

**BOROUGH OF CARLISLE
COUNCIL MEETING
June 13, 2019
7:00 PM**

MOMENT OF SILENCE..... Mayor Scott
PLEDGE OF ALLEGIANCE TO THE FLAG Mayor Scott

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:

Council Meeting 05/01/19

**B. Approval of Bills and Investment Transactions:
Expenditures as of May 31, 2019**

<i>General Fund</i>	<i>\$ 898,672</i>
<i>Water Fund</i>	<i>\$ 166,127</i>
<i>Sewer Fund</i>	<i>\$ 1,569,559</i>
<i>Stormwater Fund</i>	<i>\$ 26,429</i>
<i>Solid Waste Fund</i>	<i>\$ 11,420</i>
<i>Capital Projects Fund</i>	<i>\$ 279,987</i>
<i>Parking Fund</i>	<i>\$ 19,390</i>

C. Attendance Approvals:

- 1. Police Chief Landis to attend the Federal Bureau of Investigation National Alumni Association Training Conference in Phoenix Arizona from July 20-23, 2019.*

D. Budget & Finance:

1. *Borough Council may adopt a resolution approving the sale and disposition of equipment (listed in Exhibit A of the Resolution) that may be sold and delivered to the Good Hope Middle School for the Annual COG Surplus Equipment Auction on July 17, 2019.*

E. Community Planning/Smart Growth:

1. *Borough Council may reaffirm the “Delegation of Signing Authority for CDBG and HOME invoices” as reflected in Section III entitled, “Certification of Elected Officials” of said form to reflect Mayor Timothy A. Scott and Deputy Mayor Sean M. Shultz retroactive to May 9, 2019.*
2. *Borough Council may approve the 2019 – 2023 Five Year Consolidated Plan and the 2019 Action Plan and Community Development Block Grant Budget as presented during the June 5, 2019 Public Hearing.*

F. ERCP:

1. *Borough Council may accept the tendered resignation of Mr. Matthew Candland as Borough Manager retroactive to Friday, June 7 and appoint Susan Armstrong to serve as Acting Borough Manager until such time that Mr. Candland’s successor is appointed.*
2. *Borough Council may reappoint Mr. Robert Schmidlein to a first full term on the Parks and Recreation Board. The candidate’s term will become effective July 1, 2019 and shall expire on June 30, 2023*

G. HARB:

The HARB recommends approval for the following item:

1. *A request by BK Properties for a Certificate of Appropriateness at 46 S. East Street to replace rotting wood on the top left corner of the house with wood (same design as the front roof).*
2. *A request by Heather & Harpreet Bedi for a Certificate of Appropriateness at 221 W. South St. to replace mortar on the side brick wall of the house using Type O, 1:2:9 mortar. Applicant stated that they had water damage to bedrooms and living room, therefore the work was completed prior to approval.*
3. *A request by St. John’s Episcopal Church for a Certificate of Appropriateness at 1A N. Hanover Street to:*
 - *Remove existing shingle roof system, ice & water shields at all eaves & valleys*
 - *Install synthetic underlayment covering wood substrate and install 50 year GAF brand Timberline HD architecture shingles including flashing.*
 - *Remove existing slate roof system and install one layer of ½ plywood to existing substrate, install flame rated underlayment, install EchoStar Empire Slate Traditional 10” wide and 8” reveal slate shingle.*
 - *Flash all roof penetrations with appropriate flashing to include a 50-year Gold Star Warranty.*
 - *Remove existing roof system on the steeple. Install ice & water shield covering on substrate and install synthetic shakes or in-kind wooden shakes including roof flashing of roof penetrations.*

4. *A request by Dickinson College for a Certificate of Appropriateness at 34 S. West St. to replace existing windows with Norwood 500 Series windows in the “Just Gray” color, miscellaneous painting of wood trim, soffit, etc. to match the existing colors, and replace slate shingles at upper level due to discoloration / aging.*
5. *A request by Dickinson College for a Certificate of Appropriateness at 275 W. Louthier St. to replace existing windows with Norwood 500 Series in the “Mahana White” color. Also, paint wood trim, soffit, etc. to match the existing colors and replacement of Mansard shingles at the upper level due to discoloration / aging.*
6. *A request by Dickinson College for a Certificate of Appropriateness at 55 N. West St. to replace the current wood railing on the second floor balcony. The proposed new railing would be up to code, constructed of pressure treated wood and be painted to match the existing building color. The railing design would duplicate the approved railing on the rear of the attached property located at 170 W. Louthier Street.*
7. *A request by Chad Kimmel for a Certificate of Appropriateness at 26 W. High St. to paint: “Grand Illusion, Hard Cider” on the front façade of the building between the second and third floor windows. The sign will measure 3.5 ft. tall x 26 ft. long. The letters will be black with gold outlining. Also, install three puck lights on the wood cornice above the first floor windows, illuminating the new signage.*
8. *A request by The Carlisle Antique Mall for a Certificate of Appropriateness at 164 N. Hanover St. to install plastic lettering: “The Carlisle Antique Mall” on the front façade of the building. The lettering will be maroon in color and anchored to the brick with metal studs. Overall height of the letters will be 26.25” and the overall length will be 478.46”.*
9. *A request by St. Patrick’s Church for a Certificate of Appropriateness at 140 E. Pomfret Street to remove/replace existing slate and shingle roofing systems with new EchoStar slate and shingles, replace damaged or rotted plank, overlay and attach new substrate, and underlayment. Replace all existing cooper spouting, downs and flashings with new copper. Install new pipe snow guards and EPDM rubber roofing on low slope areas.*
10. *A request by Maranatha- Carlisle for a Certificate of Appropriateness at 20 N. Hanover St. to install laminated decals on the inside of front glass windows. The decals will be approximately 7.5” x 16”. A gray/white oval with black lettering: “Scaringi & Scaringi, P.C. A Full Service Law Firm.” Below the oval will be a tree and green/white lettering “Maranatha Carlisle, A Financial Guidance Ministry.” Also, install a 4” x 30” indicator plaque on the identification board located to the rear of the building.*

The HARB recommends *denial* for the following item:

1. *Deny a request by Kevin & Dawn Hutchinson for a Certificate of Appropriateness at 47 Walnut St., to replace existing wooden panel front door with two top windows with a new Speakeasy style door. (The HARB recommended denial)*

H. Public Safety:

1. *Borough Council may authorize the closure of Dickinson Avenue between North Hanover and North Courthouse Avenue on Friday, August 9, 2019 from 9:00 a.m. – 9:00 p.m. for Sadler Health Center to conduct their Annual Health Fair contingent upon Sadler Health Center reimbursing the Borough of Carlisle 100% of the variable costs and 10% of the fixed costs incurred by the Borough and receipt of a valid Certificate of Liability Insurance form. (Note: The event is scheduled for 5:00 – 8:00 p.m.).*

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

None

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

1. Pennsylvania Advisory Committee for US Global Leadership Coalition.
2. Pennsylvania State Association of Borough's Social Media Award.

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

1. Borough Council may ratify agreements by and between the Borough of Carlisle and Dickinson College; and, DVRE, LP respectively.

C. Community Planning & Smart Growth Committee:

1. Borough Council may adopt an ordinance amending the Code of the Borough that prohibits certain nuisances. *(Roll Call Vote)*
2. Borough Council may approve a waiver for the submission of a Preliminary Subdivision Plan (226-19), submitted by James Hockenberry, PLS, on behalf of KIS Holdings and Paul Estep, located along E. Louther Street.

Furthermore, Borough Council may approve a Final Subdivision plan, submitted by James Hockenberry, PLS, on behalf of KIS Holdings and Paul Estep, located along E Louther Street, subject to the conditions imposed by staff.

3. Borough Council may approve a waiver for the submission of a Preliminary Subdivision Plan (226-19), submitted by FSA Assoc., Inc. on behalf of Dino & Patricia Craig, located on 110 S. Hanover Street, 30 W. Pomfret Street.

Furthermore, Borough Council may approve a Final Subdivision plan, submitted by FSA Assoc., Inc. on behalf of Dino & Patricia Craig, located on 110 S. Hanover Street, 30 W. Pomfret Street, subject to conditions imposed by staff.

4. Borough Council may approve a waiver for the submission of a Preliminary Subdivision Plan (226-19), submitted by Akens Engineering Assoc. Inc., on behalf of Wolf & Tiger LLC, located at 1625 Ritner Highway.

Furthermore, Borough Council may approve a Final Subdivision plan, submitted Akens Engineering Assoc. Inc., on behalf of Wolf & Tiger LLC, located at 1625 Ritner Highway, subject to conditions imposed by staff.

D. **ERCP**

- 1. Borough Council may approve the Carlisle Borough Zoning Hearing Board’s appointment of Kurt E. Williams as Solicitor at the hourly rate of \$165.00 and furthermore, approve the Carlisle Borough Zoning Hearing Board’s appointment of Jeffrey C. Clark as Alternate Solicitor at the hourly rate of \$165.00.

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 time of parking prohibition in a certain section of West North Street. *(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 establish a prohibition against the parking of vehicles at all times on West North Street at the intersection with Franklin Street from the intersection east 60 feet, along the north side of the Street.
- 3. Borough Council may approve the follow special events/street closures requested by Dickinson College and contingent upon Dickinson College reimbursing the Borough of Carlisle 100% of the variable costs and 10% of the fixed costs incurred by the Borough and receipt of a valid Certification of Insurance form naming the Borough of Carlisle as an additional insured for these events.

Event: First Year Student Orientation Move in Day
 Date: August 25, 2019
 Time: 7:00 a.m. – 3:00 p.m.
 Location: Cherry Street between W. High Street and W. Louthier Street

Event: First Year Student Orientation Move in Day
 Date: August 28, 2019
 Time: 7:00 a.m. – 3:00 p.m.
 Location: Mooreland Avenue between W. High Street to West South Street and Cherry Street between W. High Street and W. Louthier Street

Event: Homecoming
 Date: September 28, 2019
 Time: 11:00 a.m. – 2:00 p.m.
 Location: Belvedere Street between W. High Street and Biddle Avenue South

- 4. Borough Council may approve the special event and street closure request for the 2019 Summerfair 5K and 10K races on Saturday, July 6, 2019 from 7:45 a.m. – 10:00 a.m. Approval shall be subject to receipt of a valid Certificate of Liability Insurance form naming the Borough of Carlisle as an additional insured and the applicant (Summerfair) reimbursing the Borough of Carlisle 100% of the variable and 10% of the fixed costs incurred by the Borough for said event.

F. **Public Works Committee:**

- 1. Borough Council may award the bids for various chemicals used at the water and wastewater plants to the lowest, responsive bidders outlined in staff’s bid tabulation document. The annual contract term shall be June 21, 2019 to June 20, 2020.

2. Borough Council may approve Change Order Numbers 1 and 2 to the Carlisle Springs Road Water Main Replacement Project to reflect deviations from the actual work completed by the contractor to the estimated bid quantities included in the unit price contract, increasing the total contract by \$18,127.00 (eighteen thousand one hundred twenty-seven and zero cents).
3. Borough Council may approve Change Order No.2 to the Letort Interceptor Rehabilitation Contract to change the bypass pumping approach within Carlisle Barracks, as requested by Barracks leadership, increasing the total contract by \$39,991.25 (thirty-nine thousand nine hundred ninety-one dollars and twenty-five cents).

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

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

13	Council Meeting	7:00 p.m.
26	Council Workshop Meeting	6:00 p.m.
27	Planning Commission	5:30 p.m.

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

01	HARB	5:30 p.m.
03	Board of Appeals	5:00 p.m.
03	Zoning Hearing Board	6:30 p.m.
04	Borough Office are Closed for the July 4 th Holiday	
11	Council Meeting	7:00 p.m.
16	Sewer Authority Meeting (54 North Middlesex Rd)	6:00 p.m.
17	Municipals Authority Meeting (196 Longs Gap Road)	5:00 p.m.
25	Planning Commission	5:30 p.m.
29	HARB	5:30 p.m.
31	Council Workshop Meeting	6:00 p.m.