

**BOROUGH OF CARLISLE
COUNCIL MEETING**

**August 11, 2016
7:00 PM**

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

ROLL CALL

OPPORTUNITY FOR CITIZENS AND VISITORS TO BE HEARD

A. Citizens and Visitors Who Have Been Scheduled To Be Heard

- 1. Mr. Chuck Mummert, President of PSAB
- 2. Mr. Joey Rand

B. All Other Citizens and Visitors: Citizens who would like to address Council, can do so at this time.

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:

Council Meeting 07/14/2016

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

<i>General Fund</i>	<i>\$ 1,213,106</i>
<i>Water Fund</i>	<i>\$ 482,712</i>
<i>Sewer Fund</i>	<i>\$ 671,296</i>
<i>Solid Waste Fund</i>	<i>\$ 114,034</i>
<i>Parking Fund</i>	<i>\$ 31,265</i>
<i>Highway Aid Fund</i>	<i>\$ 111,177</i>

C. HARB:

The HARB recommends approval for the following items:

- 1. *A request by James & Rhonda Huntz for a Certificate of Appropriateness at 28 East Pomfret Street. The applicant proposes to replace the existing metal, standing seam roof with the same profile metal, standing seam roof.*
- 2. *A request by Mummert Chocolates for a Certificate of Appropriateness at 21 West Pomfret Street. The applicant proposes to install projecting and wall signs on the front façade. The*

projecting sign will be four square feet, ½” thick and be made of Komacel exterior PVC signboard. The wall sign will be nine square feet and made of the same material. Both signs will state M Mummert Chocolates in white lettering with black background.

- 3. A request by First Presbyterian Church for a Certificate of Appropriateness at 2A North Hanover Street. The applicant proposes to modify the existing railing along West High Street with new steel rails to increase the height and limit the opening size. Additionally, 2” by 2” steel mesh panels will be added to each segment to limit the opening sizes. They would also like to rout and clean the mortar joints of the brick chimney and tuck point with type N mortar.*
- 4. A request by Caprice Properties for a Certificate of Appropriateness at 127 West High Street. The applicant proposes to replace two boarded up dormer window openings on the front façade with Pella Architectural Series Arched single hung wood windows with aluminum clad exterior. They will be 2/2 divided lite windows.*
- 5. A request by Scott & Pam Martin for a Certificate of Appropriateness at 144 West Church Avenue. The applicant proposes to replace the rolled roofing on the three car garage with corrugated metal roofing. A new half round gutter will also be installed.*
- 6. A request by Stacy Snyder for a Certificate of Appropriateness at 17 East South Street. The applicant proposes to remove the vinyl siding on the rear addition and replace with 4” double Dutch lap vinyl siding.*

D. Public Safety:

- 1. Borough Council may authorize the annual Halloween Parade sponsored by the Carlisle Parks and Recreation Department scheduled for October 17, 2016 from 6:00 p.m.-8:30 p.m. including staging time. Staging area will be E. North Street between Spring Garden Street and Hanover Street. Hanover Street would be closed from Penn Street to Willow Street. Approval is contingent upon Penn DOT’s approval of said street closure.*
- 2. Borough Council may approve the temporary closure of several Borough streets to facilitate the Carlisle Family YMCA annual Turkey Trot 5K Road Race to be held November 24, 2016, Thanksgiving Day from 8:00 a.m. to 12 Noon. The street closures include South West Street from Walnut Street to South Street and West South Street from South West Street to Orange Street. The YMCA would be responsible for 100% of the variable costs, 10% of the fixed costs of traffic control.*
- 3. Borough Council may approve a Special Events Application/street closure for First Night Carlisle from 4:00 p.m., December 31, 2016 to 12:30 a.m., January 1, 2017 to close W. High Street from Hanover Street to College Street, the first blocks of North and South Pitt Streets and the first blocks of North and South West Streets. First Night Carlisle would be responsible for 100% of the variable costs and 10% of the fixed costs incurred by the Borough.*
- 4. Borough Council may approve a Special Events Application from the Carlisle Theater, requesting 10 reserved parking spaces. The reserved spaces will be located in front of the theater on Hanover Street. This request is for a two concert events on September 22, and November 5, 2016. (no PBS)*

REGULAR AGENDA**TABLED, CONTINUED, AND RECURRING ITEMS****REPORTS FROM ELECTED OFFICIAL****A. Mayor's Reports:****REPORTS FROM COMMITTEES****B. Budget & Finance:**

1. Borough Council may authorize staff to advertise for a public hearing to be held on Tuesday, September 20, 2016 regarding the approval of a Tax Increment Financing ("TIF") Plan and the establishment of a TIF District; authorize the solicitor to draft or review an ordinance approving a TIF Plan and establishing a TIF District; and authorize staff to advertise such ordinance in accordance with the Borough's advertising requirements.
2. Borough Council may approve a contract for interim accounting services with Rager, Lehman & Hauck, PC, ("RLH") Hanover, PA.

C. Community Planning & Smart Growth Committee:

1. Borough Council may approve an agreement between the Redevelopment Authority of the County of Cumberland [the Authority] and the Borough of Carlisle [Borough] to permit the Authority to administer and execute the Borough's Fiscal Year 2016 Community Development Block Grant (CDBG) Program in accordance with all applicable local, state and federal laws, rules and regulations.
2. Borough Council may approve the granting of a waiver of the Preliminary Plan submission requirement for CenterPoint Engineering, on behalf of Dickinson College at 448 West High Street (Ins-Institutional zoning district).

Borough Council may recommend approval of a Final Subdivision & Land Development Plan submitted by CenterPoint Engineering, on behalf of Dickinson College at 448 West High Street (Ins-Institutional zoning district), subject to conditions. A lot consolidation is also planned combining seven tax parcels owned by Dickinson College into one tract of land.

3. Borough Council may approve the granting of a waiver of the Preliminary Plan submission requirement at the west side of Meeting House Heights Road and Armstrong Road (R-1 Low Density Residential District) submitted by FSA, Inc. on behalf of Ken & Priscilla Laws.

Borough Council may recommend approval of a Final Subdivision Plan at the west side of Meeting House Heights Road and Armstrong Road (R-1 Low Density Residential District) submitted by FSA, Inc. on behalf of Ken & Priscilla Laws.

4. Borough Council may approve the granting of a waiver of the Preliminary Plan submission requirement for Dawood Engineering on behalf of Jeffrey Smith at 481 South Spring Garden Street (R-2 Medium Density Residential District).

Borough Council may recommend approval of a Final Subdivision Plan submitted by Dawood Engineering on behalf of Jeffrey Smith at 481 South Spring Garden Street (R-2 Medium Density Residential District).

D. ERCP

1. Borough Council may adopt an ordinance to establish a Code of Accountability, Conduct and Ethics for all elected and appointed Borough officers, employees, board members and volunteers. *(roll call vote)*
2. Borough Council may adopt an ordinance to appoint the Finance Director as the collector of all taxes previously collected by the elected tax collector. *(roll call vote)*

E. Parks and Recreation Committee:

1. Borough Council may award the bid for a three-year contract in an amount not to exceed \$72,210 per year for lawn maintenance services for borough sites to the low bidder, R&R Landscape, Lawncare & Irrigation.
2. Borough Council may award the bid for the pool slide restoration at the Carlisle Community Pool to SlideCare, LLC at a price of \$22,703.
3. Borough Council may accept a grant in the amount of \$5,616 from the Alliance for the Chesapeake Bay's "Trees for Tomorrow" grant program. Funds will be used to purchase and install street trees.
4. Borough Council may recommend award of the West End Trail Connection Project to Kinsley Construction, Inc., subject to PennDOT approval.

Upon approval of the award by PennDOT, Borough Council may enter into a contract with Kinsley Construction, Inc. for construction of the project subject to review and approval of the Solicitor.

F. Public Safety Committee:

1. Borough Council may adopt an ordinance to allow the Carlisle Area School District to perform school crossing guard functions within the Borough. *(roll call vote)*
2. Borough Council may approve the Carlisle Holiday Parade sponsored by the DCA scheduled for December 2, 2016 from 6:00 – 7:30 p.m. including staging time (4-7 p.m.). Staging area will be E. North Street between Spring Garden Street and Hanover Street. Hanover Street would be closed from Penn Street to Willow Street. The same route will be used as in the annual Halloween Parade.

G. Public Works Committee:

1. Borough Council may approve a professional services agreement with BL Companies, Inc. to prepare a soil management plan and provide environmental oversight of Borough excavations on the IAC property for the 2016 Sanitary Sewer System Rehabilitation Project for a not to exceed cost of \$8,500.
2. Borough Council may authorize execution by the Borough Manager of right-of-entry agreements with the owners of property on which the Borough has sanitary sewer or storm sewer facilities requiring repairs as part of the 2016 Sanitary Sewer System Rehabilitation Project.

3. Borough Council may authorize its solicitor to draft and advertise an ordinance providing for the execution of sewer easement agreements with the owners of property on which the Borough has sanitary sewer or storm sewer facilities requiring repairs as part of the 2016 Sanitary Sewer System Rehabilitation Project.
4. Borough Council may adopt 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. *(roll call vote)*
5. Borough Council may approve Compensating Change Order No.1 to adjust the estimated quantities included in the contract bid to equal the actual quantity of work completed on the 2016 Pedestrian Curb Ramp Rehabilitation unit price contract, increasing the total price to \$261,847.00.
6. Borough Council may rescind the action from its July 14, 2016 meeting for award of a contract for wall modifications to Borough Hall to Chazz Home Improvement in the amount of \$2,800.

Borough Council may award a contract for wall modifications to Borough Hall needed for installation of an emergency generator to Hefflefinger Home Improvement in the amount of \$2,750.

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

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

11	Budget & Finance Committee	6:00 p.m.
11	Borough Council	7:00 p.m.
17	Board of Appeals	5:00 p.m.
23	Pension Advisory Board	5:30 p.m.
23	Public Works Committee	7:00 p.m.
24	ERCP	8:00 a.m.
24	Blood Drive at Borough Hall	10:30 a.m.-1:30 p.m.
25	Planning Commission	5:30 p.m.
29	HARB	5:30 p.m.

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

01	Zoning Hearing Board	6:30 p.m.
01	Parks & Recreation Board, Stuart Community Cnt.	7:00 p.m.
07	Public Safety Committee, Police Station, 240 Lincoln St.	7:30 a.m.
08	Borough Council	7:00 p.m.
21	Board of Appeals	5:00 p.m.
22	Planning Commission	5:30 p.m.
27	Public Works Committee	7:00 p.m.
28	Community Planning & Smart Growth Committee	8:00 a.m.
28	Economic Development Committee	8:00 a.m.