

**BOROUGH OF CARLISLE
COUNCIL MEETING**

**October 13, 2016
7:00 PM**

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

ROLL CALL

OPPORTUNITY FOR CITIZENS AND VISITORS TO BE HEARD

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

- 1. Mr. Matt Kunkle – Memorial to War Veterans Eagle Scout Project
- 2. PIRHL Presentation

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:

- Public Hearing CDGB Minutes 09/08/2016*
- Public Hearing TIF Minutes 09/08/2016*
- Council Meeting 09/08/2016*
- Special Council Meeting Minutes 09/20/2016*

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

<i>General Fund</i>	<i>\$ 1,297,853</i>
<i>Water Fund</i>	<i>\$ 429,057</i>
<i>Sewer Fund</i>	<i>\$ 1,086,567</i>
<i>Solid Waste Fund</i>	<i>\$ 73,549</i>
<i>Parking Fund</i>	<i>\$ 97,997</i>
<i>Fort LeTort Fund</i>	<i>\$ 3,700</i>

C. Attendance Approvals:

- 1. *Assistant Borough Manager Armstrong attended the Pennsylvania Municipal League Annual Summit on October 5 & 6, 2016 in Lancaster Pennsylvania.*

D. HARB:

The HARB recommends approval for the following items:

1. *A request by Allen Fleming for a Certificate of Appropriateness at 36 South Pitt Street. The applicant proposes to replace the existing round downspouts and half round gutters with new round downspouts and new half round gutters.*
2. *A request by Donna Williams for a Certificate of Appropriateness at 249 South Pitt Street. The applicant proposes the following:*
 1. *Replace the existing front door mail slot with a period appropriate 3 11/16" by 13 7/16" that states "Letters", the same as the existing mail slot.*
 2. *Repair the rear porch to remove the deteriorated wood materials and replace with wood to match the original in materials and appearance.*
3. *A request by William Duncan for a Certificate of Appropriateness at 1 Irvine Rowe. The applicant proposes to install a 22" by 12" wooden wall sign on the front façade that will state "Boyer & Ritter CPA & Consultants". The sign will be white with blue and green lettering.*
4. *A request by the Cumberland County Historical Society for a Certificate of Appropriateness at 33 West High Street. The applicant proposes to remove a portion of the rear brick veneer gable wall down to the soffit line and install cement board siding in its place. Azek rake trim will be installed and a metal bracket will be installed to stabilize the gable end in the attic space. The remaining brick on the south façade will be repointed as needed with type N mortar.*

F. Public Safety:

1. *Borough Council may approve a Special Events Application and street closure request from the Employment Skills Center to conduct the Downtown Mile Race/Walk as a fundraiser. The event shall be held May 18, 2017 on W. High Street between the Square and slightly west of Orange Street from 6:00 p.m. – 8:30 p.m. and shall require the complete closure of that section of roadway, with the applicant reimbursing the Borough one hundred percent (100%) of the variable costs and ten percent (10%) of the fixed costs. Approval is contingent upon the applicant providing a valid Certificate of Insurance naming the Borough as an additional insured; obtaining PennDOT approval; and, providing adequate notification to those residences impacted by said closure.*

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

1. Extra Mile Proclamation

B. Budget & Finance:

1. Borough Council may adopt an ordinance to create the Carlisle Auto Industries, Inc. Tax Increment District and a project plan for such District and set forth related matters. *Roll Call Vote*
2. Borough Council may award the Hardscaping and Landscaping Contract to A Touch of Green at a not to exceed price of \$12,475.00 (Unit Cost Quote \$11,341.00 plus 10% contingency) for the East Louther Street South Parking Lot Resurfacing Project.

C. Community Planning & Smart Growth Committee:

1. Borough Council may direct the Borough Solicitor to advertise an ordinance and schedule a public hearing for December 8, 2016 at 6:45 p.m., amending the Code of the Borough of Carlisle, adopted by Ordinance 2032 and thereafter amended, with respect to Chapter 255, Zoning, to add a Section to include production and processing of Medical Marijuana in the I-1 General Industrial zoning district.

D. ERCP

1. Borough Council may consider authorizing the Borough Solicitor to review, approve and advertise the proposed ordinance to establish a Code of Accountability, Conduct and Ethics for all elected and appointed Borough officers, employees, board members and volunteers.
2. Borough Council may authorize the Borough Solicitor to draft and advertise an ordinance to establish a Personnel Code.
3. Borough Council may authorize the Borough Solicitor to draft and advertise an ordinance to establish a Purchasing Code.

E. Parks and Recreation Committee:

1. Borough Council may approve Change Orders #1, #2 and #3 for a total amount of \$6,116.62 for the Heberlig-Palmer Park Renovation Project, subject to Solicitor approval. These change orders are for associated labor to install two floating decks; the installation of a concrete base for the drinking fountain; and, electrical changes to the original scope of work respectively.
2. Borough Council may enter into a Proposal/Agreement for Professional Services with Cianfichi Scholl for architectural services associated with the Stuart Community Center Partial Roof Replacement Project. The professional services agreement shall be at a fixed fee of \$9,450.00 (nine thousand four hundred fifty dollars).

F. Public Safety Committee:

- 1. Borough Council may approve an ordinance that shall amend the Code of the Borough of Carlisle adopted by Ordinance #2032 and thereafter amended with respect to Chapter 244, Vehicles and Traffic, creating a residential handicap parking space on the west side of Conway Street and a second space on the east side of West Street. *Roll Call Vote*
- 2. Borough Council may authorize the closure of Lincoln Avenue on Saturday, October 22, 2016, from 1:00 – 4:00 p.m. for the Heberlig Palmer Tot Lot Grand Opening. The West Side Neighborhood Association would be responsible for submitting a Certificate of Insurance naming the Borough of Carlisle as an additional insured for this event and for 100% of the variable cost and 10% of the fixed costs of traffic control incurred by the Borough of Carlisle.

G. Public Works Committee:

- 1. Borough Council may approve Change Order No. 2 to the 2016 Sanitary Sewer Rehabilitation Contract to add 24-inch cured-in-place lining work, increasing the total contract price by \$6,892.83.
- 2. Borough Council may adopt a resolution authorizing the submission of a PA Small Water and Sewer Project Grant application in the amount of \$250,000 to the Commonwealth Financing Authority (CFA) and payment of the \$100 application fee for a Water Valve Replacement Project.
- 3. Borough Council may authorize the Borough Solicitor to draft and advertise an ordinance to establish an annual fee of \$800 for commercial use of the Borough’s yard waste and composting facility.
- 4. Borough Council may enter into an Agreement with PSI Pumping Systems Inc. to install two Variable Frequency Drive units (VFDs) and motors on Raw Pumps #1 and #4 in the Wastewater Treatment Plant’s wet well.

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

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

13	ERCP Committee	5:00 p.m.
13	Outside Agency Hearing	6:00 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.

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

02	Public Safety Committee	7:30 a.m.
03	Zoning Hearing Board	6:30 p.m.
03	Parks & Recreation Board, Stuart Community Cnt.	7:00 p.m.
10	Public Hearing	6:45 p.m.
10	Borough Council	7:00 p.m.
11	Borough Hall Closed for Veteran's Day	
14	Budget & Finance Committee – Budget Hearing	6:00 p.m.
15	Budget & Finance Committee – Budget Hearing	6:00 p.m.
16	Board of Appeals	5:00 p.m.
17	Economic Development Committee	8:00 a.m.
17	Planning Commission	5:30 p.m.
17	Community Planning & Smart Growth Committee	6:00 p.m.
22	Public Works Committee	7:00 p.m.
24	Borough Hall Closed for Thanksgiving	
25	Borough Hall Closed for Thanksgiving	
28	HARB	5:30 p.m.