

Borough of Carlisle
53 W. South Street
Carlisle, PA 17013
P: 717-249-4422
F: 717-240-6615



**BOROUGH OF CARLISLE
COUNCIL MEETING MINUTES
July 11, 2019**

Mayor Scott called the Council Meeting to order at 7:00 p.m. Deputy Mayor Shultz led the Moment of Silence and Pledge of Allegiance.

Council members present: Councilors *Crampsie, Flower-Webb, Fulham-Winston, Guido, Landis, Deputy Mayor Shultz and Mayor Scott. Also present were: Assistant Borough Manger Armstrong, Police Chief Landis, Water Resources Director Malarich, Community Development Manager Skelly, Parks & Recreation Director Crouse, Finance Director Juday, Fire Chief Snyder, Human Resource Supervisor Hamilton, Public Information Coordinator Taylor, Solicitor Brenneman and Borough Secretary Stone.

**Scribe note: Councilor Crampsie was present via the telephone*

A. Mayor's Report:

1. Borough Council voted 6-0 to allow Council member Sean Crampsie to participate by telephone during this evening's meeting. (Scott/Shultz)

CONSENT AGENDA

Councilor Shultz made a motion, seconded by Councilor Guido, to approve the Consent Agenda. Council unanimously voted (7-0) to approve the Consent Agenda, which consisted of the following items:

A. Minutes:

Council Meeting 06/13/19

B. Approval of Bills and Investment Transactions:

Expenditures as of June 30, 2019

<i>General Fund</i>	<i>\$ 490,295</i>
<i>Water Fund</i>	<i>\$ 335,364</i>
<i>Sewer Fund</i>	<i>\$ 919,723</i>
<i>Stormwater Fund</i>	<i>\$ 34,856</i>
<i>Solid Waste Fund</i>	<i>\$ 120,348</i>
<i>Capital Projects Fund</i>	<i>\$ 315,867</i>
<i>Parking Fund</i>	<i>\$ 11,821</i>
<i>Highway Aid</i>	<i>\$ 2,383</i>

C. Budget & Finance:

1. *Borough Council authorized a 60-month lease with Pitney Bowes for the Borough to continue leasing of a mail machine and an inserter machine commencing September 30, 2019 through September 30, 2024 and continuing on a month-to-month basis thereafter subject to the Borough Solicitor's satisfactory review and approval of said lease.*

D. Community Planning & Smart Growth Committee:

I.

1. *Borough Council approved a resolution authorizing the execution of an intergovernmental certification agreement to maintain/renew the Borough's "Certified Local Government" (CLG) Status subject to the Borough Solicitor's satisfactory review and approval of said agreement.*

E. ERCP Committee:

1. *Borough Council accepted the resignation of John Martin from the Zoning Hearing Board effective May 6, 2019.*
2. *Borough Council ratified Matthew Candland's agreement.*

F. HARB:

The following HARB items were approved.

1. *A request by Amanda Ridgeway for a Certificate of Appropriateness at 19 South Hanover Street to install a two-sided projecting sign, 28" x 36" in area, each side, at right side of entry door, sign to read "RE/Max Prestige 717 706-3834.*
2. *A request by Natacha Seraphin for a Certificate of Appropriateness at 121 East Louther Street to repoint stone masonry on building façade and to install the following signage:*
 - a. *one 26" x 35" sign in the half-circle opening above the front door,*
 - b. *one 110" x 46" sign to cover the window on the west wall of the building, and*
 - c. *one 30" X 36" sign above the rear apartment entry door.*

East wall sign will read "KNR Beauty Supplies, African and General Mkt. LLC, Rheems Hair Bundles & Wigs, Rheems Hair Salon, KNR Beauty Shop, KNR Beauty Foods". Front sign will read "KNR Beauty". Rear sign will read "KNR Beauty Living Quarters".

G. Parks and Recreation Committee:

1. *Borough Council approved entering into a Memorandum of Understanding with the Dickinson College Trout Gallery for children in the Parks and Recreation Summer Day Camp and Memorial Park Playground to visit and participate in educational programs at Dickinson College's Trout Gallery.*

H. Public Safety Committee:

1. *Borough Council approved a request submitted by the Pie Haus requesting three (3) reserved parking spaces on Saturday, July 20, 2019 from 11:00 a.m. to 5:00 p.m. for the Combat Veterans Motorcycle Association Chapter 22-10 Scavenger Hunt. The reserved parking spaces will be located in front of the Pie Haus in the first block of W. High Street.*

REGULAR AGENDA

TABLED, CONTINUED, AND RECURRING ITEMS

None

REPORTS FROM ELECTED OFFICIALS

A. Mayor's Report

1. Councilor Landis presented a Parks and Recreation Professionals Day Proclamation to Parks & Recreation Director Crouse.

REPORTS FROM COMMITTEES

A. Budget and Finance Committee:

1. Borough Council voted 7-0 to direct the Borough Solicitor to advertise an ordinance amending the Code of the Borough of Carlisle to provide for the billing of Sewer and Water Rentals and Stormwater Management Fee Charges to certified/licensed Property Managers and Property Management Companies as defined in the proposed ordinance. (Shultz/Flower-Webb)

B. Community Planning & Smart Growth Committee:

1. Borough Council voted 7- 0 to direct the Borough Solicitor to schedule a public hearing on a proposed zoning ordinance (text) amendment to Article XVII – Urban Mixed Use Zone, Chapter 255 –Zoning Ordinance. (Flower-Webb/Shultz)
2. Borough Council by a vote of 7-0 to approved the following requests:
 - a. a waiver for the submission of a Preliminary Subdivision and Land Development Plan (226-17, 19) for Chapel Pointe, 1020 Ritner Hwy., Carlisle. (Flower-Webb/Shultz)
 - b. a modification of § 226-24.A.8 (widening of Ritner Hwy. – ½ of 80 foot ROW). Chapel Pointe is proposing 30 foot, as per prior recorded Land Development Plan for Phase 1, which includes a 5 foot sidewalk easement. Staff is also recommending sidewalk be constructed at this time. (Flower-Webb/Shultz)

Mr. Craig Smith, Senior Associate, RGS Associates representing Chapel Pointe stated a letter was issued to Council proposing to defer sidewalk installation along Ritner Highway until future sidewalks are installed east of the development.

Councilor Landis was opposed to deferring the sidewalk installation, stating she would like to keep the future mind frame of smart growth. Discussion ensued among Council and staff and after hearing pros and cons, council was in agreement to require Chapel Point to install sidewalks in conjunction with the present construction.

- c. a Final Subdivision – Land Development Plan, submitted by RGS Assoc., on behalf of Chapel Pointe of Carlisle, located on 1020 Ritner Hwy., dated 5/29/19, subject to the conditions imposed by staff. (Flower-Webb/Shultz)

Solicitor Brenneman inquired if the applicant agreed to staff conditions. Mr. Smith replied that they were in agreement.

3. Borough Council voted 7-0 to grant a time extension request for the Wolf & Tiger LLC Final Land Development Plan at 1625 Ritner Highway, Carlisle. Extension shall be for a period of one year, expiring on July 10, 2020. (Flower-Webb/Shultz)

Mr. Mike Neidlinger, 589 Greyson Road, Carlisle, Pennsylvania, development owner, inquired if the extension could be expanded to five years. Concluding a discussion among Council and staff there was

agreement to only grant an extension for one year. Noting Wolf & Tiger LLC would be required to return in each year to request an additional extension.

4. Borough Council voted 7-0 to approve a waiver of requiring the submission, review, and approval of a Land Development Plan as per Section 226-14, 226-17, and 226-21 of the Subdivision & Land Development Ordinance (SALDO) for a proposed building addition for the Central PA Youth Ballet. (Flower-Webb/Shultz)

Mr. Nicholas Ade, CEO of Central PA Youth Ballet (CPYB), 912 Armstrong Road, Carlisle, Pennsylvania, noted the addition to the facility at 5 N. Orange Street would be used for an upgrade to the office space.

C. **ERCP:**

1. Borough Council voted 7-0 to adopt a resolution appointing Mr. Joel Hicks 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, 2023. (Guido/Shultz)
2. Borough Council voted 7-0 to adopt a resolution appointing Ms. Dana Culbertson to a partial term as an alternate member to the Carlisle Borough Zoning Hearing Board. The partial term will become effective immediately and shall expire December 31, 2019. (Guido/Shultz)

D. **Parks and Recreation Committee:**

1. Borough Council, by a roll call vote of 7-0, approved an ordinance authorizing the lease of the Thornwald Park Gatehouse. (Landis/Scott)

E. **Public Safety Committee:**

1. Borough Council, by a roll call vote of 7-0, adopted 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. (Scott/Guido)
2. Borough Council, by a roll call vote of 7-0, adopted an ordinance amending the Code of the Borough of Carlisle, with respect to Chapter 244, Vehicles and Traffic, establishing a 4-way stop for the intersection of South College and Walnut Street. (Scott/Guido)
3. Borough Council, by a roll call vote of 7-0, adopted an ordinance amending the Code of the Borough of Carlisle, adopted by Ordinance #2032, and thereafter amended, with respect to Chapter 244, Vehicles and Traffic, to add one on-street handicapped parking space on "C" Street that shall provide handicapped parking for patrons of the new Carlisle Distillery, LLC. (Scott/Guido)

F. **Public Works Committee:**

1. Borough Council voted 7-0 to award the lump sum construction contract for the Penn Street Water Tank Repainting Project to the lowest responsive bidder, Corrosion Control Corporation of Pedricktown, New Jersey, in the amount of \$143,100.00 (One Hundred Forty-Three Thousand, One Hundred dollars). (Fulham-Winston/Landis)
2. Borough Council voted 7-0 to approve a resolution granting staff permission to apply for a Commonwealth of PA Multi-Modal grant from the Commonwealth Financing Authority in the amount up to \$1,100,000 (one million one hundred thousand dollars) for transportation improvements to the intersection of N. Hanover Street, Clay Street, and N. Bedford Street. (Fulham-Winston/Landis)

3. Borough Council voted 7-0 to authorize the reduction of the financial security posted by PIRHL Developers, LLC. for its Carlisle Townhomes at Former Tire and Wheel Site development, in the amount of \$700,607.00 (seven hundred thousand six hundred seven dollars and zero cents). (Fulham-Winston/Landis)
4. Borough Council voted 7-0 to approve the purchase and installation of replacement plant sump pumps at the Wastewater Treatment Plant from Orchard Pump & Supply Co. Inc. of Camp Hill, Pennsylvania, for \$81,395.00 (eighty one thousand three hundred ninety-five dollars) through the Commonwealth of Pennsylvania's Cooperative Purchasing Program (COSTARS). (Fulham-Winston/Landis)

NEW BUSINESS

No new business

REPORTS FROM COUNCIL MEMBERS & STAFF

Councilor Landis offered that Carlisle is a great place to live, but especially in the summer because of the wonderful events that are offered to the community. She thanked all those behind the scenes to make all the events successful.

Councilor Fulham-Winston mentioned the first Pride Week was held in the Borough and it was a pleasure to attend. She described her recent visit to a recycling plant that gave her appreciation for recycling.

Councilor Guido thanked all who supported the annual festival at Company 45 and the Summerfair events.

Mayor Scott announced that the International Fellows from the Army War College would be at Borough Hall for a question and answer discussion regarding Borough government and functions.

Deputy Mayor Shultz noted the fireworks this year were awesome and hopes that this event grows in the future. He spoke of recent stormwater concerns in the Borough that stress the need for improvements.

Councilor Flower-Webb attended the recent Zoning Hearing Board meeting where two cases were heard.

ADJOURNMENT

There being no further business or public comment, the meeting adjourned at 7:40 p.m.

Timothy A. Scott
Mayor

Joyce E. Stone
Borough Secretary