

**BOROUGH OF CARLISLE
COUNCIL MEETING
April 10, 2025
6:00 PM**

MOMENT OF SILENCE..... Councilor Mellen
PLEDGE OF ALLEGIANCE TO THE FLAG..... Councilor Mellen

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, and 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 who wish to address Council come forward to the podium. 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 keep their comments brief, concise and must be limited to five minutes. This will permit everyone who wishes to speak an opportunity to do so.

PRESENTATIONS

CITIZENS 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:

Borough Council may approve the Borough Council Meeting Minutes from March 13, 2025.

**B. Approval of Bills and Investment Transactions:
Expenditures as of March 31, 2025**

General Fund	\$ 728,814
Water Fund	\$ 474,487
Stormwater Fund	\$ 45,270
Sewer Fund	\$ 452,013
Solid Waste Fund	\$ 294
Capital Project Fund	\$ 170,692
Parking Fund	\$ 22,525
K-9 Fund	\$ 581

C. Attendance Approvals

1. *Borough Council may approve travel for Luray Schlegel to attend the CIT International Conference in Anaheim, CA August 11 – 13, 2025.*
2. *Borough Council may approve travel for Lt. Joshua Bucher to attend the CIT International Conference in Anaheim, CA August 11 – 13, 2025.*

D. HARB recommends that Borough Council approve the following Certificates of Appropriateness:

1. *For Cumberland County Historical Society of 33 W. High St to replace gutters, repair windowsills, and convert dumpster bin to enclosed storage.*
2. *For David Wise of 78-80 E Pomfret St to replace facets on roof.*
3. *For Matthew Darhower of 152 N Hanover St to install a sign.*
4. *For William Weitzel of 114 S West St to replace fascia.*
5. *For Daniel and Shiri Levine of 121 S Pitt St to remove shifting brick on south wall to determine cause, and repair.*
6. *For William White of 151 E High St to construct a 16'x20' single story addition.*
7. *For Jeremy Stone of 153 W South St to replace roof, porch beams and deck.*
8. *For Christopher Allen and Diane Fleming of 36 S Pitt St to replace section of gutter.*
9. *For Peter Masters of 235 South Pitt Street to replace a fence.*
10. *For Richard Echevarria of 49 South Bedford Street to replace broken windowpanes.*

E. Budget & Finance

1. *Borough Council may consider approving a Letter of Amendment to extend the term of agreement with Delta Development Group for an additional twelve months retroactive to April 5, 2025.*

F. Public Safety

1. *Borough Council may authorize the annual Halloween Parade sponsored by the Carlisle Parks and Recreation Department and the Borough of Carlisle scheduled for October 22, 2025, from 7:00 p.m.-8:30 p.m. including staging time from 6:00 – 7:00 p.m. The street closures include: Garrison Lane, East North Street to North Hanover Street to South Hanover Street, Porter Avenue and North Spring Garden Street. Approval is contingent upon Penn DOT's approval.*
2. *Borough Council may approve the May 26, 2025, Memorial Day Parade from 8:00 a.m. – 11:30 a.m. as outlined in the Special Events Application and contingent upon the receipt of a valid Certificate of Liability Insurance form naming the Borough of Carlisle as an additional insured.*

3. *Borough Council may approve the Carlisle Holiday Parade sponsored by the Borough of Carlisle on Thursday, December 4, 2025 from 7:00 p.m. – 8:30 p.m. (Line up occurs at 6:00 p.m.) The street closures include: Garrison Lane, East North Street to North Hanover Street to South Hanover Street and Porter Avenue and North Spring Garden Street. Approval is contingent upon Penn DOT's approval.*
4. *Borough Council may authorize the closure of the first block of West Pomfret Street from South Hanover Street to the Pomfret Street Parking Garage on June 14, 2025, from 12 Noon to 8:00 p.m. for a community event.*

Approval shall be contingent upon the receipt of a valid Certificate of Insurance, naming the Borough of Carlisle as an additional insured and the applicant reimbursing the Borough 100% of the variable costs and 10% of the fixed cost associated with this event, and subject to final review and approval of the Borough Manager.

G. Public Works

1. *Borough Council may adopt a resolution committing to provide a local match of up to fifteen percent (15%) of the total estimated cost of construction for a Basin 2 Phase 2 Sanitary Sewer Rehabilitation Project if the Borough is successful in securing a PA Small Water and Sewer Project Grant from the Commonwealth Financing Authority for the Project. The local match would equal Eighty-Six Thousand Two Hundred Fifty Dollars (\$86,250).*

REGULAR AGENDA

TABLED, CONTINUED, AND RECURRING ITEMS

1. Borough Council may consider removing from the Table a Resolution opposing any action to be taken over the Gaza Strip. This Resolution was Tabled during the March 13, 2025, Council Meeting.

REPORTS FROM ELECTED OFFICIALS

A. Mayor's Report

REPORTS FROM COMMITTEES

A. Budget & Finance

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 extend the 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 temporarily restrict parking at fifteen (15) parking meters in the Pomfret Street Parking Lot on April 16, 2025, from Noon until 11:59 pm, to support an event hosted by the Carlisle Regional Performing Arts Center, Inc (Carlisle Theatre). Approval shall be contingent upon the receipt of a valid Certificate of Insurance Form, naming the Borough of Carlisle as an additional insured and the applicant reimbursing the Borough 100% of the variable costs and 10% of the fixed costs associated with this event.
3. Borough Council may approve a proposal from Keystone Ridge Designs for the purchase of Bike Rack Bollards for \$99,882 (Ninety-Nine Thousand Eight Hundred Eighty-Two Dollars) through the Commonwealth of Pennsylvania's Cooperative purchasing program (COSTARS #014-E23-301), subject to the final review and approval of grant funding agencies and the Borough Solicitor.

B. Economic Development

1. Borough Council may adopt an ordinance approving an Agreement by and between the Downtown Carlisle Association [DCA] and the Borough of Carlisle [Borough] retroactive to January 1, 2025, through December 31, 2025. *(Roll Call Vote)*

C. Parks & Recreation

1. Borough Council may approve an Agreement with Lakeyva Davis, Aunye Stackfield, and Kristin Archie to place and operate no more than two vending machines at Memorial Park subject to the Borough Solicitor's final review and approval.
2. Borough Council may authorize an addendum to the lease between the Borough of Carlisle and Hope Station Opportunity Area Neighborhood Council for the railroad building known as Hope Station in Memorial Park.

3. Borough Council may approve a proposal from General Recreation, Inc. for the purchase of playground equipment at Heberlig Palmer Park for \$61,755 (sixty-one thousand, seven hundred fifty-five dollars) through the Commonwealth of Pennsylvania's Cooperative purchasing program (COSTARS #122659), subject to the final review and approval of funding agencies and the Borough Solicitor.
4. Borough Council may approve a proposal from Willow Playworks for the installation of playground equipment at Heberlig Palmer Park for \$123,568.75 (one hundred twenty-three thousand, five hundred sixty-eight dollars and seventy-five cents) through the Commonwealth of Pennsylvania's Cooperative purchasing program (COSTARS # 366359), subject to the final review and approval of funding agencies and the Borough Solicitor.

D. Public Safety

1. Borough Council may adopt an ordinance establishing a temporary parking ban affecting certain borough streets in conjunction with Carlisle Productions' 2025 Schedule of Events. *(Roll call vote)*
2. Borough Council may approve the purchase of a TruNarc Handheld Narcotics Analyzer in the amount of \$43,480 (Forty-Three Thousand Four Hundred Eighty Dollars) from ThermoFisher Scientific.
3. 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 remove one (1) on-street handicap parking space at 165 West North Street and create two (2) on-street handicap parking spaces at 331 East Louther Street and 15 McBride Avenue. *(Roll Call Vote)*

E. Public Works

1. Borough Council may approve a unit price construction contract with Asphalt Maintenance Solutions, LLC. of Center Valley, Pennsylvania for the 2025 Street Maintenance Program, in the amount of \$9.98 per square yard of applied surface, under the CapCOG 2025 Ultra-thin Bonded Wearing Course Application Contract.
2. Borough Council may retroactively approve the Mayor's execution of the proposal for flow metering services by Mr. Rehab, LLC. of Mechanicsburg, Pennsylvania, for the installation of 4 flow meters, data collection and submittal of flow monitoring reports on sanitary sewer system inflow and infiltration for a cost not to exceed \$28,980.00 (Twenty-Eight Thousand Nine Hundred and Eighty Dollars).
3. Borough Council may approve the purchase and installation of additional related assembly components for the proprietary Kruger/Hydrotech Discfilter System from Veolia Water Technologies, Inc. dba Kruger for \$92,808.48 (Ninety-Two Thousand Eight Hundred and Eight Dollars and Forty-Eight Cents).
4. Borough Council may retroactively approve the Borough Manager's execution of Change Order No. 1 – Final to the Area 2 Phase 1 Sanitary Sewer System Rehabilitation Project, Contract B2-1, to adjust the estimated quantities included in the spot repair contract bid to equal the actual quantity of work completed on the unit price contract, decreasing the total contract price by \$195,128.96 (One Hundred Ninety-Five Thousand, One Hundred Twenty-Eight Dollars and Ninety-Six Cents).
5. Borough Council may award the unit price construction contract for the 2025 Curb and ADA Pedestrian Ramp Rehabilitation Project to the lowest responsive bidder, Porter Construction, LLC. of Mount Holly Springs, Pennsylvania, in the amount of \$147,287.00 (One Hundred Forty-Seven Thousand Two Hundred, Eighty-Seven dollars).

F. Sustainable Community & Economic Planning

1. Borough Council may consider enacting an ordinance amending the Code of the Borough of Carlisle, Chapter 255, by amending the zoning map through rezoning specified parcels to UM Urban Mixed Use District Zoning for Tax Parcel Numbers 03-21-0318-142, 03-22-0487-009, and 03-22-0487-010 from C-2 Shopping Center/Mixed Use to UM Urban Mixed use. *(Roll Call Vote)*
2. Borough Council may direct the Borough Solicitor to draft and advertise text amendments to the Carlisle Zoning Ordinance in accordance with the Pennsylvania Municipalities Planning Code and furthermore, Schedule a public hearing on July 10, 2025, at 5:45 p.m.

NEW BUSINESS - This section includes citizens who would like to address Council on any matter relating to Borough government. Comments under this section are governed according to the requirements under Opportunity for Citizens and Visitors to be Heard.

REPORTS FROM COUNCIL MEMBERS & STAFF

ADJOURNMENT

Apr-25 – (All meetings will be held at Borough Hall unless otherwise noted.)

15	Sewer Authority @ Water Pollution Control Facility	4:00 PM
16	Municipal Authority @ Water Treatment Plant	5:00 PM
24	Planning Commission	5:30 PM
30	Borough Council <i>May Workshop</i>	6:00 PM

May-25 – (All meetings will be held at Borough Hall unless otherwise noted.)

1	Board of Appeals-*pending submissions	5:00 PM
1	Parks & Recreation-Stuart Community Ctr	7:00 PM
1	Zoning Hearing Board	6:00 PM
5	HARB-Historical Architectural Review Board	5:30 PM
5	Human Relations Commission	1:00 PM
8	Borough Council Meeting	6:00 PM