

**BOROUGH OF CARLISLE  
COUNCIL MEETING  
August 8, 2019  
7:00 PM**

**MOMENT OF SILENCE**..... Councilor Crampsie  
**PLEDGE OF ALLEGIANCE TO THE FLAG**..... Councilor Crampsie

**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 07/11/19*

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

***Expenditures as of July 31, 2019***

<i>General Fund</i>	<i>\$ 968,231</i>
<i>Water Fund</i>	<i>\$ 413,163</i>
<i>Sewer Fund</i>	<i>\$2,173,924</i>
<i>Stormwater Fund</i>	<i>\$ 99,254</i>
<i>Solid Waste Fund</i>	<i>\$ 72,719</i>
<i>Capital Projects Fund</i>	<i>\$ 142,942</i>
<i>Parking Fund</i>	<i>\$ 26,370</i>
<i>Highway Aid</i>	<i>\$ 99,151</i>

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

- 1. Borough Council may authorize the release of up to \$160,000 (one hundred sixty thousand dollars) of Carlisle Housing Opportunity Corporation Sale Proceeds from East End I, East End II, and East End III for the renovation and associated costs of 149 North Pitt Street, for resale to a first-time homebuyer, who is income eligible and credit worthy. Approval is contingent upon the net sales proceeds being returned to the HOME sales proceeds account for future first-time homebuyer projects within Carlisle Borough and the Borough Solicitor’s satisfactory review and approval of all associated documents.*

**D. ERCP Committee:**

1. *Borough Council may accept the resignation of Mr. John Shugars from the Planning Commission effective July 1, 2019.*
2. *Borough Council may accept the resignation of Mr. Joel Hillison from the Municipal Authority effective August 7, 2019.*

**E. HARB:**

***The HARB recommends approval for the following item:***

1. *A request by Pamela Howard for a Certificate of Appropriateness at 35 S. Hanover St., to install a 36" x 24" double sided, projecting sign attached to the building on a wall mount scroll bracket. The sign will read "Exquisite Chocolates".*
2. *A request by Dino & Patricia Craig for a Certificate of Appropriateness at 30 W. Pomfret St., to build a 10 ft. X 14 ft. elevated second floor side egress and deck on the east side of the building. Metal and pressure treated wood will be used in construction of the stairs. Composite material will be used for the second floor landing. Egress is for the second floor residence only and not for the public. Railing to be installed to match railings of surrounding buildings.*
3. *A request by Brian Yuen for a Certificate of Appropriateness at 155 N Hanover St. to paint trim on the front of the building and install a new 14' 6" W x 16" H, wall sign: "Carlisle Area Family Life Center". Applicant to ensure that left and right, full length glass windows will remain partially / semi-transparent so as not be completely obscured by associated decaling / signage.*
4. *A request by R. Lauer for a Certificate of Appropriateness at 173 W. South St. to remove and replace, in-kind, 11.3 ft<sup>2</sup> of metal roof on the main house. The new metal roofing will be 24 gauge, AZ50 Galvalume slate gray. Replace rubber roof on porch with new 0.60 rubber, approximately 4 ft<sup>2</sup>.*
5. *A request by Mark Bayley for a Certificate of Appropriateness at 17 W. South St. to install stone veneer over the cinderblock wall under the front porch.*
6. *A request by Mark Farrell for a Certificate of Appropriateness at 137 N. Hanover St. to two (2) signs: (1) 60" diameter wall sign above the main door to read "Hook & Flask Still Works"; (2) 16" x 40" oval projecting sign, above glass garage door.*
7. *A request by Armeer & Taryn Farhat for a Certificate of Appropriateness at 22 W. Pomfret St. to: (a) build an ADA ramp access addition to the east side of the building; Roof structure will consist of fully adhered rubber membrane to match existing; All fascia, soffits, downspouts, gutters and exterior trim will be consistent with existing materials. The exterior façade of addition to be James Hardie Plank lap siding. Doors will be consistent with existing doors in style, size and material. Ramp will be of concrete to match existing concrete steps. All handrails and safety railings will be consistent with existing railing on the east side; (b) Install new 3' x 4' projecting / perpendicular sign to front of building.*
8. *A request by Rodney Jackson for a Certificate of Appropriateness for 1½ E. South St. to remove existing aluminum porch roof, posts and rails and replace with a new hip roof. Architectural shingles will be used on the roof, wood posts and railing will be installed. Wood will be painted to match the existing windows.*

9. *A request by Charles H. Wood, Jr. for a Certificate of Appropriateness for 237 S. Hanover St. to replace first floor windows on the front of the house with "Majesty" Harvey brand wood window with exterior aluminum clad over wood and will be one over one. Replace the side windows with Soft Lite Pro Series, energy efficient windows.*

***F. Public Safety Committee:***

1. *Borough Council may approve the special events/street closure request for the annual Halloween Parade sponsored by the Carlisle Parks and Recreation Department and the Borough of Carlisle. Event is scheduled for October 21, 2019 from 6:00 p.m. - 8:30 p.m. including staging time from 6:00 – 7:00 p.m. The parade will follow its traditional route. Approval is subject to the Borough receiving PennDOT approval for the street closure.*

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

None

**REPORTS FROM ELECTED OFFICIALS****A. Mayor's Report****REPORTS FROM COMMITTEES****A. Budget and Finance Committee:**

1. Borough Council may enter into an agreement between the Borough of Carlisle and Cumberland County on behalf of Victim Services, One Courthouse Square, Carlisle, Pennsylvania to establish a pilot-parking program in the Pomfret Street Parking Garage. This program will provide financial assistance to crime victims and witnesses for parking while attending various court functions.
2. Borough Council [may adopt 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 Management Companies as defined in the proposed ordinance. \(Roll Call Vote\)](#)
3. Borough Council may draft and advertise an ordinance amending Chapter 120-45 "Dumpster Permit" by inserting fourteen (14) days as the maximum time duration.

**B. ERCP Committee:**

1. Borough Council may appoint Mr. Gary McCormick to a partial term on the Borough's Sewer System Authority. The candidate's term shall become effective immediately and expire on December 31, 2020.
2. Borough Council may appoint Mr. David Maher to a partial term on the Borough's Planning Commission. The candidate's term shall become effective immediately and expire on February 28, 2023.

**C. Parks and Recreation Committee:**

1. Borough Council may award the bid for a three-year contract in an amount not to exceed \$71,330 (seventy-one thousand, three hundred thirty dollars) per year for lawn mowing and parking lot maintenance services for Borough sites to the low bidder, R&R Landscape, Irrigation & Lawn Care, LLC subject to the Borough Solicitor's satisfactory review and approval.

**D. Public Safety Committee:**

1. Borough Council [may adopt 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 at 51 W. North Street and remove two on-street handicapped parking spaces at 151 S. East Street and 140 W. South Street. \(Roll Call Vote\)](#)

- 2. Borough Council [may adopt 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 relocate an existing public handicapped parking space on W. High Street from the third metered parking space east of Pitt Street to the first metered parking space east of Pitt Street.](#) *(Roll Call Vote)*
- 3. Borough Council may authorize the closure of A Street between College Street and Ash Avenue on August 17, 2019 from 6:00 a.m.-2:00 p.m. for the Carlisle Church of God to hold a block party for the congregation and neighborhood. Approval is subject to the Church of God reimbursing the Borough of Carlisle 100% of the variable costs and 10% of the fixed costs of the traffic control and a Certificate of Insurance naming the Borough of Carlisle as an additional insured.
- 4. Borough Council may waive the Borough of Carlisle prohibition of public consumption and restriction of open containers of alcohol for the YWCA 100th Anniversary Celebration/beer garden event at G Street between Franklin Street and Factory Street. The block party was previously approved by Borough Council on February 14, 2019 to include music, food, and cultural events.

**E. Public Works Committee:**

- 1. Borough Council may approve the purchase of a Single Turner Valve Maintenance Trailer from Illinois Tool Works, Inc. d/b/a Wachs Utility Products of Lincolnshire Illinois, through the Commonwealth of Pennsylvania's Cooperative Purchasing Program (COSTARS), Contract Number 016-111 in the amount of \$64,500 (Sixty-four thousand five hundred dollars).
- 2. Borough Council may approve Compensating Change Order No.1 to adjust the estimated quantities included in the contract bid to equal the actual quantity of work completed on the 2019 Pedestrian Curb Ramp Rehabilitation unit price contract, increasing the total price by \$884.75 to \$122,499.75.
- 3. Borough Council may amend the Letort Interceptor Rehabilitation Project Construction Phase Engineering Services Contract Engineering Services Contract with Herbert, Roland and Grubic, Inc. (HRG) to provide on-site construction inspection services for the remaining lining work during the Project for an amount not exceeding \$15,000 (Fifteen-thousand dollars).

**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**

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

08	Council Meeting	7:00 p.m.
20	Pension Advisory Commission	5:30 p.m.
22	Planning Commission	5:30 p.m.
26	HARB	5:30 p.m.

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

02	Borough Hall Closed to Observe Labor Day	
04	Council Workshop Meeting	6:00 p.m.
05	Board of Appeals	5:00 p.m.
05	Zoning Hearing Board	6:30 p.m.
05	Parks & Recreation Board (Stuart Community Center)	7:00 p.m.
12	Public Hearing (IAC Rezoning)	6:45 p.m.
12	Council Meeting	7:00 p.m.
26	Planning Commission	5:30 p.m.
30	HARB	5:30 p.m.