

**BOROUGH OF CARLISLE
COUNCIL MEETING
PRELIMINARY AGENDA**

**July 12, 2018
7:00 PM**

This "Preliminary Agenda" is provided to inform citizens of items for Council consideration at the next Council meeting. It reflects the information provided to Council one week prior to the meeting and is subject to change. The final agenda is not published until the day of the meeting and will not be available until the meeting. Citizens who have questions concerning the final agenda should contact the Office of the Borough Manager, Joyce Stone, at 717-240-6920.

MOMENT OF SILENCE..... Councilor Flower-Webb
PLEDGE OF ALLEGIANCE TO THE FLAG..... Councilor Flower-Webb

ROLL CALL

A. Mayor:

- 1. Borough Council may approve a motion to allow Council member Sean Crampsie to participate in the meeting by telephone because of physical absence due to travel plans.

OPPORTUNITY FOR CITIZENS AND VISITORS TO BE HEARD

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:

- 1. *Public Hearing for Alley Vacation 06/14/2018*
- 2. *Council Meeting 06/14/2018*

**B. Approval of Bills and Investment Transactions:
Expenditures as of June 30, 2018:**

<i>General Fund</i>	<i>\$ 926,626</i>
<i>Water Fund</i>	<i>\$ 189,452</i>
<i>Sewer Fund</i>	<i>\$ 328,389</i>
<i>Solid Waste Fund</i>	<i>\$ 95,328</i>
<i>Parking Fund</i>	<i>\$ 16,229</i>
<i>Capital Projects Fund</i>	<i>\$ 167,009</i>
<i>Highway Funds</i>	<i>\$ 1,013</i>

C. ERCP:

1. *Borough Council may reappoint Pam Fowler to a second full four-year term on the Parks and Recreation Board. This term will become effective July 1, 2018 and expire on June 30, 2022.*
2. *Borough Council may accept the tendered resignation of Mr. Robert Broyles from the Zoning Hearing Board effective July 12, 2018.*

D. HARB:

The HARB recommends approval for the following items:

1. *A request by Jennifer Acuna for a Certificate of Appropriateness at 36 West Pomfret Street (rear) to infill an existing garage door opening with wood framing and T-111 wood siding, new wall to include a six-foot-wide double entry door and a panel of windows above the new doors. In addition, to install solar panels to cover entire roof. (Note: This masonry block building is visible only from West Chapel Avenue.)*
2. *A request by Cheryl Slattery for a Certificate of Appropriateness at 227 West South Street to remove and replace nine (9) windows with Andersen Woodright units with 6/6 lights to match existing.*
3. *A request by Jennifer Steiner for a Certificate of Appropriateness at 155 South College Street proposing to install a free-standing double-sided sign 15" x 19 3/16" in area on each side. Sign is to be mounted on one 8' tall wood or iron column and will read "The Smith Steiner, Bed and Breakfast".*
4. *A request by Cactus Hill Carlisle LLC for a Certificate of Appropriateness at 9-11 East High Street to proposing to replace an existing hanging sign on an existing yard arm, sign to read "Gilded Door Oil & Vinegar Tap Room".*

E. Public Safety Committee:

1. *Borough Council may authorize the closure of Dickinson Avenue between North Hanover and North Courthouse Avenue on Friday, August 17, 2018 from 10:00 a.m. – 9:00 p.m. for Sadler Health Center to conduct their Annual Health Fair. The event is set for 5:00 – 8:00 p.m. so Sadler Health Center can prepare to set-up equipment, tables, etc. Approval is subject to Sadler Health Center reimbursing the Borough of Carlisle 100% of the variable costs and 10% of the fixed costs incurred by the Borough and a valid Certificate of Liability Insurance form naming the Borough of Carlisle as an additional insured.*

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

None

REPORTS FROM ELECTED OFFICIALS**A. Mayor's Reports:**

1. Mr. Robert Broyles recognition of service.

REPORTS FROM COMMITTEES**B. Community Planning & Smart Growth:**

1. Borough Council may approve a waiver for the filing of a Preliminary Plan (226-17; 19). Furthermore, Borough Council may approve a Final Subdivision Plan, submitted by FSA Associates, on behalf of DABD Ltd., located on the SE corner of "H" Street & N. Pitt St. (R2 – Medium Density Residential), subject to the conditions imposed by staff.
2. Borough Council may consider directing the Borough Solicitor to:
 - a. prepare a draft zoning ordinance amendment (Chapter 255) to revise existing text contained within the UM – Urban Mixed Use Zone; and,
 - b. proceed with the formal advertising and circulation of this draft ZOA for a public hearing before Borough Council on or before October 11, 2018.

C. Economic Development Committee:

1. Borough Council may approve a shopsteading loan and authorize the Mayor to execute the appropriate loan documents to provide \$70,000 (seventy thousand dollars) in Program Year 2017 CDBG funds to Ms. Jennifer Acuna, Bessie's Best Lactation Cookies. Said loan shall reflect a 25-year amortization, two-percent interest rate, with a balloon payment after 10 years. Approval shall be subject to the Borough Solicitor's satisfactory review and approval of said loan documents and provisions outlined by staff.

D. ERCP:

1. Borough Council may adopt a resolution appointing Mr. John Rovegno to a partial term as a member of the Carlisle Borough Zoning Hearing Board. The partial term will become effective immediately and shall expire December 31, 2019.
2. Borough Council may adopt a resolution appointing Mr. Joel Hicks as an alternate member to the Carlisle Borough Zoning Hearing Board. The partial term will become effective immediately and shall expire December 31, 2019.
3. Borough Council may appoint Ms. Whitney Baker to a first full four-year term on the Parks and Recreation Board. This term will become effective immediately and shall expire on June 30, 2022.

4. Borough Council may appoint Mr. Eric Oakman to a partial term on the Parks and Recreation Board. This term will become effective immediately and shall expire on June 30, 2020.

E. Public Safety Committee:

1. Borough Council may adopt an ordinance amending the Code of the Borough of Carlisle, with respect to Chapter 244, Vehicles and Traffic, to modify the prohibition against the parking of vehicles at all times and certain locations around the intersection of West South Street and Mooreland Avenue. *(Roll Call Vote)*
2. Borough Council may authorize the Borough Solicitor to draft and advertise an ordinance amending the Code of the Borough of Carlisle, with respect to Chapter 244, Vehicles and Traffic, to move the prohibition against the parking of vehicles at all times on Woodward Drive from the south side of the street to the north side of the street.
3. Borough Council may authorize the closure of A Street between College Street and Oak Avenue on August 18, 2018 from 6:00 a.m.-4:00 p.m. for the Carlisle Church of God to hold a block party for the congregation and neighborhood subject to the Church of God reimbursing the Borough of Carlisle 100% of the variable costs and 10% of the fixed costs for traffic control and a valid Certificate of Liability Insurance form naming the Borough of Carlisle as an additional insured.
4. Borough Council may authorize the closure of a section of Terrace Avenue between Shirley Avenue and Hemlock Avenue in the Valley Meadows area of the Borough for a block party to raise funds and awareness for local non-profits focused toward children in the community sponsored by the Life House Church of God on Wednesday, August 8, 2018 from 6:00 p.m. - 9:00 p.m. subject to The Life House Church of God reimbursing the Borough of Carlisle 100% of the variable costs and 10% of the fixed costs and providing a valid Certificate of Liability insurance form naming the Borough of Carlisle as an additional insured.
5. Borough Council may authorize the closure of South Courthouse Avenue between West High and Church Avenue on Friday, August 3, 2018 from 3:00 p.m. – 9:00 p.m. to accommodate the Downtown Carlisle Association's Welcome Jam in coordination with their First Friday event. The event begins at 5:00 p.m. and concludes at 8:00 p.m. Approval is subject to the Downtown Carlisle Association reimbursing the Borough of Carlisle 100% of the variable costs and 10% of the fixed costs for this event and submission of a valid Certificate of Liability Insurance form naming the Borough of Carlisle as an additional insured.

F. Public Works Committee:

1. Borough Council may authorize the Mayor to sign the Pennsylvania Department of Environmental Protection Sewage Facilities Planning Module Exemption Form for a connection to the Borough's sanitary sewer system from the proposed DABD, Ltd subdivision of 1119 and 1121 North Pitt Street, Carlisle.
2. Borough Council may approve a unit price construction contract with Asphalt Maintenance Solutions, LLC. of Emmaus, Pennsylvania for the 2018 Street Microsurfacing Project, in the amount of \$2.80 per square yard of applied surface, under the CapCOG 2018 Street Microsurfacing Contract.

3. Borough Council may approve a unit price construction contract with Kinsley Construction Company, Inc. of York, Pennsylvania for milling and paving of Borough Streets during 2018 pavement milling, in the amount of \$9.76 per square yard of pavement surface milled and paved, under the CapCOG 2018 Street Milling and Paving Contract.
4. Borough Council may enter into an Engineering Contract with Gannett Fleming, Inc. to provide construction phase engineering services to the Borough of Carlisle for the Carlisle Springs Road Water Main Replacement Project for a not to exceed amount of \$39,500 (Thirty-Nine Thousand Five Hundred dollars) subject to the Borough Solicitor's satisfactory review and approval of the agreement.
5. Borough Council may award the unit price construction contract for the LeTort Interceptor Rehabilitation Project to the lowest responsive bidder, Ric-Man Construction Florida Inc. of Deerfield Beach, Florida, in the amount of \$8,245,274.00 (Eight Million, Two Hundred Forty-Five Thousand, Two Hundred Seventy-Four Dollars and zero cents), pending receipt of the required bonds and insurances for the project. Borough Council may also authorize any contract change order needing prompt action in an amount not to exceed \$10,000 (Ten thousand dollars) each, to be approved at the discretion of the Borough Manager and brought before Council for retroactive approval.

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

July 2018 - (All meeting are held at Borough Hall unless noted otherwise.)

12	Borough Council Meeting	7:00 p.m.
17	Sewer Authority (54 North Middlesex Road)	6:00 p.m.
18	Municipal Authority (185 Longs Gap Road)	5:00 p.m.
26	Planning Commission	5:30 p.m.

August 2018 - (All meeting are held at Borough Hall unless noted otherwise.)

01	Council Workshop Meeting	6:00 p.m.
02	Board of Appeals	5:00 p.m.
02	Zoning Hearing Board	6:30 p.m.
02	Parks & Recreation Board (Stuart Community Center)	7:00 p.m.
06	HARB	5:30 p.m.
09	Borough Council Meeting	7:00 p.m.
21	Pension Advisory Commission	5:30 p.m.
23	Human Relations Commission	7:30 a.m.
23	Planning Commission	5:30 p.m.