

Borough of Carlisle
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**BOROUGH OF CARLISLE
COUNCIL MEETING MINUTES
July 14, 2016**

Mayor Scott called the Council Meeting to order at 7:00 p.m. Councilor Shultz led the Moment of Silence and Pledge of Allegiance.

After a roll call by the Borough Secretary, the following members of Council were present: Bires, Flower-Webb, Guido, Heath, Shultz and Mayor Scott. Also present were: Borough Manager Matthew Candland, Police Lt. Latshaw, Public Works Director Malarich, Planning/Zoning/Codes Manager Koziar, Finance Director Butts, Park & Recreation Director Crouse, Fire Chief Snyder, Treatment Plants Director Selan, Human Resource Supervisor Hamilton, Solicitor Brennenman, Student Ambassador McLaughlin along with Borough Secretary Stone.

OPPORTUNITY FOR CITIZENS AND VISITORS TO BE HEARD

ROLL CALL

A. Mayor:

1. Borough Council approved by a vote of 6-0 to allow Council member Sean Crampsie to participate in the Council meeting by telephone due to physical absence because of family travel. (Scott/Shultz)

Councilor Crampsie joined the council meeting via the telephone.

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:

There was discussion regarding the proposal of drafting a Human Relations Commission ordinance. Councilor Shultz explained this item is on the agenda to give the Solicitor direction to create a draft ordinance to be discussed at the upcoming ERCP committee meeting.

Mr. Jim Ziffle of Lower Frankford Township stated the decision the Council will make on the Human Relations Commission ordinance will have consequences that will outreach the Borough limits. He asked how this ordinance protects a person's religious consciences. He feels this will invalidate a person's inalienable rights and asked Council not to move forward with this ordinance.

Ms. Angela Smith 126 South West Street, Carlisle Pennsylvania, is concerned with consensus regarding this ordinance. She recommended a structure of moderated public dialogue and revise the ordinance to reflect community concerns. She looks forward to continued public dialogue and unification.

Mr. Dave Glance, 805 Darmart Road, Carlisle, Pennsylvania, recommended Council not make this mistake that will create an emotional matter that could have unforeseen repercussions. He spoke against moving forward with this item.

Mr. Art Amundson, 1142 South Pitt Street, Carlisle, Pennsylvania, stated as a business owner in Carlisle, he does not see the need for this ordinance. He currently has a diverse clientele but feels as a business owner he should have the choice to do business with whom he chooses. He noted as a business owner more rules and regulations make it difficult to run a business and may create law suits. He is against advancing the ordinance.

Ms. Gail Patterson, 301 Shatto Drive, Carlisle, Pennsylvania, stated she is a Christian and feels the ordinance does not protect her rights as a Christian. She feels this ordinance will not allow her to practice her religious beliefs and may cause trouble for business owners because of their beliefs.

Mr. Jim Smith, Chapel Pointe, Carlisle, Pennsylvania, noted the US Constitution has been referred to but noted the Bible refers to LGBTQ as an abomination.

Ms. Genia House, urged council to consider the long term consequences in passing this ordinance. She asked Council to consider the protection of the majority.

Ms. Brad Wenger, 250 Torway Road, Gardners, Pennsylvania, asked that Council end the process of forwarding this ordinance. He stated there is a cast of doubt because there are not concrete issues that have warranted this ordinance. He noted this is a case of government over reaching. He quoted William Penn, "Men must obey God or they will be ruled by tyrants".

Mayor Scott, quoted Senator Cory Booker, "May we all do better leading with love, sympathy and understanding".

CONSENT AGENDA

Councilor Shultz made a motion, which was seconded by Councilor Heath to approve the Consent Agenda. Council approved the Consent Agenda by a 7-0 vote, consisting of the following items.

A. Minutes:

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B. Approval of Bills and Investment Transactions: Expenditures as of June 30, 2016:

<i>General Fund</i>	<i>\$ 1,017,855</i>
<i>Water Fund</i>	<i>\$ 190,267</i>
<i>Sewer Fund</i>	<i>\$ 317,824</i>
<i>Solid Waste Fund</i>	<i>\$ 47,879</i>
<i>Parking Fund</i>	<i>\$ 67,249</i>
<i>Highway Aid Fund</i>	<i>\$ 164,040</i>

C. Attendance Approvals:

- 1. Borough Manager Matthew Candland to attend the ICMA Annual Conference on September 23-28, 2016 in Kansas City MO.*

D. Economic Development:

1. *Borough Council approved a letter of support for a Multimodal Transportation Fund grant request from the Carlisle Airport to DCED to fund improvements at the airport.*

E. ERCP:

1. *Borough Council accepted the resignation of Lorin Snyder's from the LeTort Regional Authority.*

F. HARB:

Council approved the following requests for certificates of appropriateness:

1. *A request by Katie Schweighofer for a Certificate of Appropriateness at 110 South Bedford Street. The applicant proposes to install a wrought iron low garden fence not higher than 30" around the tree in the front of her house.*
2. *A request by Biddle & Nash for a Certificate of Appropriateness at 204 South West Street. The applicant proposes to install a 6' high privacy fence constructed of cedar at the same location of the old fence being removed.*
3. *A request by Carlisle Bakery Enterprises for a Certificate of Appropriateness at 216 North Hanover Street. The applicant proposes the following:*
 - *Power wash the front of the building with 100 PSI or less pressure*
 - *Reglaze windows*
 - *Repoint brick mortar joints using type N mortar*
 - *Patch or replace rotted wood with similar wood*
 - *Replace wood trim pieces that are missing around the windows with identical wood trim*

G. Parks & Recreation:

1. *Council entered into an Adopt-A-Park agreement with the Carlisle Young Professionals for the adoption of Valley Meadow Park.*

H. Public Safety:

1. *Borough Council approved several special events/street closures requested by Dickinson College as outlined below:*

- | | |
|------------------|--------------------------------------------------------------------|
| <i>A. Event:</i> | <i>First Year Student Orientation Move in</i> |
| <i>Date:</i> | <i>August 21, 2016</i> |
| <i>Time:</i> | <i>7:00 a.m. – 3:00 p.m.</i> |
| <i>Location:</i> | <i>Cherry Street between W. High Street and W. Louther Street</i> |
| <i>B. Event:</i> | <i>First Year Pre-orientation Move in Day</i> |
| <i>Date:</i> | <i>August 24, 2016</i> |
| <i>Time:</i> | <i>7:00 a.m. – 3:00 p.m.</i> |
| <i>Location:</i> | <i>Cherry Street between W. High Street and W. Louther Street</i> |
| <i>C. Event:</i> | <i>Homecoming</i> |
| <i>Date:</i> | <i>October 29, 2016</i> |
| <i>Time:</i> | <i>11:00 a.m. – 2:00 p.m.</i> |
| <i>Location:</i> | <i>Belvedere Street between W. High Street and W. South Street</i> |

Dickinson College would be responsible for 100% of the variable costs and 10% of the fixed costs incurred by the Borough, and be required to submit a Certification of Insurance naming the Borough of Carlisle as an additional insured for these events.

REGULAR AGENDA

TABLED, CONTINUED, AND RECURRING ITEMS

REPORTS FROM ELECTED OFFICIAL

A. Mayor's Reports:

REPORTS FROM COMMITTEES

B. Budget & Finance:

1. Borough Council by a roll call vote of 7-0 adopted an ordinance authorizing the refunding of series 2011 bonds in an amount not to exceed \$7,112,000. (Heath/Crampsie)

C. Economic Development:

1. Borough Council by a vote of 7-0 approved a shopsteading loan and authorized the Mayor to execute the appropriate loan documents to provide \$35,000 in 2013 CDBG funds to Lana M. West, Mummert Chocolates—a chocolate production and retail shop to be located at 21 W. Pomfret Street. Borough CDBG financing would be used to purchase equipment, fixtures, furnishings, signage, inventory and supplies and provide working capital.

This loan will reflect a 25-year amortization, two-percent interest rate, with a balloon payment after seven years. The loan collateral would be a second lien position, mortgage, on real estate Ms. West and husband Stephen B. West, OD, own, West Property Management, LLC, at 555 Gettysburg Pike, Suites C200-202, in, Mechanicsburg PA, 17055 (Lower Allen Twp.). (Flower/Heath)

Ms. Rebecca Yearick of the Redevelopment Authority provided an overview of the shopsteading loan and background of Mummert Chocolates.

D. Budget & Finance:

1. Borough Council by a vote of 7-0 approved a capital improvement plan. (Heath/Flower)
2. Borough Council by a vote of 7-0 adopted a resolution authorizing reimbursement for an amount not to exceed \$2 million advance funding for the completion of design work for TIF Plan transportation-related projects. (Heath/Flower)

E. Community Planning & Smart Growth Committee:

1. Borough Council by a vote of 7-0 approved granting of waivers for the filing of a Preliminary Land Development Plan for Broad Reach Retail & Chick-fil-A (C-2 Shopping Center/Mixed Use zoning district). (Shultz/Flower)
2. Borough Council by a vote of 7-0 approved a Final Land Development Plan submitted by FSA, Inc. for Broad Reach Retail & Chick-fil-A (C-2 Shopping Center/Mixed Use zoning district). (Shultz/Flower)

F. Economic Development:

1. Borough Council by a vote of 7-0 approved a resolution granting staff permission to apply for a Commonwealth of PA Multi-Modal grant from the PA Department of Community &

Economic Development in the amount of \$3,000,000 for the Carlisle Connectivity Project. (Flower/Heath)

Borough Council by a vote of 7-0 approved \$2,881,000 as local match. (Flower/Heath)

2. Borough Council by a vote of 7-0 approved a Professional Services Agreement with Century Engineering to provide on-call services to assist with securing the rights-of-way needed for construction of the road improvements related to the Carlisle Urban Redevelopment Plan, contingent upon Tax Increment Financing approval by the Carlisle Area School District and Borough Solicitor approval of the agreement. (Flower/Heath)
3. Borough Council by a vote of 7-0 approved an Engineering Services Contract with Michael Baker International, Inc. to complete final design documents for road improvements related to the Carlisle Urban Redevelopment Plan for a total lump sum fee of \$1,091,468, contingent upon Tax Increment Financing approval by the Carlisle Area School District. (Flower/Heath)

G. ERCP:

1. Borough Council by a vote of 7-0 appointed Ms. Debbie Jussel to a full term on the Carlisle Borough Historical Architectural Review Board (HARB). This term will become effective July 14, 2016 and shall expire December 31, 2019. (Shultz/Crampsie)
2. Borough Council by a vote of 7-0 appointed t a Mr. Stephen Hughes to a first full term on the Parks and Recreation Board. This term will become effective July14, 2016 and shall expire on June 30, 2020. (Shultz/Crampsie)
3. Borough Council by a vote of 7-0 appointed Mr. John Sacrison to a partial term on the Carlisle Borough Civil Service Commission. This term will become effective July 14, 2016 and shall expire on July 31, 2017. (Shultz/Crampsie)
4. Borough Council by a vote of 7-0 appointed Mr. Alan Howe to a partial term on the LeTort Regional Authority. This term will become effective July 14, 2016 and shall expire on December 31, 2018. (Shultz/Crampsie)
5. Borough Council by a vote of 7-0 adopted a resolution establishing procedures for meaningful public input at meetings of Council and Committees of Council. (Shultz/Crampsie)

Ms. Jane Rigler, 127 South College Street, Carlisle, Pennsylvania requested to have the resolution read. The resolution was read by Deputy Mayor Shultz. Solicitor Brenneman noted the resolution only changes two changes procedures in regard to the present procedural process. Ms Rigler commended Council on their business procedures.

6. Borough Council by a vote of 7-0 authorized the Borough Solicitor to draft and advertise an ordinance to establish a Code of Accountability, Conduct and Ethics for all elected and appointed Borough officers, employees, board members and volunteers. (Shultz/Crampsie)
7. Borough Council by a vote of 7-0 authorized the Borough Solicitor to draft and advertise an ordinance to appoint the Finance Director as the collector of all taxes previously collected by the elected tax collector. (Shultz/Crampsie)
8. Borough Council by a vote of 5-2 to ratify the Solicitor's review of a Human Relation Commission draft ordinance for the purpose of recommending the establishment of such a

commission in the Borough of Carlisle. The draft ordinance will be presented to the public at the July 28, 2016 ERCP meeting. (Shultz/Crampsie)

Councilor Heath expressed his concern about the phrase “compressed time line” that has been used and noted he will not vote in favor of the moving forward with the ordinance.

Deputy Mayor Shultz provided the following anticipated time line: Special ERCP Committee meeting on July 28, 2016 and possibly additional public meetings; a draft of the ordinance will be made available to public; possibility of holding additional ERCP Committee meetings; at the earliest a formal adoption could be possible at the October or November Council meeting.

Councilor Bires noted she will be voting against moving forward with the ordinance.

Councilor Guido commented her preference would have been to have public comment on the proposed ordinance before it was sent to the Solicitor, but now Council must move forward in hearing the public and revise the ordinance.

Councilor Crampsie encouraged citizens to voice their opinion at the July 28th, ERCP meeting and recommended having the Solicitor update with recommended changes the ordinance for the meeting.

H. Parks and Recreation Committee:

1. Borough Council by a vote of 7-0 reaffirmed a contract in the amount of \$7,760 to Hefflefinger Home Improvements Plus to repair and replace the ceiling in Multi-purpose Room 5 at the Stuart Community Center. (Bires/Scott)

I. Public Safety Committee:

1. Borough Council by a roll call vote of 7-0 approved an ordinance amending the Code of the Borough of Carlisle, with respect to Chapter 244, Vehicles and Traffic, to prohibit the parking of vehicles at all times at certain locations on Shearer Drive. (Scott/Guido)
2. Borough Council by a vote of 7-0 approved a policy concerning the use of helmet mounted cameras for the Carlisle Fire Department. (Scott/Guido)
3. Borough Council by a vote of 7-0 authorized the Borough Solicitor to draft and advertise an ordinance to allow the Carlisle Area School District to perform school crossing guard functions within the Borough. (Scott/Guido)

J. Public Works Committee:

1. Borough Council by a vote of 7-0 authorized the Mayor to sign the Pennsylvania Department of Environmental Protection Sewage Facilities Planning Module Exemption Form for a future connection to the Borough's sanitary sewer system from the proposed Carlisle United Methodist Church Development to be located in portions of the Borough and South Middleton Township.(Guido/Bires)
2. Borough Council by a vote of 7-0 approved the purchase of a diesel powered generator for \$32,710 through the Commonwealth of Pennsylvania's cooperative purchasing program (COSTARS) program to provide emergency backup power to Borough Hall. (Guido/Bires)

3. Borough Council by a vote of 7-0 approved entering into a contract in the amount of \$19,400 with DeRock Electric Company for electrical work and a contract with Chazz' Home Improvement in the amount of \$2,800 for wall modifications to Borough Hall needed for installation of an emergency generator. (Guido/Bires)
4. Borough Council by a vote of 7-0 approved entering into a contract in the amount not to exceed \$21,000 with Hunters Masonry for masonry repairs to a portion of the stone wall at the Molly Pitcher Cemetery. (Guido/Bires)
5. Borough Council by a vote of 7-0 authorized execution of an easement agreement with the owners of 732 W. South Street granting the Borough a stormwater easement over a portion of 732 W. South Street adjacent to McDonald Avenue. (Guido/Bires)
6. Borough Council by a vote of 7-0 approved the execution of a Traffic Signal Construction and Maintenance Agreement with Goodman Carlisle LLC for the upgrade and maintenance of the traffic signal at the intersection of Allen Road, Logistics Drive, and Goodman Drive needed in conjunction with the construction of Goodman Drive for the Goodman Bircher Land Development, conditioned upon review and approval of the Borough Solicitor. (Guido/Bires)

NEW BUSINESS

No new business.

REPORTS FROM COUNCIL MEMBERS & STAFF

Student Ambassador McLaughlin commended Council for moving forward with the HRC ordinance.

Councilor Bires attended the following Carlisle events; Juneteenth, Carlisle Barrack Ribbon Cutting Ceremony and the Summerfair activities.

Councilor Guido acknowledged the Waste Water Treatment Plant Supervisor Jeff Shearer for receiving "2016 Operator of the Year Award" in the large plants category. She noted that several of our firefighters have received "Fire Fighter One" awards. Councilor Guido applauded the Carlisle Police for their successful efforts in arresting local drug dealers.

Councilor Heath requested congratulation be passed on to Jeff Shearer for receiving the "2016 Operator of the Year Award". He asked that Interim Chief Latshaw pass along to the Carlisle Police Officers, the Borough's appreciation for their community policing and positive engagement with the young citizens in the Borough. Councilor Heath expressed his continuing thoughts regarding health concerns of a community icon, Jim Washington.

Mayor Council noted he will be in contact with the US Department of Transportation Secretary Fox to discuss the possibility of receiving monies from the TIGER Grant. He mentioned the PIRHL developers received tax credits and will now move forward with their project at the Tire & Wheel site.

Councilor Crampsie thanked Council for letting him attend the meeting via the telephone. He commended the police department for the great things they are doing.

Solicitor Brenneman noted when an agenda item states "subject to Solicitors review"; he has already reviewed the item in order to not delay Borough business.

Interim Police Chief Latshaw noted the police and Drug Task Force have recently made ten arrests of persons selling heroin. The police department is now carrying Naloxon in the event of a drug overdose. He noted Detective Freedman and Officer Kurtz are making headway on the recent shooting in Carlisle.

Parks and Recreation Director Crouse noted at the August, Parks & Recreation Board meeting Pickle Ball court renovations will be discussed.

Council will hold an executive session following the Council meeting and will not reconvene.

ADJOURNMENT

There being no further business or public comment, the meeting adjourned at 8:50 p.m.

Signature on file in Borough Manager's Office

Timothy A. Scott, Mayor

Signature on file in Borough Manager's Office

Joyce E. Stone
Borough Secretary