

Borough of Carlisle
Workshop Meeting Minutes
February 28, 2018

Present at the meeting: Councilors Crampsie, Flower-Webb, Fulham-Winston, Guido, Landis, and Mayor Scott. Also present were: Assistant Borough Manager Armstrong, Police Chief Landis, Public Works Director Malarich, Planning/Zoning/Codes Manager Skelly, Finance Director Juday, Fire Chief Snyder, Public Information Coordinator Taylor, Dickinson Law School Student Ambassador Lewis and Borough Secretary Stone.

I. Call to Order & Pledge of Allegiance

Mayor Scott called the Council Workshop Meeting to order at 6:00 p.m.

II. Meeting Minutes:

- A. Borough Council voted 6-0 to approve the January 31, 2018 Workshop Meeting Minutes. (Fulham-Winston/Guido)

III. Mayor's Report:

- A. Borough Council voted 6-0 to ratify a letter of support (dated February 21, 2018) for the Cumberland County Redevelopment Authority's RACP application for the former International Automotive Components (IAC) site. (Scott/Flower-Webb)

IV. Budget & Finance:

- A. Finance Director Juday provided an update on the proposed amendments to the Carlisle Hospitality Parking Garage agreement. He noted the revision would increase the daily parking rate for the hotel patrons to \$4.65.

V. Community Planning & Smart Growth Committee:

- A. First Lutheran Church Waiver Request:

Mr. Tim Cryer, Architect for Pennoni Associates, provided an overview of the submitted plans for the addition to the First Lutheran Church.

- Replacing the entrance way on east side of building with a new addition that will include stairs and an elevator

Mr. Craig Raynor of Pennoni Associates, provided details of the proposed improvements to the grounds of the property.

- Realign sidewalks and retaining wall
- Bring existing entrance into ADA compliance
- Connect stormwater into existing onsite inlet
- Eighty percent of land will remain impervious

VI. Economic Development Committee:

A. Keystone Strategic Advocacy, LLC (KSA) Contract

Councilor Flower-Webb stated the KSA contract has been re-negotiated and will decrease the monthly retainer fee to \$2,500.00.

VII. Parks and Recreation Committee:

A. Gatehouse Lease Draft/Advertise Ordinance

Councilor Landis noted the request to draft and advertise an ordinance for the Gatehouse Lease will be brought to the March 8th Council meeting.

Assistant Borough Manager stated the renovations to the Gatehouse kitchen and bathroom are now complete. As requested by Council, a tour of the Gatehouse and Schaeffer Cabin will be scheduled.

VIII. Employee Relations/Citizen Participation Committee:

A. Councilor Guido stated new appointments to the Boards and Commission would be discussed at the March 8th Council meeting.

IX. Public Safety Committee:

A. Borough Council voted 6-0 to authorize the Borough Manager to execute the appropriate documents designating towing services and storage fees of vehicles to the lowest responsible bidder, Lebo's Towing, contingent upon the Borough Solicitor's satisfactory review and approval. Furthermore, Borough Council authorized a monthly On-Call Tow Schedule that would allow Lebo's Towing and Hix Towing to rotate towing responsibilities monthly unless one of the towing services is unavailable, provided Hix Towing executes the same documents with the Borough as Lebo's Towing and at the same towing service and storage fee as Lebo's Towing. (Scott/Guido)

B. Borough Council voted 6-0 to authorize the Solicitor to advertise an ordinance establishing a temporary parking ban affecting certain borough streets in conjunction with Carlisle Production's 2018 schedule of events. (Scott/Guido)

As a follow up to a resident's request to change the parking restrictions on Gobin Drive during car show event, Police Chief Landis recommended to Council not to change the temporary parking restrictions for residents. He noted he based his decision on the fact that vehicle parking becomes a premium commodity; nearly every resident on Gobin Drive has a driveway that can accommodate at least two vehicles.

X. Public Works Committee:

A. Peroxide System Proposal Pump Station #2

Public Works Director Malarich noted a proposal would be brought to the March Council meeting requesting the addition of a Peroxide System to Pump Station #2. He explained the addition would reduce the concentration of hydrogen sulfide that is corrosive to the force main and the concrete that is downstream from the Pump Station.

XI. Public Comment

Assistant Borough Manager reminded Council of the upcoming Goal Planning Session on March 10th. She also noted that legal counsel reviewed the Civil Service Regulations and a summary of the changes will be made available to Council soon.

Ms. Armstrong informed Council that Mayor Scott signed a letter of support and commitment that will be included in Carlisle's Pennsylvania Department of Community and Economic Development (DCED) HOME Investment Partnerships Program grant application. She explained in order to elevate the Borough's chances of receiving the grant funding, the Redevelopment Authority recommended including the letter of support with the application to DCED. Due to the submission deadline being prior to the workshop meeting, Council will be asked to ratify the letter at the March Council meeting.

XII. Adjournment

There being no further business or public comment, the meeting adjourned at 6:30 p.m.

Timothy A. Scott,
Mayor

Joyce E. Stone
Borough Secretary