

**BOROUGH OF CARLISLE
COUNCIL MEETING**

**Minutes
October 9, 2014
7:00 PM**

Council President Heath called the Council Meeting to order at 7:00 p.m. Councilor Shultz led the Moment of Silence and Pledge of Allegiance.

After roll call by the Borough Secretary, the following members of Council were present: Ceconello, Flower, Grell, Guido, Heath, Madden, Shultz and Mayor Scott. Also present: Borough Manager Candland, Assistant Borough Manager Figueroa, Police Chief Margeson, Finance Director Snyder, Planning/Zoning/Codes Manager Koziar, Parks and Recreation Director Crouse, Fire Chief Snyder, Treatment Plants Director Selan, Solicitor Brenneman, Student Ambassador Talmage and McCarty along with Borough Secretary Stone.

OPPORTUNITY FOR SCHEDULED CITIZENS AND VISITORS TO BE HEARD

Dean Gildin from School Dickinson of Law extended to Council an invitation to the Law Schools Community Open House on October 15, 2014. Dean Gildin stated the mission of the Law School is to become a better partner with the activities of the Carlisle Community. He noted the American Bar Association recently approved a separate accreditation for the Dickinson School of Law from the Penn State School of Law. The affiliation remains between the Law Schools but each will have separate faculty and curriculums. Dean Gildin mentioned the Law Schools curriculum is practice ready with the implementation of the following strategies: A skilled based curriculum; limited class size of 75 students and a commitment to service the community. He asked for more service opportunities for the law students. Dean Gildin mentioned the Dickinson Child Advocacy office has moved into downtown Carlisle. This was made possible through Law School and private funds as well as Penn State funds.

Mr. Matt Bloom, 453 Lincoln Street, Carlisle, Pennsylvania, founder of Crimewatch Technologies, provided an overview of the new website created for the Carlisle Police Department. The website provides a dedicated newsfeed that displays crime as it occurs throughout the Borough. The website also will allow submission of anonymous tips by citizens. Crimewatch provides crime mapping on the website, which allows the community to see criminal activities within the Borough. The website aggregates information with other participating police departments to share information on cases and warrants. The website will allow an emergency notification to be sent out to local residents with a click of a computer. The website can be accessed by going to www.Carlislepd.net, www.Carlislepd.info, www.Carlislepd.com or www.Carlislepd.org.

Ms. Carrol Ehrhart and Mr. Jarret Handy with Skelly & Loy presented information they collected on flood levels, stormwater management and the water quality in the Borough of Carlisle. Their firm is in collaboration with local municipalities to collect MS-4 data. This data will identify stormwater problems in the Letort Watershed. The information will be used as an outreach to PA DEP and PennDot for assistance and direction in identifying and fixing stormwater related problems. Skelly & Loy has created a web based application that allows for real time data collection of infrastructure and stormwater run off that will identify flood prone areas. Ms Ehrhart provided recommendations of various floodplain restorations that can be implemented to correct the problem areas.

CONSENT AGENDA

Councilor Ceconello made a motion, which was seconded by Councilor Madden to approve the

Consent Agenda. Council approved the Consent Agenda consisting of the following items, by a 7-0 vote.

A. **Minutes:**

Council Meeting 09/11/2014

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

Expenditures as of September 30, 2014:

<i>General Fund</i>	\$	<i>1,213,456</i>
<i>Water Fund</i>	\$	<i>136,022</i>
<i>Sewer Fund</i>	\$	<i>195,087</i>
<i>Solid Waste Fund</i>	\$	<i>45,445</i>
<i>Parking Fund</i>	\$	<i>17,436</i>
<i>Highway Fund</i>	\$	

C. **Attendance Approvals:**

- 1. Mayor Tim Scott to attend the National League of Cities Convention on November 18 – 22, 2014 in Austin, TX.*

D. **HARB**

The HARB recommends approval for the following items:

- 1. A request by Melanie Scaringi for a Certificate of Appropriateness at 20 North Hanover Street. The applicant proposes to install a ten square foot wall sign on the front façade that will state “Scaringi & Scaringi A Full Service Law Firm” in white lettering with blue and white background. The sign will be made of .080 aluminum with a brushed aluminum oval, backed with .125” clear acrylic. The sign will have blue .72 Watt LED modules for soft glow effect within the oval.*
- 2. A request by Alyssa DeBlasio and Christopher Bilodeau for a Certificate of Appropriateness at 170 West Pomfret Street. The applicant proposes to install wood shutters on the 1st floor windows. The shutters will have mortise and tenon construction, similar to the shutters on the rear of the house.*
- 3. A request by Aarne Stefanon for a Certificate of Appropriateness at 40 East Louther Street. The applicant proposes to replace the acrylic panels on the existing roof sign with the company logo, which states “CCC” in black lettering with red and yellow background. In addition, a nine square foot projecting sign will be located on the front façade that will state “Seve-N-Dots Publik Pizza Place” in black and white made of a hardwood oval.*
- 4. A request by Dan Swearingen for a Certificate of Appropriateness at 130 West Louther Street. The applicant proposes the following:*
 - Remove decayed wood soffit and fascia from front overhang and replace with azek board*
 - Remove and rebuild built in gutter system with similar dimension wood and install scupper/rubber roofing*
 - Replace slate shingles on front of the roof with Owens-Corning Berkshire style Canterbury black shingles to replicate slate*

5. *A request by Chad Bruce for a Certificate of Appropriateness at 21 Dickinson Avenue. The applicant proposes the following improvements:*
 - *Install wood arched windows on the east, west and south sides of the 1st floor*
 - *Align one out-of-line window on the 1st floor with the other windows so that they are corresponding in size and arch height*
 - *Brick in the 1st floor window on the north side*
 - *On the western side of the building, there is a window on each of the second and third floors that is set off to the side from the other two. These will be replaced with bow window structures similar to other buildings in the downtown with living space above the 1st floor.*
 - *Install a façade on the top of the building to restore the building's intended roofline*

6. *A request by Amber Martin for a Certificate of Appropriateness at 136 West High Street. The applicant proposes to hand paint a wall sign on the front façade that will state "HARMONY SOCIETY" in black paint with tan shading.*

E. Public Safety Committee:

1. *Borough Council may approve the temporary closure of several Borough streets to facilitate the Carlisle Family YMCA annual Turkey Trot 5K Road Race to be held November 27, 2014, Thanksgiving Day from 9:00 to 11:00 a.m. The street closures include South West Street from Walnut Street to South Street and West South Street from South West Street to Orange Street. The YMCA would be responsible for 100% of the variable costs, 10% of the fixed costs of traffic control.*

REGULAR AGENDA

TABLED, CONTINUED, AND RECURRING ITEMS

A. Finance and Public Works:

Borough Council voted 7-0 to remove item A1 from the tabled agenda. (Ceconello/Madden)

Borough Council voted 7-0 to remove item A1 from the regular agenda for future consideration. (Ceconello/Madden)

1. Borough Council may authorize the purchase of a customized curb opening frame and grate for enhanced collection and conveyance of stormwater from East Jordan Iron Works for a cost not to exceed \$8,000 using Liquid Fuel funds.

Borough Council may hire Valley Quarries, Inc to install the custom-made frame and grate and perform all related labor, traffic control, and restoration associated with this project for a cost not to exceed \$15,650, from Liquid Fuel funds.

Borough Council may amend the Liquid Fuel budget to increase revenue by \$23,650 and expenses by \$23,650

B. Sustainability and Community Planning Committee:

Borough Council voted 4-1-2 with Councilor Ceconello voting no and Councilors Heath and Madden abstaining from the vote to remove item B1 from the tabled agenda. (Shultz/Ceconello)

1. Borough Council may approve an ordinance amending the Code of the Borough of Carlisle, adopted by Ordinance 2032 and thereafter amended, with respect to Chapter 226-24, Streets, to prohibit any proposed private streets that provide access over a municipal boundary where the use or zoning in the adjoining municipality is incompatible with the zoning in the Borough where the proposed private street is to be located.

REPORTS FROM COMMITTEES

C. Sustainability and Community Planning Committee:

1. By a roll call vote, Borough Council voted 3-2-2 with Councilors Grell and Ceconello voting no and Councilors Heath and Madden abstaining to approve an ordinance amending the Code of the Borough of Carlisle, adopted by Ordinance 2032 and thereafter amended, with respect to Chapter 226-24, Streets, to prohibit any proposed private streets that provide access over a municipal boundary where the use or zoning in the adjoining municipality is incompatible with the zoning in the Borough where the proposed private street is to be located.

REPORTS FROM ELECTED OFFICIALS

D. President's Report:

None

E. Mayor's Reports:

Mayor Scott presented a proclamation recognizing four area residents as Extra Mile Change Makers. Those individual were: Barb Kohutiak; Brenda Landis; James Washington and Rev. Dr. Mark Scheneman. Each of these individual were recognized for their leadership, commitment to the citizens and improving the community.

REPORTS FROM COMMITTEES

F. ERCP

1. Borough Council voted 7-0 to appoint Mr. John Shugars to a partial term on the Planning Commission on October 09, 2014 and expiring on December 31, 2014. (Flower/Shultz)

G. Finance and Public Works:

1. Borough Council voted 7-0 to adopt a resolution classifying \$2,500,000 as "Committed Fund Balance" in the General Fund. (Ceconello/Madden)

Borough Council voted 7-0 to restrict funds for future projects in each fund as outlined below: (Ceconello/Madden)

- Water Fund - \$ 900,000
- Sewer Fund - \$1,500,000
- Parking Fund - \$ 400,000

2. Borough Council voted 6-1-0 with Councilor Ceconello voting no to hire Frederick, Seibert & Associates to perform a limited drainage study and conceptual stormwater

management plan for the Valley Meadows subdivision at a cost of \$8,800. (Ceconello/Madden)

Councilor Ceconello recommended using Skelly & Loy to address this project along with the stormwater management program that will be implemented. Borough Manager Candland explained this is a separate issue from the stormwater management because it does not involve flooding from the Letort Water Shed or water from I&I. Councilors Flower and Guido agreed the standing water in the park is a hazard to the neighborhood and feel this should be corrected.

3. Borough Council voted 7-0 to approve Change Order #11 in the amount of \$4,000 for the Wastewater Treatment Plant BNR Project. (Ceconello/Madden)

H. Parks and Recreation Board:

1. Borough Council voted 6-0-1 with Councilor Madden abstaining to enter into a Memorandum of Understanding with the Partnership for Better Health for grant funding in the amount of \$1,444 for the Simply Moving walking program managed and facilitated by the Carlisle Parks and Recreation Department. (Guido/Flower)
2. Borough Council voted 7-0 to authorize New Enterprise Stone & Lime to prepare a Right-of-Way Plan in preparation for a right-of-way acquisition at Shaffer Park on behalf of the PA Turnpike Commission. (Guido/Flower)

I. Sustainability and Community Planning Committee:

1. Borough Council voted 7-0 to grant waivers of Preliminary Plan submittal and Recreation Fee. (Shultz/Ceconello)
2. Borough Council voted 7-0 approve a Final Land Development Plan submitted by Brehm-Lebo Engineering, Inc. on behalf of Project Share at 404 N. Pitt St. for the demolition and rebuild of a new farm stand (R-4 Town Center Residential). (Shultz/Ceconello)

Mr. Doug Brehm from Brehm-Lebo Engineering, Carlisle, stated the new Project Share building will triple the size of the existing building. This will allow residents to be indoors during food distributions.

3. Borough Council voted 7-0 to direct the Borough Solicitor to draft and advertise an ordinance and schedule a public hearing for December 11, 2014 at 6:45 p.m., amending the Code of the Borough of Carlisle, adopted by Ordinance 2032 and thereafter amended, with respect to adopting an ordinance for an official map for the Borough of Carlisle. (Shultz/Ceconello)
4. Borough Council voted 7-0 to approve a support letter for the U.S. Department of Agriculture's (USDA) Rural Development Program grant for Project Share of Carlisle.

NEW BUSINESS:

None

REPORTS FROM COUNCIL MEMBERS & STAFF

Councilor Flower thanked Union Fire Company for a wonderful open house celebration for the 225th anniversary of the Union Fire Company. She also attended Chief Snyder's emergency operation plan, which she found very useful.

Councilor Shultz appreciated Council's support by their attendance at the Union Fire Companies open house.

Councilor Grell attended the Union Fire House celebration, the Eastside Neighbors and a session at Dickinson College on Green Building and Green Construction techniques.

Councilor Ceconello attended the College and Community Partnership meeting at which CAT transportation was discussed. It was reported the ridership has increased and CAT will soon add new routes. Councilor Ceconello mentioned that CAT offers free bus passes for senior citizens, 65 or older. She also attended the Union Fire Company open house.

Councilor Guido reminded citizens to change the batteries in their smoke detectors and also reminded the ladies over 40 to get their annual mammograms.

Councilor Madden attended the tour of the Community Garden open house and commented that he would like to see additional gardens, if they all looked that good.

Student Ambassador Talmage mentioned the Law School is in participation with Giant Foods to raise funds for Project Share. To date, they have raised \$250.

Student Ambassador McCarty stated he attended the College and Community Partners meeting. He noted he will work on increasing the awareness about the circulator bus. Mr. McCarty stated Dickinson College students will participate in a community clean up day in collaboration with the Neighborhood Associations on October 25th.

Mayor Scott participated in a conference call regarding having protocols and procedures in place to help fight the spreading of Ebola.

Mr. Candland thanked Chief Snyder for holding the emergency preparedness table top exercises which will help staff be well prepared in the case of an emergency.

Parks and Recreation Director Crouse gave a reminder of the upcoming Halloween Parade and Trick-or-Treat night.

Councilor Heath stated that Council will meet for an executive session and will not reconvene for further action.

ADJOURNMENT

There being no further business or public comment, the meeting adjourned at 8:40 p.m.

Perry P. Heath
Council President

Joyce E. Stone
Borough Secretary