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**CITY OF CARLISLE COUNCIL – WORK SESSION MINUTES**

**Saturday, February 25, 2023**

**CARLISLE COUNCIL CHAMBERS - CARLISLE, OHIO**

Mayor Winkler called the Carlisle, Ohio City Council Work Session of Saturday, February 25, 2023, to order in the Council Chambers at the Carlisle City Hall building, 760 Central Avenue, Carlisle, Ohio. The meeting was opened with the Pledge of Allegiance at 8:36 a.m. The following members were in attendance:

***Council Attendees:***

Mr. Tim Humphries

Mr. Chris Stivers

Mr. Michael Kilpatrick

Mr. William Bicknell

Mrs. Debbie Kemper

Mr. Jason Faulkner

Mr. Randy Winkler, Mayor

Others present: Dana McDaniel, Partner, Management Advisory Group, LLC

Mayor Winkler thanked everyone for being in attendance. He stated that the purpose of the meeting was to have a discussion among Council and such a discussion would assist with the search and selection process for Carlisle's next City Manager. Mr. McDaniel was present to take minutes of the meeting and to help facilitate Council's discussion.

Why I serve? Council Members were asked to speak about their motivations to serve as an elected member of Carlisle City Council. Each member of Council spoke. General themes were noted from this discussion:

- a. Fiscal Responsibility
- b. Public Safety
- c. Quality of Life
- d. Communication (internal/external)
- e. Support Staff
- f. Professionalism

**Discussion Items:**

Council discussed the topic of code enforcement. Council agreed that the following are the takeaways from this discussion:

- a. Council supports the City's code and regulations.
- b. Council acknowledged that codes and regulations are a policy matter and ultimately the responsibility of City Council. They agreed that codes and regulations need to be revisited and/or updated from time-to-time.
- c. Council supports enforcing its zoning codes/regulations.
- d. Council acknowledged it is important to set the example individually and as a city.
- e. Council discussed how to enforce. Attention needs to be given to and/or the following should be reviewed:
  - i. Communicating with residents. How is initial communication made regarding a violation? (i.e. manner in which an enforcement letter/s is written.) Also, success can be obtained by working with those in violation. (i.e. meeting with violator, setting up a plan and timeline to comply, ensure compliance.)
  - ii. Follow-up and follow through with violations and previous agreements.
  - iii. Be pro-active as possible Council recognizes there are limited resources/time.
  - iv. Education/process. Can more be done to educate the public relative to zoning code/regulations and enforcement?

Council discussed what might be some of their aspirational goals for the City. The following summarizes those:

- a. Could Carlisle become a destination/known for something?
- b. Create a town square/sense of place.
- c. Promote sense of community (i.e. events/Railroad Days).
- d. Create a main street.
- e. Provide more connectivity (i.e. sidewalks and/or shared use paths).
- f. Community Center/meeting – gathering place.
- g. New City Hall/PD facility.
- h. Continue to improve/grow more services to residents.
- i. Operations plans/projections for 3-5 years.
- j. Economic Development (retention/expansion incentives).
- k. Continued/increased focus on obtaining grants and leveraging partnerships for grants.
- l. Amenities for residents/businesses.
- m. Community involvement/engagement with their local government.
- n. More pro-active communications with the community and counter miscommunication.
- o. Develop relationships/leverage partnerships.

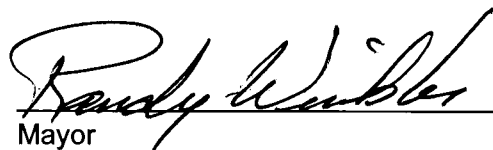
Council and Mr. McDaniel discussed some of the attributes Council may consider in the next city manager, education preference, and residency requirement. Mr. McDaniel also briefed Council on the potential pay range for the City Manager. Such information will be reflected in the upcoming position profile.

**Adjournment:**

With no further business, Council adjourned the meeting by voice vote with all in favor.

Meeting adjourned at 12:10 p.m.

Date: 3-14-23

  
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Mayor

Attest:   
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Dana McDaniel