

**BOROUGH OF CARLISLE  
COUNCIL MEETING**

**February 14, 2019  
7:00 PM**

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

**ROLL CALL**

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

Members of the public and visitors may address Borough Council at this time on specific issues of concern relating to Borough government. This is a public meeting and we welcome your questions, comments and suggestions.

Those individuals who called ahead and requested to be on the agenda will be called upon first - all others will be recognized by raising their hand. The Mayor may request that citizens who have concerns with a scheduled agenda item delay their comments until Council addresses that agenda item.

In order to reflect accurate meeting minutes, we ask that those whom wish to address Council come forward to the podium, or stand in place, as long as everyone can hear. Individuals addressing Council are asked to give their full name and address (business or home) before beginning to speak. Citizens and visitors are asked to be brief and concise in their comments to permit everyone who wishes to speak an opportunity to do so.

**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. Council Meeting 01/10/19

**B. Approval of Bills and Investment Transactions:**

***Expenditures as of January 31, 2019***

<i>General Fund</i>	\$	890,917
<i>Water Fund</i>	\$	319,409
<i>Sewer Fund</i>	\$	671,779
<i>Stormwater Fund</i>	\$	67,028
<i>Solid Waste Fund</i>	\$	8,637
<i>Capital Projects Fund</i>	\$	12,900
<i>Parking Fund</i>	\$	135,770

**C. Attendance Approval:**

- 1. Borough Council may approve Parks and Recreation Director Andrea Crouse, Recreation and Pool Manager Kristin Zeigler and Recreation Assistant Kelsey Najdek to attend the 2019 Pennsylvania Recreation and Park Society's Conference in State College, PA from April 2-5, 2019.

2. *Borough Council may retroactively approve Borough Manager Candland attendance at the APMM Executive Development Conference on February 7-8, 2019 in Bedford, Pennsylvania.*

**D. ERCP:**

1. *Borough Council may accept the resignation of Nicole Purcell from the Planning Commission effective January 24, 2019.*

**E. HARB:**

*The HARB recommends approval for the following item:*

1. *A request by Brandt's Sign Shop to replace a wall sign at 126 North Hanover Street, new sign to be same size (42" x 144"), same design and same location as sign approved by HARB February, 2017 for Congressman Lou Barletta, new sign to read "State Representative Barb Gleim.*

**F. Parks and Recreation Committee:**

1. *Borough Council may accept \$750 from Carlisle Construction Materials, LLC for the Summer Basketball Camp hosted by Carlisle Parks and Recreation. The donation will allow campers to attend free of charge.*

**G. Public Safety Committee:**

1. *Borough Council may authorize the closure of North Pitt Street between I and K Streets on April 16 – April 21, June 11 – June 16, and October 1- October 6, 2019 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 shall 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**

None

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

1. Mayor's Innovation Project Recap
2. Local Police Speed Enforcement (Radar & LIDAR) Legislation

**REPORTS FROM COMMITTEES****B. Budget & Finance Committee:**

1. Borough Council may adopt an ordinance amending the Borough of Carlisle Code to require that utility services be billed to the property owners with an effective date for the first billing on or after July 1, 2019. *(Roll Call Vote)*

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

1. Borough Council may approve a waiver for the submission of a Preliminary Subdivision Plan (226-19); and furthermore, approve a Final Subdivision Plan, submitted by Diffenbaugh Wadel Inc., on behalf of Marc & Tara Renault, located on the SW corner of Hillside Dr. & Wellington Dr., subject to the conditions imposed by staff.
2. Borough Council may approve a waiver for the submission of a Preliminary Land Development Plan (226-19); and furthermore, approve a Final Land Development Plan, submitted by FSA Assoc. Inc., on behalf of PIRHL Developers, LLC, located on the NW corner of "A" Street & Factory St., subject to the conditions imposed by staff.

**D. Economic Development Committee:**

1. Borough Council may enact an ordinance approving an Agreement between the Downtown Carlisle Association [DCA] and the Borough of Carlisle [Borough] retroactive to January 1, 2019 through December 31, 2019. *(Roll Call Vote)*

**E. Parks and Recreation Committee:**

1. Borough Council may award the base bid for the gymnasium HVAC system at the Stuart Community Center to Tuckey Mechanical Services in the amount of One Hundred Thirty-nine Thousand Dollars (\$139,000). Borough Council may also award add alternate #1 (Rubber Roof Walkway Pads) to Tuckey Mechanical Services in the amount of Six Thousand Eight Hundred Dollars (\$6,800).

**F. Public Safety Committee:**

1. Borough Council may authorize the closure of North Pitt Street from High Street to Dickinson Alley on May 3, 2019 from 3:00 p.m. – 9:00 p.m. to celebrate May First Friday. Furthermore, authorize restricted parking of two spaces (located at the eastern corner of South Hanover and West Church Avenue) from 5:00 p.m. to 10:00 p.m. for “Downtown Horse and Carriage Rides”. The Downtown Carlisle Association shall be responsible for 100% of the variable costs and 10% of the fixed costs incurred by the Borough for this event.
2. Borough Council may authorize a street closure of G Street between Franklin Street and Factory Street for the YWCA Carlisle 100<sup>th</sup> Anniversary Celebration on September 14, 2019 from 3:00 – 10:00 p.m. with a community block party to include music, food, and cultural events. Approval shall be contingent upon receipt of a valid Certificate of Liability Insurance form naming the Borough of Carlisle as an additional insured and the YWCA reimbursing the Borough of Carlisle for 100% of the variable costs and 10% of the fixed costs to hold this event.

Note: The YWCA has also requested use of the Carlisle Community Pool lot for parking, which has been approved by Parks and Recreation.

3. Borough Council may approve the use of Carlisle Special Fire Police and Special Fire Police from other municipalities to work at non-fire related Borough 2019 events, functions or parades.
4. Borough Council may approve Brindlee Mountain Fire Apparatus, as a broker to offer for sale the 1998 E-One Ladder Tower, VIN No. 4ENGABA86W1008652. Approval is subject to the Borough Solicitor’s satisfactory review and approval.

**G. Public Works Committee:**

1. Borough Council may award the unit price construction contract for the Spring Garden Street Sewer Replacement Project to the lowest responsive bidder, Doli Construction Corporation of Chalfont, Pennsylvania, in the amount of \$445,577.00 (Four Hundred Forty-Five Thousand, Five Hundred Seventy-Seven 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.
2. Borough Council may enter into an Engineering Contract with Herbert, Roland and Grubic, Inc. (HRG) in the amount of \$39,000 (Thirty-nine thousand dollars) to provide construction phase engineering services to the Borough for the Spring Garden Street Sanitary Sewer System Replacement Project, subject to the Borough Solicitor’s satisfactory review and approval.
3. Borough Council may enter into an engineering services contract for a not-to-exceed cost of \$97,900 with Gannett Fleming, Inc. to provide design services for the Borough’s 2019 Water Distribution System Rehabilitation Program, subject to Borough Solicitor approval of the contract.
4. Borough Council may consider authorizing the Mayor to sign the Pennsylvania Department of Environmental Protection Sewage Facilities Planning Module Exemption Form for an extension to the Borough’s sanitary sewer system from the proposed PIRHL Carlisle Veterans development on Lot 1 of the former Tire & Wheel Site.

**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**

**February 2019** - (All meetings are held at Borough Hall unless noted otherwise.)

14	Council Meeting	7:00 p.m.
18	Borough Offices Closed: President's Day	
28	Planning Commission	5:30 p.m.

**March 2019** - (All meetings are held at Borough Hall unless noted otherwise.)

04	HARB	5:30 p.m.
06	Council Workshop Meeting	6:00 p.m.
07	Board of Appeals	5:00 p.m.
07	Zoning Hearing Board	6:30 p.m.
07	Parks & Recreation Board (Stuart Community Center)	7:00 p.m.
14	Public Hearing for Comprehensive Plan	6:30 p.m.
14	Council Meeting	7:00 p.m.
28	Planning Commission	5:30 p.m.