITORS TO BE HEARD

Ms. Renee Rhan regarding Exel Warehouse

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 Action Plan 04/09/2015
Public Hearing for Wireless Communication 04/09/2015
Council Meeting 04/09/2015*

B. Approval of Bills and Investment Transactions:

Expenditures as of April 30, 2015:

<i>General Fund</i>	<i>\$</i>	<i>1,043,555</i>
<i>Water Fund</i>	<i>\$</i>	<i>708,609</i>
<i>Sewer Fund</i>	<i>\$</i>	<i>895,121</i>
<i>Solid Waste Fund</i>	<i>\$</i>	<i>89,795</i>
<i>Parking Fund</i>	<i>\$</i>	<i>48,114</i>
<i>Fort LeTort Fund</i>	<i>\$</i>	<i>1,012</i>

C. Attendance Approvals:

- 1. Borough Manager Candland, Assistant Borough Manager Figueroa, Mayor Tim Scott and Councilor Heath to attend a meeting in Washington D.C. to discuss the Tiger Grant on May 19, 2015.*
- 2. Owen Snyder and Marlies Ries attend GFOA Conference from May 31, 2015 to June 3, 2015 in Philadelphia, PA.*
- 3. Borough Manager Matt Candland to attend the U.S. Army War College National Security Seminar at the War College from June 1 – 4, 2015 in Carlisle, PA.*
- 4. Borough Manager Matt Candland to attend the Pennsylvania Municipal League 116th Annual Convention on June 23-25, 2015 in Allentown, PA.*

5. *Police Chief Margeson to attend the PA Chiefs of Police Conference from July 12-15, 2015 in Lancaster, PA.*
6. *Police Chief Margeson to attend the IACP Conference from October 24-27, 2015 in Chicago, IL.*

D. HARB:

The HARB recommends approval for the following item:

1. *A request by Dickinson College for a Certificate of Appropriateness at 159 West High Street. The applicant proposes to replace all of the 1/1 wood windows on the front façade with Norwood 500 Series, wood, 1/1 single hung windows and all the vinyl and wood windows in the rear with Graham Architectural metal, 1/1 single hung windows in the same dimension and profile as the existing windows.*
2. *A request by Dickinson College for a Certificate of Appropriateness at 163 West High Street. The applicant proposes to replace all of the 1/1 wood windows on the front façade with Norwood 500 Series, wood, 1/1 single hung windows and all the vinyl and wood windows in the rear with Graham Architectural metal, 1/1 single hung windows in the same dimension and profile as the existing windows.*
3. *A request by Dickinson College for a Certificate of Appropriateness at 165 West High Street. The applicant proposes to replace all of the 1/1 wood windows on the front façade with Norwood 500 Series, wood, 1/1 single hung windows and all the vinyl and wood windows in the rear with Graham Architectural metal, 1/1 single hung windows in the same dimension and profile as the existing windows.*
4. *A request by Dickinson College for a Certificate of Appropriateness at 169 West High Street. The applicant proposes to replace all of the 1/1 wood windows on the front façade with Norwood 500 Series, wood, 1/1 single hung windows and all the vinyl and wood windows in the rear with Graham Architectural metal, 1/1 single hung windows in the same dimension and profile as the existing windows.*
5. *A request by Dickinson College for a Certificate of Appropriateness at 155 West High Street. The applicant proposes to replace all of the 1/1 wood windows on the front façade with Norwood 500 Series, wood, 1/1 single hung windows and all the vinyl and wood windows in the rear with Graham Architectural metal, 1/1 single hung windows in the same dimension and profile as the existing windows. The curved bay windows on the 2nd floor front façade will not be replaced.*
6. *A request by Deborah Kennedy for a Certificate of Appropriateness at 28 West Louther Street. The applicant proposes to perform the following work:*
 - *Enclose the area that is currently a carport with similar brick in front and cementitious fiberboard in rear*
 - *Install a Pella, one lite wood door with a glass transom and a nine lite Pella wood window in front and a nine lite, Pella Architectural, aluminum clad wood window in the rear*
 - *Install a brick step in the front of building similar to the step to the east*

7. *A request by Tamzen's Bridal for a Certificate of Appropriateness at 11 South Hanover Street. The applicant proposes to install a six square foot projecting sign that will state "TAMZENS BRIDAL at Butler Manor" in black lettering with pink background. The sign will be attached with a wrought iron bracket to the front façade. They also propose to install an aluminum frame, black cherry, Sunbrella fabric awning that was similar to the awning at K Marie and Company.*
8. *A request by Richard Raudabaugh for a Certificate of Appropriateness at 39 West Pomfret Street. The applicant proposes to install two identical wood signs on the east and west porch fascia that will state "A Cut Above 218-8995" in yellow lettering with black background. A red, white and blue barber pole will also be on the sign.*

E. Parks and Recreation

1. *Council may accept a monetary donation in the amount of \$3,000 from the Carlisle United Methodist Church for use within the Parks and Recreation Department.*
2. *Council may accept a donation in the amount of \$5,634 from Bimbo Bakeries for the purchase of an AquaClimb wall at the Carlisle Community Pool.*
3. *Council may accept a donation in the amount of \$5,000 from the Carlisle Sunrise Rotary Club for the purchase of a new gazebo at Thornwald Park.*

F. Presidents Report

1. *Borough Manager Candland to be appointed as the Borough's voting delegate at the Pennsylvania Municipal League 116th Annual Convention on June 23-25, 2015.*

G. Public Safety

1. *Borough Council may approve a special events application from Hope Station for the Juneteenth March/Walk to be held on June 20, 2015 at 1:00 p.m. along the following route:*
 1. *Starting at 149 W. Penn Street/Hope Station, heading east.*
 2. *Turn left/north on N. Pitt Street to A Street.*
 3. *Turn left/west on A Street to N. West Street.*
 4. *Turn left/south on N. West Street to W. North Street.*
 5. *Turn left/east on W. North Street to N. Pitt Street.*
 6. *Turn left/north on N. Pitt Street to W. Penn Street.*
 7. *Turn left/west on W. Penn Street back to start.*

The promoter has already submitted a Certificate of Insurance naming the Borough of Carlisle as an additional insured. Hope Station would be responsible for 100% of the variable costs and 10% of the fixed costs of traffic control.

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

1. Cumberland Goodwill Recognition
2. Borough Council may approve a resolution for destruction of specific municipal records.

B. Mayor's Reports:

1. My Brother's Keeper Final Report

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

1. Borough Council may authorize the Borough Manager to hire Michael Baker Jr., Inc. to prepare an Engineer's Sealed Statements of Costs for roadway improvements included in the Carlisle Connectivity Project for an amount not to exceed \$11,400, pending approval by the Borough Solicitor.
2. Borough Council may authorize staff to submit a Transportation Investment Generating Economic Recovery (TIGER) Construction Grant in the amount of \$12,105,900.

Borough Council may commit up to \$8,070,600 as matching funds for \$12,105,900 TIGER Construction Grant for a combined project cost of \$20,176,500.

D. ERCP Committee:

1. Borough Council may appoint Mr. Drew McLaughlin to a one year term as Penn State Dickinson School of Law Student Ambassador to Borough Council.
2. Borough Council may appoint Mr. Dave Runkle to fill the vacant seat on the Pension Advisory Commission. The vacancy was created by the resignation of Kristin Zeigler. The term will expire March 2020.
3. Borough Council may appoint a candidate to a partial term on the Planning Commission which will start on May 15, 2015 and expire on February 28, 2017.
4. Borough Council may appoint a candidate to a first, four year term on the Planning Commission which will start on May 15, 2015 and expire on February 28, 2019.

E. Finance and Public Works Committee:

1. Borough Council may adopt a resolution to document a utility rate adjustment policy.
2. Borough Council may direct the Borough Solicitor to draft and advertise an ordinance amending the Borough's uniform pension plan document.

3. Borough Council may authorize the Borough Solicitor to draft and advertise an ordinance amending the Code of the Borough of Carlisle, with respect to Chapter 197, Sewers; and Chapter 251, Water; to specify when sewer and water tapping fees must be paid to the Borough.
4. Borough Council may enter into a Contract with RedZone Robotics, Inc. to perform a condition assessment of the Letort Sanitary Sewer Interceptor and tributary siphons as part of the 2015 Sewer System Rehabilitation Program.
5. Borough Council may adopt a resolution classifying \$150,000 as "Assigned Fund Balance" in the General Fund as of December 31, 2014.
6. Borough Council may adopt a resolution classifying \$390,000 as "Assigned Fund Balance" in the General Fund as of December 31, 2014.

Borough Council may consider restricting funds for future employee benefit expenditures in each fund as of December 31, 2014 as outlined below:

- Water Fund - \$105,000
 - Sewer Fund - \$150,000
 - Parking Fund - \$5,000
7. Borough Council may award the low bids received for various chemicals used at the water and wastewater plants to those bidders and in those amounts identified on pages 3 and 4 of the Chemical Bid Award PBS, with each award to be noted as being separately awarded in the minutes of this meeting. The annual contract runs from May 20, 2015 to May 20, 2016.
 8. Borough Council may reaffirm a contract with SAGE Technology Solutions for \$4,000 to pre-purchase the companies services at a 7% discount rate.
 9. Borough Council may approve Change Order # 1 for Doug Lamb Construction, Inc. to amend the scope of the 2015 Pedestrian Curb Ramp Rehabilitation Contract to include renovation and relocation of an existing stormwater inlet to avoid conflicts with a pedestrian curb ramp, in the amount of \$6,375, with no change in the contract time period.

F. Parks and Recreation Committee

1. Borough Council may approve Aquatic Facility Design, Inc. to complete engineered sealed drawings for a tile repair project at the Carlisle Community Pool.
2. Borough Council may adopt a resolution authorizing signature authority for application to the Department of Community & Economic Development's Greenways, Trails and Recreation Program. The grant will be used for stormwater and park design at Valley Meadows and Forbes Path.
3. Borough Council may adopt a resolution approving the sale of a .39 acre right-of-way on land at Shaffer Park to New Enterprise Stone & Lime Company who is acting as agent for the Pennsylvania Turnpike Commission. The land will be conveyed to the Pennsylvania Turnpike Commission.

Borough Council may authorize the Council President as signatory for the execution of the sale and closing documents of said property at a price of \$100,000.

Borough Council may amend the 2015 budget to include the revenue from the sale of a portion of Shaffer Park and authorize staff to place the \$100,000 in a special account to be used for future improvements to Shaffer Park.

4. Borough Council may hire Roost Architecture, Inc. for architectural services related to the renovations of Shaffer Cabin in an amount not to exceed \$14,500, subject to Solicitor approval.

G. Sustainability and Community Planning Committee

1. Borough Council may adopt a resolution that the Cumberland County 2014 Hazard Mitigation Plan is the official Hazard Mitigation Plan of the Borough of Carlisle.
2. Borough Council may adopt an ordinance to prohibit vending machines as accessory to a dwelling unit or units in a residential zoning district. *(roll call vote)*
3. Borough Council may approve the Annual Action Plan and Community Development Block Grant Program Budget for Fiscal Year 2015.
4. Borough Council may approve an ordinance amending the Code of the Borough of Carlisle, adopted by Ordinance 2032 and thereafter amended, with respect to Chapter 255, Zoning, to revise provisions of the UM Urban Mixed Use Zoning District and Article XXV relating to off-street parking and loading. *(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

May 2015

14	Public Hearing – Vending Machine Ordinance	6:30 p.m.
14	Public Hearing – Urban Mixed Use Ordinance	6:45 p.m.
14	Council Meeting	7:00 p.m.
20	Board of Appeals	5:00 p.m.
21	Planning Commission	5:30 p.m.
25	Borough Offices Closed for Memorial Day	
26	Finance & Public Works Committee	7:00 p.m.
27	Economic Development & Sustainability & Community Planning Committees	7:30 a.m.
27	Steve Bloom Town Hall Meeting	7:00 p.m.

June 2015

01	HARB	5:30 p.m.
03	Public Safety Committee	7:30 a.m.
04	Zoning Hearing Board	6:30 p.m.
04	Parks and Recreation Board	7:00 p.m.
11	Council Meeting	7:00 p.m.
17	Board of Appeals	5:00 p.m.
23	Finance & Public Works Committee	7:00 p.m.
24	Employee Relations & Citizen Participation Comm.	8:00 a.m.
25	Planning Commission	5:30 p.m.
29	HARB	5:30 p.m.