

**BOROUGH OF CARLISLE  
COUNCIL MEETING**

**September 8, 2016  
7:00 PM**

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

**ROLL CALL**

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

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

- 1. Ms. Virginia Mauk with DCA
- 2. 2015 Historic Preservation Awards

**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 08/11/2016*

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

<i>General Fund</i>	<i>\$ 768,932</i>
<i>Water Fund</i>	<i>\$ 203,585</i>
<i>Sewer Fund</i>	<i>\$ 604,339</i>
<i>Solid Waste Fund</i>	<i>\$ 34,363</i>
<i>Parking Fund</i>	<i>\$ 11,452</i>
<i>Highway Aid Fund</i>	<i>\$ 3,370</i>

**C. Attendance Approvals:**

- 1. *Mayor Scott to attend the National League of Cities on November 16-19, 2016 in Pittsburgh, Pennsylvania.*

**D. HARB:**

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

- 1. *A request by St. John’s Episcopal church for a Certificate of Appropriateness at 1A North Hanover Street. The applicant proposes to restore the CMU wall that was damaged as a result of a car accident. The exterior stucco on both the Hanover Street side and the High*

- Street side will be repaired/replaced to match the existing stucco on the remainder of the building.*
2. *A request by Megan Kuntz for a Certificate of Appropriateness at 149 South West Street. The applicant proposes to replace the five, 2/2, double hung wood windows on the front façade with 2/2 Jeld-Wen w-2500 double hung wood windows.*
  3. *A request by Hope Gregor for a Certificate of Appropriateness at 55 East South Street. The applicant proposes to take down the three chimneys, clean the brick and relay with appropriate mortar.*
  4. *A request by Madelyn Campbell for a Certificate of Appropriateness at 61 East Pomfret Street. The applicant proposes to replace the wooden four panel front door with a two or four panel smooth fiberglass door.*
  5. *A request by Eric and Kathleen Storms for a Certificate of Appropriateness at 133 South Hanover Street. The applicant proposes the following improvements:*
    - *The concrete slab between the main house and the warehouse will be restored using forming and pouring a 4" slab over the existing slab*
    - *The opening between the main house and the warehouse with a traditional 6' or 7' wrought iron fence and a 36" gate*
    - *The boundary between 135 and 139 South Hanover Street will be fenced with a 7' or 8' wooden fence*
    - *The main house and warehouse will be repointed using appropriate mortar*
    - *The wood sash on one window will be restored by Coyle Lumber*
    - *The warehouse's courthouse door frame will be restored*
  6. *A request by Jason Stutenroth for a Certificate of Appropriateness at 157/159 East South Street. The applicant proposes the following:*
    - *Install Hardi Board siding over the existing plywood on the exterior walls on the front facade*
    - *Install 2/2, double hung wood windows on the front facade the same profile as the windows removed*
    - *Install two (¾ lite with two windows) wooden doors to replace the existing wooden doors on the front façade*
  7. *A request by Dave Hamilton for a Certificate of Appropriateness at 19 North Hanover Street. The applicant proposes to convert the side picture window into a metal garage door for the access to the brewery. Also, a 35 SF wood wall sign will be placed on the front façade that will state "BURD'S NEST BREWING COMPANY EST – 2013". The sign will be located in the signboard area and be brown with silver metal lettering.*

**E. Mayors Report:**

1. *Borough Manager Candland or Assistant Borough Manager Armstrong to be appointed as the Borough's voting delegate at the Pennsylvania Municipal League, 117<sup>th</sup> Annual Convention on October 4-6, 2016. It will be determined later, which of the two will be attending the convention.*

**F. Public Safety:**

1. *Borough Council may authorize the closure of the 1300 block of N. Pitt Street from September 27, 2016 – October 1, 2016 between the hours of 7:00 a.m. -10:00 p.m. daily to*

*facilitate the drop off and pick up of vehicles for Carlisle Events Auto Auction at the Carlisle Expo Center.*

*Carlisle Events would be responsible for 100% of the variable costs and 10% of the fixed costs incurred by the Borough and be required to provide a Certificate of Insurance naming the Borough of Carlisle as an additional insured*

**REGULAR AGENDA****TABLED, CONTINUED, AND RECURRING ITEMS**

On August 11, 2016, Council tabled the agenda item proposing an ordinance to establish a code of accountability and ethics.

**REPORTS FROM ELECTED OFFICIAL****A. Mayor's Reports:****B. Budget & Finance:**

1. Borough Council may award the unit price Concrete Curb, Sidewalk, and Excavation Contract to Danny Raudabaugh for a not to exceed price of \$15,000 for the E. Louther Street South Parking Lot Resurfacing Project.
2. Borough Council may consider awarding a contract to the low bidder, Kinsley Construction for the E. Louther Street South Parking Lot Resurfacing (Milling and Paving) project at a cost of \$47,800.80.
3. Borough Council may approve the 2017 Minimum Municipal Obligation (MMO) budgets in the amount of \$540,173 using the 2016 actuarial study in order to fund the police, non-uniformed employees, and 401(a) pension plans for 2017 as required by Act 205 of the Commonwealth of Pennsylvania.

**C. Community Planning & Smart Growth Committee:**

1. Borough Council may approve the granting of a waiver of the Preliminary Plan submission requirement for Madden Engineering on behalf of the CASD at 623 W. Penn Street (Ins-Institutional zoning district) for the purpose of constructing a weight room and locker rooms.

Borough Council may recommend approval of a Final Land Development Plan submitted by Madden Engineering on behalf of the CASD at 623 W. Penn Street (Ins-Institutional zoning district) for the purpose of constructing a weight room and locker rooms.

2. Borough Council may approve the granting of a waiver of the Preliminary Plan submission requirement for All Land, LLC, on behalf of Nathan & Allyson Horne at 263 F Street (R-2 Medium Density Residential District).

Borough Council may recommend approval of a Final Subdivision Plan submitted by All Land, LLC, on behalf of Nathan & Allyson Horne at 263 F Street (R-2 Medium Density Residential District).

**D. Economic Development Committee:**

1. Borough Council may accept and approve for submission the Consolidated Annual Performance and Evaluation Report (CAPER) for the period covering July 1, 2015 through June 30, 2016.

**E. ERCP**

1. Borough Council may appoint Mr. Eveyon Davis to fill the student liaison position on the Carlisle Borough Parks and Recreation Board. His term will become effective immediately and shall expire June 30, 2018.
2. Borough Council may appoint Ms. Jacqueline Joyce to a one year term as Dickinson College Student Ambassador to Borough Council.
3. Borough Council may appoint Mr. Drew McLaughlin to a one year term as Penn State Dickinson School of Law Student Ambassador to Borough Council.

**F. Parks and Recreation Committee:**

1. Borough Council may award a contract in the amount of \$14,540 to Mark Ludt Building Inc. for the installation of fiber cement siding at Shaffer Cabin.

Borough Council may award a contract in the amount of \$4,860 to Mark Ludt Building Inc. for materials and installation of sheathing at Shaffer Cabin.

**G. Public Safety Committee:**

1. Borough Council may adopt a resolution designating the Director of Finance as the Borough's authorized agent to execute all required forms and documents for the purpose of obtaining financial assistance from FEMA/PEMA in conjunction with snow removal expenses incurred during Snowstorm Jonas.
2. Council may approve the selling of the 2004 KME Fire Engine, VIN No. 1K9AF42894NO58766, for \$75,000.00

**H. Public Works Committee:**

1. Borough Council may adopt 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 (*roll call vote*).
2. Borough Council may approve Change Order No.1 to the 2016 Sanitary Sewer Rehabilitation Contract to address water main break repair assistance provided by HRI, Inc., increasing the total contract price by \$22,411.55

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

08	Borough Council	7:00 p.m.
20	Public Hearing for the TIF	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	6:00 p.m.
28	Economic Development Committee	6:00 p.m..

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

03	HARB	5:30 p.m.
05	Public Safety Committee, Police Station, 240 Lincoln St.	7:30 a.m.
06	Zoning Hearing Board	6:30 p.m.
06	Parks & Recreation Board, Stuart Community Cnt.	7:00 p.m.
13	Borough Council	7:00 p.m.
18	Sewer Authority (54 North Middlesex Road, Carlisle)	3:00 p.m.
19	Water Authority (165 Longs Gap Road, Carlisle)	4:00 p.m.
19	Board of Appeals	5:00 p.m.
25	Budget & Finance Committee	6:00 p.m.
25	Public Works Committee	7:00 p.m.
26	ERCP	6:00 p.m.
27	Planning Commission	5:30 p.m.
31	HARB	5:30 p.m.