Navigating the COVID-19 Pandemic

As the COVID-19 pandemic reached Pennsylvania in early March, the Borough of Carlisle had to adapt quickly. In addition to the regular tasks involved in running the day-to-day operations of the Borough, our staff made major adjustments to their everyday operations.

Leading the Borough’s emergency response efforts is Carlisle Fire Department Chief Jeff Snyder. Chief Snyder serves as the Borough’s Emergency Operations Coordinator. In “typical” emergencies such as snow or severe weather, Chief Snyder leads the effort, relying on the county and state government only when necessary. COVID-19 is a different kind of emergency where the Borough is at the bottom of the command chain, following guidance from the Centers for Disease Control, the Pennsylvania Department of Health, and Cumberland County government.

A large part of Chief Snyder’s job during this pandemic is ensuring Borough employees have the necessary personal protective equipment to allow them to do their jobs safely. He also helped coordinate the items necessary for transitioning the Stuart Community Center into a temporary shelter for Community CARES. (See page 2 for more).

While non-essential businesses were closed, Borough Hall and the Community Center closed their doors to the public. Business that was once conducted in-person was now done over the phone, through e-mail, and through the Borough website. To comply with social distancing, several Borough employees began teleworking. Staggered shifts were also implemented to limit the number of employees in a Borough building at any one time.

To ensure our residents have access to clean water, essential in public health emergencies, the Borough placed a temporary moratorium on utility terminations and waived all late fees. Also, parking enforcement was suspended and residents could use the Pomfret Street Garage for free.

While the playground equipment at our parks was closed due to COVID-19, the parks and trails remained open. Residents of the Borough were able to enjoy our parks while practicing social distancing.

During the shutdown and Stay at Home orders, many local businesses pivoted their operations to allow for online shopping, takeout, and delivery. The Borough provided parking meter bags to those businesses offering curbside to reserve the parking spot in front of the establishment, allowing for convenient pick-up.

As the Stay at Home orders continued, we heard from many residents looking for ways to purchase Borough trash bags without leaving their homes. We were able to put together options for residents, allowing them to order Borough bags either over the phone or online. Borough staff either mailed the bags or delivered them to residents’ doors, allowing them to avoid unnecessary trips to the grocery stores for Borough bags.

Cumberland County and Carlisle Borough entered the “Green” phase of reopening on June 12. As of the printing of this publication, Borough Hall is open to the public with limited access. For the latest updates to operations, visit our website, www.carlislepa.org, and click on COVID-19.

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Visit us on the web: www.carlislepa.org

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Carlisle Borough and Community CARES Team Up to Provide Shelter

During the COVID-19 pandemic, Carlisle Borough and Community CARES collaborated to transition the Stuart Community Center, located at 415 Franklin Street, into a temporary shelter operation. This temporary transition assists the nonprofit emergency homeless shelter’s mission to provide services to those living without a permanent shelter or who are at risk of losing their shelter in Cumberland County.

“What began as a call for a portable handwashing station installation at CARES to assist with hygiene needs due to the pandemic grew into a more in-depth conversation on the homeless community’s lack of access to hygiene and social distancing issues within the CARES facility”, stated Borough Manager Susan Armstrong. The call, which was initiated by CARES Executive Director Beth Kempf to Armstrong and Emergency Management Coordinator Chief Jeff Snyder, was in response to the COVID-19 pandemic and Kempf’s concerns and desires to follow the vital guidelines and order set by Governor Wolf for social distancing and sheltering in place while addressing basic health necessities. Several calls followed between the two entities’ staff, the Mayor, Deputy Mayor and Council and the groups worked together to make the transition happen.

Chief Snyder quickly procured items thorough the Federal Emergency Management Agency, including cots for the residents to sleep on.

The Community Center had been closed to the public beginning in mid-March, but the Parks and Recreation staff remained on site. Under the lead of Armstrong and Parks and Recreation Director Andrea Crouse, staff had an action plan in place within 30 hours to relocate from the Community Center and transfer all necessary IT related equipment, files, etc. to their new temporary home, Town Hall.

Speaking on behalf of Borough Council, Deputy Mayor Sean Shultz stated, “Government is often criticized for being slow to react. In this instance, the Carlisle Borough government was able to respond within a matter of days of learning of a need. This is a great example of how our organization has once again stepped forward to be part of a solution.”

Community CARES utilized the space until early July, and the Stuart Community Center is again being utilized for children’s and other programming.
Public Meetings Go Virtual

Each month, several public meetings take place at Borough Hall. Borough Council meets for their Workshop and regular meetings and the Planning Commission, Zoning Hearing Board, and Historical Architectural Review Board hold their required public meetings in the building. With the arrival of COVID-19 and the associated shutdown orders and social distancing guidance, the Borough had to make some big adjustments to continue holding these meetings.

Beginning in April, the Borough held these public meetings using Zoom, a web-based teleconferencing program. Meeting participants can join the meeting from their own home or office, allowing for social distancing. Those members of the public wishing to participate in the meeting would contact the Borough Secretary and be able to view the meeting and provide public comment and feedback, just as they would if the meeting was held in-person.

Additionally, the Borough Council meetings were livestreamed to the Borough’s social media channels, so those interested could watch the meeting at their convenience. Approximately 30 to 60 people viewed these meetings as they are happening live, which is a larger audience that the in-person meetings. The meeting videos were viewed several hundred times after the broadcast! The meetings remain available on the Borough’s YouTube channel for interested parties to view.

Currently, public meetings are still utilizing Zoom, but the public is welcome to attend in person. There is a limit of 21 people and visitors must practice social distancing and wear a mask. If you do not have a mask, we will provide you with one.

Parks & Recreation Program Modifications

As Cumberland County has transitioned to the Green phase of Governor Wolf’s reopening plan, restrictions and precautionary measures remain.

These continued restrictions weighed heavily upon the difficult decision to keep the Carlisle Community Pool closed for the season. Social distancing, capacity limitations, sanitation requirements, the time needed to certify lifeguards, and fiscal challenges all factored into the decision.

Currently, playground equipment in our Borough parks is open. The spray pools at Biddle Mission, LeTort, and Memorial Parks are now open daily from 11:30 AM until 7:30 PM. The tennis, pickleball, and basketball courts are also open in the green phase. Please continue to practice social distancing and the use of hand sanitizer while accessing our parks and amenities.

The Summer Day Camp and Memorial Park Playground programs began in early July. More information can be found on the Borough’s websites. The Stuart Community Center has reopened to the public and pavilions and facilities can be rented again.

This year’s Summer Artist Series was prerecorded and is available on the Parks and Recreation Facebook page, as well as the Borough’s website.

You can find the latest status of operations by visiting www.carlislepa.org and clicking on “Parks & Recreation” and following Carlisle Parks and Recreation on Facebook.
The Road to Small Business Recovery

As statewide restrictions lift, the Carlisle small business community works to safely and successfully reopen its doors.

During the Stay at Home Orders, businesses classified as non-essential were forced to close their physical locations. Business owners quickly found ways to adapt. While in-person dining was prohibited, local restaurants were able to continue operations by providing delivery and curbside pick-up. Other merchants turned to online sales and offered shipping and no-contact delivery of their wares.

As restrictions loosen and retail can operate again, businesses are reopening while adhering to new public health guidelines. Retail stores can open, but must limit their capacity. As of publication, outdoor seating is available at restaurants and indoor seating is available at 25% capacity.

The Borough of Carlisle is dedicated to working with our small business community to help them recover from this public health crisis. The Borough will use approximately $150,000 in Federal CARES Act funds to support local businesses and other entities in the form of grants or forgivable loans.

At the end of May, the Borough held the first of several meetings to discuss additional recovery strategies with small business owners. Carlisle’s business community is very diverse and not every strategy will be appropriate for every business, so input from all businesses was crucial.

Recovery strategies implemented to date include:

- Temporarily lifting Section 78-3 of the Carlisle Borough Code to allow for open containers of liquor, malt, or brewed beverages on public sidewalks adjoining public streets in the C-1 Business District. The alcohol must be purchased from a restaurant, brewery, or distillery in the C-1 district.
- Temporarily suspending the Borough’s Sidewalk Ordinance to allow businesses in the C-1 district to waive the permit fee, allow for use of adjacent sidewalk areas if approved by the property owner, and providing a 15-day extension for submission of the appropriate application.
- Modifying the Carlisle Borough Park User Agreement to allow small businesses to utilize the Borough’s parks for conducting business activities and practicing appropriate social distancing.
- Continue to offer downtown parking provisions including free long-term parking at gold meters and use of the Pomfret Street Garage and allow for the bagging of meters at businesses offering curbside pick-up.

National Night Out, an annual event focused on strengthening relationships between police and the communities they serve, is typically held on the first Tuesday of August. Due to COVID-19 and associated restrictions, the Carlisle Borough Police Department is postponing this year’s festivities until at least October. Look for future updates on our website and social media.
Downtown Carlisle is
Open for Business!
The Borough of Carlisle, the Carlisle Area Chamber of Commerce, and the Downtown Carlisle Association are dedicated to the re-opening of Pennsylvania’s economy in a safe and measured process.

As you come downtown again to discover or rediscover what we have to offer, please follow all CDC and Pennsylvania Department of Health guidelines. Masks should be worn at all times inside stores and when entering restaurants. Maintain the 6’ distance as you pass people on the streets or stand in line. Continue to practice proper hand-washing and hand sanitizing. Our Downtown merchants have taken extreme cautions to retrofit their establishments for your safety, shopping, and dining.

Together we will stay open. Together we will begin to rebuild downtown, the economy, and relationships that have been put on hold. Our Open & Together message states how we are bound together as a business community to overcome this challenge. Main Streets across America are facing the same challenges we are. Go out, support local, support your neighbors.

Special thanks to all of those who have helped support our local business community. We are Open & Together!

Coming Together for Carlisle
Throughout the COVID-19 pandemic, the Borough has constantly updated our policies and procedures to ensure the health and safety of our residents and employees and to continue to provide essential services.

The Borough continues to collaborate with community organizations and stakeholders to ensure the Carlisle community navigates the pandemic and comes out stronger on the other side.

In mid-March, the Borough joined together with the United Way to form the Carlisle Area Emergency Response Fund Committee (CAERF). CAERF, spearheaded by Borough Councilor Joel Hicks, addresses and funds emerging health-related needs within our community. The Borough partnered with United Way to identify a line of discretionary funding that could be dispatched quickly to the most critical needs created by COVID-19. As of the printing of this publication, the CAERF fund has raised $112,000!

The Borough is also working on initiatives involving topics ranging from small business recovery to addressing food distribution and security. Partners in this work include Dickinson College, Cumberland County Housing and Redevelopment Authority, Carlisle Area Chamber of Commerce, Downtown Carlisle Association, and the Cumberland Area Economic Development Corporation.
Exploring Carlisle on Two Wheels

Have you traveled through Carlisle on two wheels yet? Carlisle Borough is home to many excellent cycling opportunities, including our 15-mile bicycle and pedestrian trail. The trail network, made up of both off-and-on road trails, connects the Borough’s parks, schools, and downtown. Hit the trail at any one of our Borough parks!

While out on your bicycle, it is important to practice safety. Bicycle helmets are required by law for all riders under the age of 12. However, it is recommended that all riders wear a helmet while riding.

Following the rules of the road is important as well. Remember, a bicyclist must obey all traffic laws, just like drivers. Cyclists must ride with the flow of traffic as well as stop at all stop signs and red lights.

When cycling, be sure to use hand signals when turning or stopping. Bicyclists are required to operate their bikes in the right-hand lane or as close to practical to the right-hand curb. When riding your bike through downtown Carlisle, this means using designated bike lanes when available.

When it comes to riding in groups, the Pennsylvania Vehicle Code states that riders “shall not ride more than 2 abreast except on paths or parts of roadways set aside for the exclusive use of pedal cycles.” As the Borough’s bike lanes are not wide enough for two riders, we recommend riding in single-file.

Bicycles and cars must share the road, so it is important that those on two wheels and those on four wheels work together to ensure safety for all.

Who has the right-of-way, a motorist or a bicyclist?
The answer is neither. Bicyclists must follow the same rules of the road as drivers. The facts and circumstances of the situation dictate who has the right-of-way.

If a motorist is making a right-hand turn and the bicyclist is in the lane to the right of the motorist going straight, who yields-the motorist or the cyclist?
The bicyclist has the right-of-way in this situation. However, having the right-of-way may be of little consolation if the driver turns right and runs into the cyclist.

The problem or safety risk for bicyclists is that motorists are either unaware or do not care that a bicyclist has a right to ride on the road/street. Bicyclists must ride defensively and exercise caution. Bicyclists must assume that motorists will not yield to them in traffic.

Do bicyclists have to yield to pedestrians?
Yes. Just like motorists, bicyclists must yield to pedestrians.

Can a motorist pass a bicyclist on the road?
Motorists can pass bicyclists, but according to the Pennsylvania Vehicle Code, they must allow four feet of distance when overtaking a cyclist.
**Valley Meadows Pump Track in Design Phase**

Did you know that a pump track is being eyed for installation at Valley Meadows Park?

The Borough of Carlisle continues to support the Cumberland Youth Cycling Development (CYCD) for the installation of a self-contained bicycle track on the northeast corner of Valley Meadows Park. CYCD will be responsible for raising all the necessary funds for the design, construction, and maintenance of the track.

CYCD was previously awarded a grant from the Cumberland Area Economic Development Corporation and is working on obtaining additional grants.

Pump tracks, self-contained bicycle circuits, feature hills and curves and can be ridden by both beginning and advanced riders. A pump track helps riders work on their momentum and balance in a safe environment.

**Borough’s Compost Facility Remains Open**

The Borough’s Post Road Compost Facility has been able to continue operating during the COVID-19 pandemic. The outdoor site lends itself well to social distancing and many of our residents were spending their time at home working on their yards! Borough residents can use the site to drop off leaf and yard waste and pick-up mulch. Approximately once a month, the Compost Facility will offer loading assistance for residents. Check our website and social media for dates and times.

Summer Hours are currently underway and run through Saturday, August 29.
- Wednesdays: Noon to 8:00 PM
- Thursdays: 7:00 AM to 3:30 PM
- Saturdays: 7:00 AM to 3:30 PM

Fall Hours begin Wednesday, September 2 and run through Saturday, December 12
- Wednesdays: 9:30 AM to 5:30 PM
- Thursdays: 7:00 AM to 3:30 PM
- Saturdays: 7:00 AM to 3:30 PM

*The Borough’s Fall Brush Collection and Leaf Collection programs will begin in October. Look for more information on our website.*

**New Recycling Containers Delivered; Additional Containers Available for Purchase**

In April and May, Borough crews delivered new recycling containers to properties that fall under our “Pay As You Throw” program (PAYT). Two styles were delivered— a 35-gallon wheeled toter with a lid and an 18-gallon container with a hinged lid.

The contract between the Borough of Carlisle and Waste Connections requires recycling materials to be placed in the designated toter or bin. **Beginning Monday, August 31, as noted in the current contract with the Borough’s trash hauler, Borough residents will be required by Waste Connections to use only the designated toters and bins.** Due to the COVID-19 pandemic this extension was granted from the original April 1, 2020 deadline.

In response to a number of inquiries from residents, a limited supply of bins and toters can be purchased at Borough Hall. The 35-gallon toters cost $66/each and the 18-gallon bins cost $30/each.

*Questions regarding trash and/or recycling should be directed to 717-240-6930.*
As part of the Carlisle Connectivity Project, three separate roundabouts are planned for construction in Carlisle Borough. The TIGER Project phase features a 3-point roundabout at B Street and Fairground Avenue and a 4-point roundabout at B Street and North College Street. The Project One phase, set to begin later this year, includes a 5-point roundabout at the intersection of North Hanover Street, West and East Penn Streets, and Fairground Avenue.

Say the word roundabout and you are likely to get quite a reaction! People generally have strong feelings about this particular traffic feature. We want to address some of the most frequently asked questions about roundabouts for you so you can navigate them confidently and safely.

**What is a roundabout?**

A roundabout is a circular intersection wherein traffic moves counterclockwise around a central island. Roundabouts can be uncontrolled or they can include road signs that help direct vehicles. Roundabouts have specific design elements that require vehicles to approach and proceed through the intersection at slow speeds, increasing safety and efficiency.

**How do I enter a roundabout?**

Entering a roundabout requires the same skills as making a right turn out of a driveway. Yield first to pedestrians, then check for traffic approaching from the left. If there is traffic, yield and wait for a gap to enter. No traffic coming? Make the turn and enter the roundabout.

**Who has the right-of-way in a roundabout?**

First, any pedestrians crossing the street always have the right-of-way. Drivers and cyclists must yield to them before entering the roundabout.

When entering the roundabout, traffic already in the circle has the right-of-way. Yield to all vehicles and cyclists before entering.

If you are entering the roundabout at the same time as an emergency vehicle that’s flashing its lights and/or a siren, the emergency vehicle has the right of way.

**What about tractor-trailers or fire trucks? They must be too big to travel through a roundabout?**

Roundabouts are designed to accommodate vehicles of all sizes, including emergency vehicles, buses, farm equipment, and tractor-trailers. Most roundabouts are constructed with a truck apron, a raised section of pavement around the center island that acts as an extra lane for large vehicles. The back wheels of oversized vehicles can ride up on the truck apron so the vehicle can easily complete the turn.

**Didn’t New Jersey recently get rid of their roundabouts because they caused so many problems?**

No, New Jersey began removing traffic circles in certain areas. Traffic circles and roundabouts are not the same things.

Traffic circles are much larger than modern roundabouts. They have high-speed entry points and multiple lanes that allow for lane changes. Traffic circles and their merging patterns are confusing, with motorists already inside the circle may have to yield to motorists entering the circle. Traffic circles also see a greater incidence of high-speed crashes.

It is also worth noting that many of the traffic circles in New Jersey are being phased out in favor of roundabouts.

**Will roundabouts reduce traffic congestion?**

It is possible roundabouts could reduce congestion. Roundabouts provide a continuous flow of traffic and allow more cars to move through the intersection.

However, improving traffic flow and reducing traffic congestion is not the reason for installing roundabouts. Safety is the primary reason; roundabouts are safer for pedestrians, cyclists, and motorists. A recent study by the Pennsylvania Department of Transportation reported a 34% drop in in the number of accidents at 19 roundabouts on state roads. In addition, 83.5% of those accidents included no reportable injuries; only property damage. That number rose from 50% three years ago when traditional intersections were in place!
Looking Out For Leaks

During 2019, the Borough’s Water Resources Department continued its ongoing leak detection program of finding and fixing system leaks. Staff efforts saved up to 1.5 million gallons per day of water by finding and repairing 28 mainline leaks and replacing five leaking system valves. So far in 2020, the Department has identified and repaired 9 system leaks through April.

The Borough’s infrastructure includes 76.5 miles of underground water lines and 68.9 miles of underground sewer lines. Most of these lines run underneath Borough streets. Water leaks are detected using equipment that isolates leak locations based on sound. Sewer leaks are detected using a mobile “television” camera which travels through the sewer lines.

Leaks in water lines drive up the Borough’s water treatment costs, while leaks in sewer lines can cause groundwater contamination. Sewer leaks also allow groundwater into the sewer collection system (called “inflow and infiltration”), which can dramatically increase flows to wastewater plants and thereby increase treatment costs. For these reasons, the State Department of Environmental Protection (DEP) monitors water loss, as well as inflow and infiltration, requiring water and sewer system operators to keep them below acceptable levels.

When a leak is detected in a water or sewer main, the Borough repairs the leak. However, when a leak is detected in a service lateral which connects to the main, that repair is the homeowner’s responsibility for the entire sewer service line, and for the part of the water service line that runs from the Borough’s exterior shutoff valve at the curb or sidewalk to the property. This maintenance responsibility is a common arrangement between water and sewer system operators and property owners. Unfortunately, repairs can be very costly for residents, sometimes totaling several thousand dollars.

There are for profit companies that offer insurance policies to help property owners pay for some of these repairs. The decision on whether to purchase a water or sewer lateral insurance policy rests with the individual property owner and should consider their financial situation, the age and material makeup of their service lines, and the level of risk they are willing to accept.

Be Water Wise

Check for leaks in your house.

Small leaks can lead to big problems!

<table>
<thead>
<tr>
<th>Diameter of Stream</th>
<th>Gallons</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/4&quot;</td>
<td>1,181,500</td>
</tr>
<tr>
<td>3/16&quot;</td>
<td>666,000</td>
</tr>
<tr>
<td>1/8&quot;</td>
<td>296,000</td>
</tr>
<tr>
<td>1/16&quot;</td>
<td>74,000</td>
</tr>
</tbody>
</table>

A continuous leak from a hole this size would, over a three-month period, waste water in the amounts shown above.

Water Meter Upgrades

Carlisle Borough has approximately 6,583 water meters installed in properties that are serviced by the Borough’s water and sewer systems. Water meters are used to measure the actual water consumption of each Borough water/sewer customer. Our Finance Department then uses this measured consumption to bill customers for their water usage based on water rates established by Borough Council.

Over a two-year period beginning in 2011, the Borough installed Sensus iPERL water meters. These meters, guaranteed to be accurate for at least 20 years, contain several features not presently used. One of those features is wireless communication capabilities. As part of the Borough’s 2020 Capital Improvement Budget, $200,000 was earmarked to upgrade our current meters and take advantage of this feature. In February, Borough Council approved the purchase and installation of the Sensus FlexNET water meter network communication system and up to 825 water meter transmitters.

The transmitters will be placed on existing water meters and will allow metering data to be sent automatically into the Borough’s utility billing software, rather than manually going to each meter to download the data. Benefits of this system include elevated customer service. If water consumption spikes in the middle of a billing cycle, a flag can be generated to notify residents of unusual water consumption caused by leaks. The transmitters will also lead to increased efficiencies. Currently, the water meter reading process is time-consuming and ties up our Water Resources Field Operations staff who could be performing other duties.

The water meter transmitters will be installed on all meters in phases over the next three years.
Carlisle Connectivity Project Back Underway

The TIGER Project portion of the Carlisle Connectivity Project began getting underway right when the COVID-19 hit Pennsylvania. This project includes improvements to Fairground Avenue north of the railroad tracks and B Street improvements from Carlisle Springs Road north to College Street. The project also features a 3-point roundabout at B Street & Fairground Avenue and a 4-point roundabout at B Street & North College Street. (For more information on roundabouts, see page 8).

The Borough held pre-construction meetings with contractors and stakeholders of the TIGER Project, as well as public outreach meetings for residents in the construction areas. Pre-construction surveys had begun but needed to halt due to the shutdown.

On June 15, fieldwork on the TIGER Project began. The first step is a water line replacement on B Street from West Street east to Fairground Avenue and on Fairground Avenue from B Street south to the railroad tracks and other utility relocations (PPL, Comcast, Verizon, CenturyLink, etc.). The next stage of construction will involve installing stormwater piping and features, new curbing and sidewalk, and new signage in the area of B Street from Factory to West Street.

Project One, the next phase of the CCP, includes improvements to the intersection of North Hanover Street and Carlisle Springs Road, as well as a 5-point roundabout at North Hanover, West and East Penn Streets, and Fairground Avenue. We will continue to provide updates on these projects through press releases, our website, social media, and future editions of the Gazette.

Traffic & Pedestrian Improvements Ramp Up

In addition to the TIGER Project, the Borough has several other construction projects occurring this summer.

Replacement of the decorative crosswalks at the intersection of High and Hanover Streets occurred in late July. Highly visible crosswalks are an essential tool for helping pedestrians move safely, conveniently, and predictably across roadways. Marked crosswalks also alert drivers to expect crossing pedestrians. The Borough installed the existing decorative crosswalks at High and Hanover in 2011 as part of the Road Diet project. These markings have deteriorated to the point where most are not visible. Borough staff selected a through-color, polymer-modified resin system for increased longevity.

Replacement of Pedestrian Curb Ramps to conform with current mobility and accessibility standards is planned to start in late June on streets targeted for resurfacing during 2020. The majority of these ramps will be replaced through a contract awarded recently by Carlisle Borough Council following a competitive bidding process. Additional ramps will be replaced by Borough staff.

Resurfacing of Borough Roads. COVID-19 impacts have forced revisions to our original plans for 2020 Road Maintenance because we are not able to complete necessary utility upgrades in time to resurface these affected streets this year. A modified list of streets which do not require replacement of underground utilities has been prepared. These streets will be resurfaced in late summer or very early fall under contracts for milling/paving or microsurfacing awarded through the Capital Region Council of Governments (CapCOG) competitive bidding process.

Traffic Signal improvements at the High and Orange Street Intersection restarted following Covid-19 related delays and is expected to be completed by early fall. The project replaces the traffic signals at this intersection to address vehicle detection obstruction issues caused by the railroad overpass. A left turn lane has been added to the northbound approach in order to improve traffic flow.

Look for updates on future projects in future press releases, as well on the Borough’s website and social media.
## Rental Housing Ordinance Vote On Hold Due to COVID-19

Throughout 2019 and the beginning of 2020, Borough Council and staff worked on revising the Borough’s Rental Housing Ordinance. The Borough’s current rental housing ordinance was adopted in January 2012 for the purpose of regulating dwelling units within Borough limits. The revisions to the ordinance focus on maintaining and improving the health and safety of the Borough’s rental housing stock. The center of discussion has been creating a mandatory licensing and inspection program for rental property owners.

Community engagement and public input have played a large role in designing the rental housing ordinance amendment. The Borough heard directly from property owners, tenants, and others who may be affected by this proposed ordinance during public meetings throughout 2019 and early 2020. Their suggestions were taken into consideration while drafting the ordinance amendment. The ordinance amendment was advertised for public comment shortly before the COVID-19 situation arose, so the vote has been delayed to a future date. This delay will allow interested parties to provide in-person feedback on the proposed ordinance.

The proposed ordinance is available for viewing on our website by clicking on Government and then Borough Ordinances. At the time of printing of this publication, no action has been taken by Borough Council on the Rental Housing Ordinance. Look for updates on our website and in future publications.

## Property Maintenance: Who is Responsible?

If you rent a property, do you know what your responsibilities are and what the property owner is responsible for? Here are a few common property maintenance issues.

### OWNER:

- Vacant structure and land.
- Maintain accessory structures in good repair.
- Inoperative/unlicensed vehicles (although in obvious cases the tenant would be in violation).
- Graffiti.
- Swimming pool fencing or stagnant water.
- Exterior of structure maintained in good repair.
- Tree maintenance
- Premises identification (address should be minimum of 4 inches high.
- Doors providing access to a dwelling should be equipped with a deadbolt lock designed to be readily opened without the need for keys. A sliding bolt shall not be considered an acceptable deadbolt lock.
- With two or more dwellings, must maintain shared or public interior areas in a clean and sanitary condition.
- Lead based paints (Subject to verification by medical professionals.)
- Smoke detectors installed and operable. Carbon Monoxide detectors installed when required.
- Supply approved covered containers for rubbish and removal of rubbish.
- Supply covered, outside garbage cans for all occupants.
- Multi-unit residential and nonresidential buildings must be exterminated for rodents and insects from the public or shared areas of the structure or exterior property.
- All plumbing/electrical/mechanical PM violations.
- Safe means of egress and emergency escape window openings must be able to be opened.
- Maintain heat in unit from October 15 through April 30 at a minimum of 68 degrees in all habitable rooms and bathrooms.
- Two separate and remote duplex receptacles. Every bathroom should contain at least one duplex receptacle.
- Maintain safe condition of public sidewalk.
- For multi-unit buildings, must keep ice and snow cleared in the winter.

### TENANT:

- Dwelling unit must be kept in a clean, sanitary and safe condition.
- Exterior property must be kept in a clean and sanitary condition, including mowing the grass.
- Dispose of rubbish in a clean and sanitary manner by placing such rubbish in approved containers.
- In a single family dwelling or single tenant nonresidential unit, the occupant, not the owner, is responsible for maintaining the property free from infestation.
- Maintain a safe, continuous and unobstructed path of travel from any point in dwelling unit to the public way, in case of an emergency.
- Tenant in single-unit rental must keep ice and snow cleared in the winter.
Borough Council Plans For Future

Every two years, Carlisle Borough Council meets to establish its strategic priorities for the subsequent two-year period. Each Council member brings their own set of priorities and ideas to the goal planning session. These goals will help shape Borough policy and procedure for the future.

During 2020’s session, some common goals emerged among Council members. Here are a few of the topics discussed.

- **Public Transparency**: Make Borough Council Meetings more accessible and transparent to the public; conduct a Citizen Survey with focus on obtaining community feedback on Borough services and general feelings about the direction of the Borough
- **Sustainable/Renewable Energy**: Create and implement a Climate Action Plan; explore and consider options to reduce waste produced by residents and businesses in the Borough; prepare the Borough for autonomous vehicles.
- **Economic Development**: Analyze zoning reforms that may encourage economic development, sustainability, and building repurposing or renovations; ensure the economic vitality of Downtown Carlisle is sustained through advanced collaborative and advocacy efforts; develop a Borough-wide economic strategic plan.
- **Finance**: Explore opportunities for shared services; analyze reforms to mitigate expected budgetary challenges; determine the Borough’s weaknesses and strengths of current financial structure to determine how to move forward responsibly.

Effective goal planning is a dynamic process that adjusts to changes in circumstances. An effective community vision also depends upon input from the members of the community. So, as a member of the Carlisle community, please feel free to share your ideas with Borough Council and staff. By working together, we can build a better community for everyone.

Efficient Vehicles Added to Borough Fleet

In March, the Borough took delivery of a new GEM e2 electric vehicle for parking enforcement.

In 2018, staff began researching the option of a more efficient and cost-effective way to enforce parking meters in downtown Carlisle. Several staff members test drove the GEM e2 and found the small electric car to be durable, and were impressed with the car’s response and interior roominess considering its overall size. The low-speed vehicle is legal to drive on roads posted up to 35 mph and utilizes low-cost electric energy with minimal maintenance needs.

The electric vehicle will be used primarily by the downtown parking enforcement officers who on average walk approximately five miles or more per four-hour shift. The vehicle will decrease the time on foot, provide protection during inclement weather, and streamline parking enforcement activities.

In addition to the GEM e2, the Carlisle Borough Police Department has begun replacing older patrol vehicles with hybrid models. These new vehicles contribute to the Borough’s goal of sustainability and green energy options.
Spotting and Stopping the Spotted Lanternfly

Did you know that Cumberland County is in the Spotted Lanternfly quarantine zone? It is important to be on the lookout for these insects. The Spotted Lanternfly is a unique looking creature. Measuring about one inch long and half an inch wide, this bug has distinctive spotted outer wings. When flying, it exposes its red and black hindwings.

The Spotted Lanternfly is a highly invasive and destructive insect. According to the Pennsylvania Department of Agriculture, they cause serious damage in trees, including oozing sap, wilting, leaf curling, and tree dieback. These bugs also leave behind a sugary substance called honeydew that encourages black sooty mold growth. While this mold is harmless to people, it is devastating to plants and trees.

Infestations of the Spotted Lanternfly are not only nuisances to residents; they are a major threat to Pennsylvania’s agricultural industry, especially in the grapes, apples, hops, and hardwood industries.

The lifecycle of the Spotted Lanternfly

From April through July, the flightless nymphs hatch and grow. The nymph stages are called instars. Every time a nymph sheds its skin, it becomes the next instar. Spotted lanternflies in the first through third instar stages look similar, with black bodies and white spots. Each instar is larger than the last, however.

From July through September, the fourth instars emerge, bright red with white spots and black bodies. The fourth instar spotted lanternflies are strong jumpers and will typically jump away when approached or prodded. The fourth instars transition to adults in late July. The adults, often present in very high numbers, feed on the woody parts of plants.

The female spotted lanternflies lay their egg masses from September through December. Those eggs typically hatch during May. A single egg mass can hold 30 to 50 eggs. Spotted lanternflies lay their egg masses on almost any outside surface—from fence posts to cinder blocks. They lay columns of eggs side-by-side and can have as many as 30 to 50 eggs per mass. The overall length of an egg mass is typically one inch long. When the female first lays the egg mass, she covers the eggs in a shiny grey putty-like covering. That covering gradually dries out and cracks over time.

What Should I Do if I Encounter a Spotted Lanternfly?

Swat it, smash it, kill it! Spotted lanternflies do not bite or harm people, so you should not be afraid to destroy them. If you spot egg masses on any surface, be sure to scrape them off.

The Pennsylvania Department of Agriculture and the Penn State Extension Office are closely tracking where spotted lanternflies are found. Please report any eggs or spotted lanternflies you discover and/or destroy by calling the Spotted Lanternfly Hotline at 1-888-422-3359 or visiting www.extension.psu.edu/spotted-lanternfly.

The most important action in the fight against the spotted lanternfly is to stop it from spreading, especially to areas outside of the quarantine zone. Spotted lanternflies are very good at hitchhiking. The adults and nymphs can cling to surfaces, including the outside of moving vehicles, very well. The adults are also adept at hopping and flying.

The Spotted Lanternflies tend to congregate in trees, so avoid parking under trees or tree lines if possible. Make sure your vehicle’s windows are closed, as well, to avoid any unwelcome guests.

For more information on the Spotted Lanternfly, please visit the Pennsylvania Department of Agriculture’s website at www.agriculture.pa.gov/spottedlanternfly.
Street Tree Maintenance Best Practices

In the Borough of Carlisle, street trees are owned by individual property owners and regulated by the Shade Tree Ordinance. You can find the ordinance online at https://ecode360.com/10683411. **Property owners must obtain a permit before pruning their street trees.** Permits are free and can be obtained by calling the Parks and Recreation Department at (717) 240-6950. Property owners are not permitted to remove a street tree without approval by the Shade Tree Committee. If you have a street tree which appears to be dying, call the Parks and Recreation Department to seek approval before removing your street tree.

Property owners may hire a tree surgeon or perform tree maintenance themselves. Here are a few basic tips for do-it-yourselfers.

1. **Use proper tools like bypass pruners, bypass loppers and pruning saws.** Tools should be sharp and disinfected to prevent the spread of disease from one tree to another.

2. **Learn proper pruning techniques.** When pruning a branch back to its point of origin, do not cut too deep. Cut outside the branch collar and bark ridge. The diagram on the right shows the correct place to cut, whether removing a dead or living branch.

3. **Carefully select which limbs to prune and never remove more than 1/3 of the tree’s crown.** The diagram below highlights tree parts which should be removed to improve tree structure and health. Remove broken, dead or diseased branches. Prune branches which cross over or rub against one another. Remove water sprouts and suckers growing from the trunk or roots.

4. **Periodically, street trees need to be elevated.** This is also known as crown raising and involves eliminating low-hanging branches to prevent injury to pedestrians and damage to vehicles. It also protects branches from being struck by large vehicles. The ordinance specifies that there should be 8’ of clearance above the sidewalk and 14’ of clearance above the street, on mature trees. Younger and smaller trees should be elevated to a much lesser degree.

5. **Know your limits.** Hire a professional when needed. Never prune near power lines. Put safety first!

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Carlisle: A Tree City USA Community

Did you know the Borough of Carlisle is recognized by the Arbor Day Foundation as a Tree City USA community? Everyone benefits when borough officials, volunteers and property owners invest in street trees. Trees are an asset to a community when properly planted and maintained. They bring shade to our homes and beauty to our neighborhoods, increase property values, reduce home cooling costs, remove air pollutants and provide wildlife habitat.
**Do's and Don’ts of Tree Maintenance**

**DO!**

Do elevate your tree branches to allow plenty of clearance above the sidewalk and street. Pedestrians can be injured by low branches. Delivery trucks and buses often strike branches hanging over the curb, harming the tree and damaging the vehicles. **Also remove suckers growing from the base of your tree.**

**DON’T**

Don’t “top” a tree! Pruning the upper limbs back to stubs is harmful for your tree. It disfigures the tree, reduces its food-making capacity, and stimulates the growth of thin, weak branches. Topped trees are more susceptible to insects and decay.

**DO!**

Do apply 3” of organic mulch around the base of your tree, keeping the mulch from touching the tree trunk. Mulch is beneficial for tree health. It keeps moisture and nutrients in the soil, regulates soil temperature and reduces weeds.

**DON’T**

Don’t create mulch volcanoes! Piling mulch around a tree trunk is harmful. Wet mulch breaks down the bark and damages the underlying vascular tissues of the tree. Disease and pests are able to enter where the bark is damaged.

**DO!**

Do consult a professional if you are not able to manage tree maintenance yourself. The information presented here covers basic tree care but is not meant to be exhaustive. An arborist has the knowledge to assess tree risk and treat for pests and disease. A reputable tree surgeon is equipped to prune trees safely and properly. Know when to hire a professional!
Be Careful What You Flush

One of the more “interesting” developments to come out of the COVID-19 pandemic was a shortage of toilet paper at stores across the country. When states first began their Stay at Home Orders, people began panic-buying toilet paper in bulk, making it hard to find. People turned to alternative items, such as tissue paper and “flushable” wipes.

This lack of toilet paper led to serious issues for the Borough’s sewer system. When flushed, wipes and other products cause sewer blockages, backups, overflows, and can cause damage to our infrastructure.

Toilet paper is the ONLY product that should be flushed. All types of wipes (even those labeled “flushable”), paper towels, tissues, napkins, menstrual products, and diapers do not break down like toilet paper and get stuck in your pipes and our pipes, resulting in costly clogs and sewage backups.

Water Quality Report Available

The 2019 Water Quality Report is now available for viewing on our website: www.carlislepa.org/2019_water_quality_report

This is an annual report describing the quality of the water produced and delivered by the Borough of Carlisle Treatment Plant. If you have any questions about the report, please contact Dave Runkle, the Borough of Carlisle Lab Supervisor, at 717-240-6991.

Stay Informed!

The Borough of Carlisle’s new and improved website is here! The newly redesigned site launched in late February and provides visitors an interactive and user-friendly experience. The new site is also mobile friendly, allowing you to access what you need no matter where you are.

Our new website has proved beneficial during the COVID-19 pandemic. With Borough Hall closed, residents conducted much of their Borough business on the phone or through our website.

Stay Connected!

Don’t forget, you can find us on social media too!

Our social media platforms serve as a means to both inform and engage with our residents. If you are active on social media, please give us a follow and join the conversation. You can now also visit us on Linkedin and learn more about Borough projects and initiatives, as well as job listings.

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