
**MUNICIPALITY OF CARLISLE COUNCIL MINUTES
REGULAR MEETING OF COUNCIL
JANUARY 10, 2023 – 7:00 P.M.
760 CENTRAL AVENUE, CARLISLE, OHIO**

Mayor Randy Winkler called the Carlisle, Ohio City Council Regular Meeting of Tuesday, January 10, 2023 to order in Council Chambers at the Carlisle City Hall building, 760 Central Avenue, Carlisle, Ohio. The meeting was opened at 7:04 p.m. with the Pledge of Allegiance.

Roll Call:

Mr. Faulkner	present
Mrs. Debbie Kemper	present
Mr. William Bicknell	present
Mr. Michael Kilpatrick	present
Mr. Chris Stivers	present
Mr. Tim Humphries	present
Mayor Randy Winkler	present

Staff members present: City Manager Julie Duffy
 Finance Director Ryan Rushing
 Clerk of Council Jennifer Harover

The work session minutes of December 13, 2022 were presented to Council for review. Mr. Faulkner made a motion to approve the minutes as presented, seconded by Mrs. Kemper.

Roll Call:

Mr. Faulkner	yes
Mr. Kilpatrick	abstain
Mrs. Kemper	yes
Mr. Stivers	yes
Mr. Humphries	yes
Mr. Bicknell	abstain
Mayor Winkler	yes

Work session minutes of December 13, 2022 were approved.

The regular meeting minutes of December 20, 2022 were presented to Council for review. Mrs. Kemper made a motion to approve the minutes as presented, seconded by Mr. Bicknell.

Roll Call:

Mrs. Kemper	yes
Mr. Bicknell	yes
Mr. Faulkner	yes
Mr. Humphries	yes
Mr. Stivers	yes
Mr. Kilpatrick	yes
Mayor Winkler	yes

Regular meeting minutes of December 20, 2022 were approved.

The special meeting minutes of January 3, 2023 were presented to Council for review. Mr. Bicknell made a motion to approve the minutes as presented, seconded by Mr. Faulkner.

Roll Call:

Mr. Kilpatrick	yes
Mr. Humphries	yes
Mrs. Kemper	abstain
Mr. Stivers	yes
Mr. Bicknell	yes
Mr. Faulkner	yes
Mayor Winkler	yes

Special meeting minutes of January 3, 2023 were approved.

Public Forum:

There were no guests in the audience, Mayor Winkler closed the Public Forum.

Council Report:

Mr. Faulkner asked if it has been practice for staff to present to Council an annual report of departments. He would like to see some sort of run volume reports for fire and possible have the JEMS Chief give an update.

Mr. Bicknell stated that Chief Madden should be submitting information soon, if he has not already, with year-end totals. He normally sends this out each year in January. He knows that department heads were coming quarterly to Council meetings before COVID hit.

Mr. Faulkner would like to see the Department Heads updating Council as to what is happening with daily business and asked if that could happen for the first meeting in February.

Mrs. Kemper thanked Council for excusing her from the special meeting held last Tuesday. She was very sick and could not attend. She wished everyone a Happy New Year.

Mr. Bicknell attended the girls' basketball game last evening. It was a triple-header with the 7th and 8th grade teams as well as the varsity team. It was also "Metro Night" for these teams so every team was represented and recognized. The gym was full with community support and the girls were very excited. He thanked the parents who continue to go through their crazy lives and still allow their kids to participate in these extracurricular activities. He thanked the school for making it exciting with the large spotlight, smoke and applause.

Mr. Kilpatrick commented that city seemed to survive the nasty winter weather a couple of weeks ago. There were no power outages that he is aware of but there was an internet outage for some residents. Running a business that is based on the internet, it was a very challenging time for him. There was not much support from Spectrum so he would like to look into alternate internet providers for area. Supposedly, Cincinnati Bell is in the process of trying to bring fiber to our community. He hopes this works out as he would like to see the citizens have choices on internet providers. With the new year

and looking at the future of the city for this year, he would love to have feedback from the citizens as to what they would like and encourages residents to attend meetings this year.

Mr. Stivers acknowledged the large RV that was parked in the Dollar General parking area yesterday. It was the Warren County Community Services and they plan to be in that lot every Monday morning through March. They will be helping residents with their Home Energy Assistance Program (“HEAP”). If anyone is having troubles with their electric bills, they can go to this RV so that Warren County Community Services to assist them. If anyone has a United States flag that is tattered or worn out, those flags can be taken to any VFW and they will properly dispose of them. All of these members are patriots and they will make sure those flags are handled properly.

Mayor Winkler commented that the American Legion in Miamisburg has a mailbox in their lobby specifically for flag disposal. They will also make sure those flags are properly disposed.

Mr. Humphries also commented that there used to be a box in Franklin. It was moved so he will find out its new location and make residents aware. It is usually a Boy Scouts’ burning ceremony to dispose of a US flag. He wished the community a Happy New Year. He hopes that everyone can work together this year in the best interest of our community.

Mayor’s Report:

Mayor Winkler wished everyone a Happy New Year. He encouraged everyone to please lookout for their neighbors, especially the elderly. He recently noticed a garage door open in his’ neighborhood late one evening and knew an elderly woman lived there alone. He called a family member but did not get an answer, so he contacted the Carlisle Police and had them conduct a wellness check. She was fine but did not realize that her garage door was open. Anyone could have potentially walked in on her had someone been in the area with that intention. If you see something that doesn’t look right, please look out for each other to keep everyone safe.

Manager’s Report:

Mrs. Duffy wished everyone a Happy New Year. She gave a notification that City Hall offices will be closed on Monday, January 16th for Martin Luther King Day. It is a recognized holiday for administrative offices. However, our public safety services will be operating as normal. If you need to speak to a member of our Police, Fire or Public Safety Department, you can reach them through Warren County dispatch at 937-425-2525. If you need emergency services, please dial 9-1-1. It is January and it is winter even though it doesn’t currently feel like it. In planning ahead, trash service does not normally alter their schedule due to weather. Please help them out by clearing a spot for your cans. If it is possible to remove a parked car from the street during a snow event, please do so, this will help our street crews plow the streets quicker and more efficiently. If you shovel your driveway, be sure to clear a 10 ft area to the right of your driveway, which would give the snow on the plow a place to go other than your driveway. This should keep you from having to do the same shoveling job twice. There will be more information regarding this procedure on our Facebook page.

Committee Report:

None

Old Business:

None

Mr. Kilpatrick commented that a gentleman was now present in the audience. He asked if he was here related to any legislation on tonight’s agenda. Answering that “yes,” he was here for the reading of Resolution 2-23, Mr. Kilpatrick suggested that Council move the readings of Ordinances and Resolution before the Reorganization. Discussion was made about revising tonight’s meeting agenda.

Mr. Stivers made a motion to amend Council’s agenda to have Readings of Ordinances and Resolutions before the New Business, Reorganization, seconded by Mr. Faulkner.

Roll Call:

Mr. Bicknell	yes
Mr. Faulkner	yes
Mr. Kilpatrick	yes
Mr. Stivers	yes
Mr. Humphries	yes
Mrs. Kemper	yes
Mayor Winkler	yes

Tonight’s meeting agenda has been amended.

First Reading of Ordinances and Resolutions:

RES. 1-23 A RESOLUTION SUBMITTING THE QUESTION OF LEVYING AN ADDITIONAL FIVE-TENTHS OF ONE PERCENT (0.5%) MUNICIPAL INCOME TAX RATE TO THE ELECTROS OF THE CITY OF CARLISLE, OHIO FOR THEIR APPROVAL OR REJECTION AT THE SPECIAL ELECTION TO BE HELD WITHIN THE CITY OF CARLISLE, OHIO ON MAY 2, 2023, SUCH ADDITIONAL LEVY BEING FOR THE PURPOSE OF MAINTAINING GENERAL MUNICIPAL OPERATIONS AND SERVICES WITHIN THE CITY OF CARLISLE AND DECLARING AN EMERGENCY.

Mrs. Duffy explained that this legislation is the second step to put an issue up for vote on the ballot. In December, Council adopted a potential change to our Carlisle Tax Ordinance that, if the matter is passed during the May special election, will change the code to increase the overall tax rate by 0.5% for the purpose of providing additional income for general operating services in support of police, fire, roads and other municipal operations. This Resolution will direct staff as well as Board of Elections staff to move forward and place the matter for consideration on the May 2, 2023 ballot. It is on as an emergency as it is important to get this information to the County Board of Elections for review before going to the Secretary of State who will provide the final determination of the verbiage. All matters must be presented by the first of February to make the deadline for the May election. The proposed ballot language to be filed with the county was read:

“Shall Ordinance No. 30-22, providing for a one-half of one percent levy on earnings and income for the purposes of maintaining municipal operations and services such as police, fire, street maintenance and repairs, and to provide capital improvements, effective from and after the 1st day of January 2024, be passed?”

Mr. Stivers made a motion to suspend the rules requiring three readings, have one reading by title only and declaring an emergency, seconded by Mr. Faulkner.

Roll Call:

Mr. Humphries	yes
Mrs. Kemper	yes
Mr. Bicknell	yes
Mr. Kilpatrick	yes
Mr. Faulkner	yes
Mr. Stivers	yes
Mayor Winkler	yes

With no further discussion, Mr. Stivers made a motion to adopt, seconded by Mr. Faulkner.

Roll Call:

Mr. Faulkner	yes
Mr. Kilpatrick	yes
Mr. Humphries	yes
Mr. Bicknell	yes
Mr. Stivers	yes
Mrs. Kemper	yes
Mayor Winkler	yes

Resolution passed on this day will be entered into Resolution Record Book as Res. 1-23.

RES. 2-23 A RESOLUTION AUTHORIZING THE CITY MANAGER TO SELL ACREAGE OF LAND IN THE CARLISLE BUSINESS PARK (PARCEL 0133251020) AND ON AS A SINGLE READING.

Mrs. Duffy explained that this legislation is regarding a land sale which Council has previously discussed. The property is in the Carlisle Business Park. The parcel is at the corner of Osprey Lane and State Route 123 and is to the rear of the Carlisle Family Practice building. As it was previously presented to Council, the group has proposed a purchase/sale price of \$108,615. The intended use of the land is for a proposed convenience store with a drive-thru window component as well as self-serve gas station pumps. This use is permitted conditionally in this zoning classification. The applicant is aware that, once they acquire the property, they would be required to go through the appropriate approval processes including a public hearing regarding the conditional use of a gas station and the drive-through component with Planning Commission as well as subsequent permits that would be required before construction. The contract does include language, as requested by Council, allowing the City a buy-back option should the development not move forward as presented. This would allow the City to purchase back the property for the net revenue price which would be revenue of the land minus any closing/conveyance/expenses fees within a period of 18 months. This is not a mandatory buy-back provision but does give Council the ability to do so if deemed appropriated at that time. The representative of the buyer is here this evening to answer any possible questions. This resolution is presented as a single reading as the applicant is ready and willing to submit plans to begin the process

quickly as they do want to develop this property as soon as possible. The 30-day enactment period will remain in effect.

Mr. Bicknell made a motion to suspend the rules requiring three readings, and have one reading by title only, seconded by Mrs. Kemper.

Roll Call:

Mr. Bicknell	yes
Mrs. Kemper	yes
Mr. Humphries	yes
Mr. Faulkner	no
Mr. Stivers	yes
Mr. Kilpatrick	no
Mayor Winkler	yes

Mr. Faulkner thanked the applicant’s representative for coming out and having an interest in our community. The Comprehensive Plan from ten years ago had no one asking for another gas station and there is already a different one in the works. Due to there being a finite amount of land within the city, he doesn’t believe it is a good idea to use it for a gas station. He appreciates the time spent but he is opposing this issue.

Mr. Humphries stated that Council is at a crucial time having the city manager leaving and having to search for a new manager, in his opinion, that new person should have an interest in what happens with that land. He also appreciates the representative coming out but, in this transition, he wanted to state that before his vote.

Mr. Kilpatrick echoed Mr. Humphries and appreciates the applicant’s interest in coming in to town. It obviously is working well for them in other neighborhoods, and he believes it will be great for our community. However, due to there being a number of gas stations currently and, the fact that there is very little land on Central with that type of access along with many transitions that are happening, he would be a no unless he could be convinced otherwise. He asked the representative if there was any other land looked at within Carlisle that could work for this business.

Mr. Jason Caldwell with Carra Builders in Clayton, Ohio spoke to Council on behalf of his client. He stated that his client found this property at a price, and location to traffic, that suited his needs. They have not looked at other property within Carlisle.

Mr. Kilpatrick is not against this business coming to town, he just does not feel the location is right. As a Council member, he must follow the Charter and Codified Ordinances. However, for a land sale of Carlisle property, Council does have the ability to control when/where that occurs. He is not saying “no”. He would however suggest to pause this issue until a new city manager has been secured to allow them time to be educated on this situation before a decision is made.

Mr. Humphries also stated that he is not a “no” to the business. He does not have ability to table this issue because it is presented as a single reading so his “no” is more an issue of pausing the issue at this time.

Mr. Bicknell questioned Mr. Kilpatrick about persuading him and stated that Mr. Kilpatrick’s biggest platform was to bring small business to town. A small business is now in front of Council after finding a location within Carlisle and he feels this decision is going against his original platform. He is confused

about wanting to bring small business and be more inviting then, when we do have the opportunity, we tell them no.

Mr. Kilpatrick explained that he is not against the business, he is against the timing. There are a lot of changes happening right now within the city and he believes it would be best to pause for now and readdress the issue once a new manager has been put in place. He wants to have responsible growth and look at all aspects of that growth. He believes this business has a very unique model but he does not believe that many residents would want to have another gas station.

Mrs. Kemper appreciates the representative and his client for the information that was presented to them at a previous meeting. They were told that this business would begin construction as quickly as possible and be up and ready for business within a few months. This small business has a lot to offer our community with the drive-through and its location opposite of the railroad tracks from other stations. When she was campaigning, the one thing she heard most often was wanting a drive-through. There are so many things being offered here besides just a gas station. Carlisle has had this property for some time and she doesn't remember any other offer ever coming to them.

Mr. Caldwell reiterated that the majority of this business will come from the drive-through and walk-in customers, not from gas sales. The gas station is simply the "drawl" to get people in for convenience items. There is no real market for gas sales, but the tax revenue that the city will collect from this location will be generated from the drive-through. There will be gas pumps and a canopy but the business will be the convenience store and drive-thru.

Mr. Stivers commented that he got into local government following a bad decision by Planning Commission where an applicant submitted plans with all requirements met and were told no. That did not sit well with him and, it is his understanding that this applicant has everything in order and he does not want to stand in their way of bringing a business to Carlisle.

Mayor Winkler stated that the city has owned this land for a long time. To his knowledge, this is the first person to be interested in this small section of land. Currently, there are no convenience stores or gas stations on that end of town so, personally, he does not have a problem with this. It would be nice to have the ability to get coffee in a drive-thru in town. He believes this is a convenience that a lot of residents would enjoy.

Mr. Faulkner commented that the only reason this issue is before Council is due to the land sale. If the applicant were wanting to build on any other property in town that fit the zoning, it would go straight to permitting. Since it is before Council, he is giving his opinion on the issue.

Following lengthy discussions regarding building size, number of potential employees and traffic flow, Mr. Bicknell made a motion to adopt, seconded by Mrs. Kemper.

Roll Call:

Mr. Kilpatrick	yes
Mr. Humphries	no
Mr. Bicknell	yes
Mr. Faulkner	no
Mrs. Kemper	yes
Mr. Stivers	yes
Mayor Winkler	yes

Resolution passed on this day will be entered into Resolution Record Book as Res. 2-23.

ORD. 1-23 AN ORDINANCE DECLARING CERTAIN CITY OWNED ITEMS TO BE SURPLUS AND AUTHORIZING THE SALE OF SAID PROPERTY AND IS ON AS A SINGLE READING.

Mr. Rushing explained that in the 2023 approved Budget there is a roll-out for two mowers. Before a purchase can be made, the current mowers being replaced need to be surplus. There is a 2018 Ferris 3200 zero-turn and a 2019 Ferris FX800 front deck zero-turn. Both are capital items so, by ORC, Council must surplus these items in order to get rid of them. It has been the City's practice to either trade-in capital items or, more often than not, place them on public auction through GovDeals. This allows anyone to bid on them and the highest/best bidder would receive the equipment. The 2018 Ferris is estimated at \$18,500 and the 2019 Ferris is estimated at \$7,700. It is estimated to bring in approximately \$16,200 and it is budgeted at \$30,000 for two new replacements. We should bring in just over half for the two replacement items. This is on as a single reading so we can get these two items in order. There are still supply issues so the sooner we get the order in, the sooner we can have that equipment.

Mr. Kilpatrick asked what percentage GovDeals takes from sales.

Mr. Rushing explained that their fee is 7.5% and we absorb that from our proceeds of the sale. This has been our practice because if you add that 7.5% to the sale price, it can deter bidders. We regularly receive bids from all over the United States for our equipment.

Mr. Faulkner asked if it would be better to keep equipment until it "dies" versus selling it in the middle of its life cycle. Mr. Rushing explained that we don't want to get to a point when all of our equipment comes due for replacement at the same time. Having a scheduled roll-out for all equipment keeps that from happening. Due to our size, we do not have the ability to purchase large equipment items in high quantity so different equipment has shorter/longer life cycles to keep our replacements staggered.

Mr. Faulkner made a motion to suspend the rules requiring three readings, and have one reading by title only, seconded by Mr. Kilpatrick.

Roll Call:

Mr. Stivers	yes
Mrs. Kemper	yes
Mr. Faulkner	yes
Mr. Kilpatrick	yes
Mr. Bicknell	yes
Mr. Humphries	yes
Mayor Winkler	yes

With no further discussion, Mrs. Kemper made a motion to adopt, seconded by Mr. Humphries.

Roll Call:

Mrs. Kemper	yes
Mr. Faulkner	yes
Mr. Humphries	yes
Mr. Stivers	yes
Mr. Kilpatrick	yes
Mr. Bicknell	yes
Mayor Winkler	yes

Ordinance passed on this day will be entered into Ordinance Record Book as Ord. 1-23.

Second and Third Readings of Ordinances and Resolutions:

None

New Business:

Mr. Stivers made a motion to appoint Mr. Tim Humphries as Deputy Mayor for 2023; seconded by Mr. Faulkner.

Roll Call:

Mr. Stivers	yes
Mrs. Kemper	yes
Mr. Humphries	abstain
Mr. Faulkner	yes
Mr. Kilpatrick	yes
Mr. Bicknell	yes
Mayor Winkler	yes

Mr. Humphries has been appointed as Deputy Mayor for 2023.

Reorganization of Council Committees and Citizen’s Boards and Commissions

Mrs. Duffy explained if Council would want to change either the date and/or time of regular business meetings for 2023, this is when that should be determined based on the adopted Council rules in our codified ordinances. Timing has always been determined by Councilmembers’ work schedules and availability. Last year, Council established a set Work Session for the first meeting of each month prior to Council’s regular meeting. Council may determine how they felt that worked for the group. If it is a regularly scheduled work session, there is no requirement for a specific agenda item to be posted prior to the meeting. If it is a special meeting, of either a Work Session or meeting of Council, the agenda would have to be posted with topics of discussion and Council must adhere to only those topics posted on that agenda. She showed Council a tentative calendar of meeting dates, if they remained the second and fourth Tuesday of the month, as well as any city-observed holidays when City Hall would be closed. November and December are months when meetings possibly overlap with holidays. The fourth Tuesday in December is an observed Holiday for staff so Council may want to pick an alternate date for that meeting. Last year, Council opted to formally set the 2022 meeting schedule in December as the second and third Tuesdays.

Mr. Faulkner commented that the Charter and adopted Council are not consistent with if Council can cancel meetings and/or are required to have two meetings each month. In his mind, “shall” does not mean “must” and it is vague as to Council being able to cancel meetings. He is not sure if there has been legal opinion in the past but he would challenge that interpretation.

Mrs. Duffy explained that there has been legal interpretation by the City’s Law Director. His interpretation is that the word “shall” does mean “must” and the word “may” would be “perhaps”. When there is a conflict between a Charter Rule and an adopted Ordinance, the Charter Rule would prevail. She suggested that Council can wait until a new Law Director has been appointed and have this conversation with them.

Lengthy discussions were made regarding the meeting time of Council as well as possible alternate dates to meet in December based on when the staff-observed Christmas holidays fall. It was determined that regular meetings would be held on the 2nd and 4th Tuesday of each month with a 7:00pm start. Work sessions will be held at 6:00pm on the first meeting of each month. The month of December will have one meeting on December 12th and the second meeting will be determined later.

Mr. Kilpatrick made a motion to accept the meeting schedule for 2023 as proposed, seconded by Mrs. Kemper.

Roll Call:

Mr. Kipatrick	yes
Mr. Faulkner	yes
Mrs. Kemper	yes
Mr. Bicknell	yes
Mr. Humphries	yes
Mr. Stivers	yes
Mayor Winkler	yes

The 2023 Meeting Schedule has been approved.

Mr. Faulkner suggested that Council utilize these committees better. He would like to have these subcommittees meet more regularly, either quarterly or every other month. He feels it is an opportunity for a sub set of Council to get more interactive with staff. This would allow them the ability to vet out issues before it comes to the entire body.

Council agreed to discuss each Board/Commission/Committee individually and then vote at the end as one final approval.

Council Committees:

Economic Development: Mr. Humphries as Chairman, Mr. Stivers and Mr. Kilpatrick as members.

Finance & Legal: Mr. Faulkner as Chairman, Mr. Stivers and Mayor Winkler as members.

Lands & Streets: Mrs. Kemper as Chairman, Mr. Stivers and Mr. Humphries as members.

Public Safety: Mr. Bicknell as Chairman, Mr. Humphries and Mr. Faulkner as members.

Utilities Commission: Mayor Winkler as Chairman, Mr. Stivers and Mr. Kilpatrick as members.

Commissions and Boards:

Area Progress Council of Warren County - representative is Mr. Humphries and the alternate is Mrs. Kemper. In 2022, they had a second alternate but the group agreed a second alternate was not necessary.

Franklin Regional Wastewater Board – staff appointment is Dan Casson. It was requested by staff that an alternate be assigned for this board in the case that Mr. Casson cannot attend. Mr. Rick Dixon is currently working on his sewer certification and would like to be this alternate representative for the city.

JEMS Board – member is Mr. Bicknell. As this board is in the final stages of building its new facility, members of Council agreed that Mr. Bicknell should continue until the building is finalized.

Miami Valley Regional Planning Commission – elected official appointment is Mrs. Kemper and Mr. Faulkner is the alternate. This Commission meets the first Thursday of each month at 9:00 a.m. and Mrs. Kemper has been able to work that into her schedule quite easily and, as the alternate, Mr. Faulkner would also be available to meeting on Thursday mornings.

Miami Valley Regional Planning Commission Tech Advisory – employee is Mr. Casson and the alternate is Mrs. Cathy Walton (Planning & Zoning Administrator). The members of this commission are required to be staff. The Commission meets once a month on the third Thursday.

National League of Cities – Mr. Humphries is the Council delegate and Mr. Faulkner is the alternate. This group normally meets in November, but their meetings are also accessible online.

Warren County Health District Advisory Council – Elected official is Mrs. Kemper and the alternate is Mr. Stivers. This Council meets once a year in February.

Warren County Municipal League – appointment is Mrs. Kemper and alternate is Mr. Humphries.

Warren County Regional Planning Commission – (Full Board) Quarterly appointment is Mr. Casson and the alternate is Mrs. Cathy Walton. (Executive Board) Monthly appointment is Mrs. Walton, and the alternate is Mr. Casson. The full board meets quarterly, and the executive board meets once a month. This body serves as the county version of our local planning commission and plays a different role than the Miami Valley Regional Planning Commission.

City Charter Boards:

Charter Review Commission – This commission only meets every five years. The next meeting year will be 2027.

Parks and Recreation Board – Resident members are Mrs. Denise Eagle, Mrs. Glenna Griffin and Mr. Matt Bishop, Chair. There are currently two vacancies on this board. The board held their first meeting of the year last evening. They do plan to make more regular reports to Council. To date, there has been no ordinance adopted by Council stating this board’s role and responsibilities. This is a stumbling block for this board as they work through their future goals. It was discussed that Council have a possible liaison for this board to bridge the gap between it, Council and the Recreation & Events Committee (“Special Events Committee”).

Mr. Bicknell asked if the Special Events Committee could be dissolved. He would suggest that the two current members of that committee be moved to the vacant seats on the Parks and Recreation Board. The Committee was only developed due to a period of time when there was no involvement on the Board. Mrs. Kemper was concerned about what would happen to all of the work and current events that have been scheduled by the Committee. After lengthy discussions, it was determined that both the Parks and Recreation Board and the Recreation & Events Committee would remain in effect for 2023. Mr. Bicknell suggested that the Board and Committee meet together at times throughout the year to assist Council in developing roles and responsibilities for the Board as well as a way for these two separate entities to become one.

Personnel Board – Mrs. Allyson Couch, Mr. Douglas Lanier and Mr. Dennis Patterson are members of this board. This board is a requirement since becoming a city.

Planning Commission – Council appointments are Mr. Faulkner and Mr. Humphries. There are currently two vacancies as Mr. Robert Hurt and Mr. James Licklitter have decided to not continue with this commission in 2023. The Commission does meet the first Thursday of each month at 6:00pm. They normally do not meet in January but they do have agenda items to be discussed and a meeting is planned for Thursday, January 12th at 6:00pm. With the current members, there is just enough for a quorum. Potential members were discussed by Council Members and Mr. Steve Akers was suggested by Mr. Humphries as he currently sits on the Board of Zoning Appeals. Council recently interview Mr. Akers for the BZA and all were in agreement that he would be a good fit for Planning Commission.

Zoning Board of Appeals – Mr. Steve Akers, Mrs. Sheryl Kleckner, Mr. Steven Kemper, Mr. Patrick Boyer and Mrs. Claudia Tufts are serving current terms. There is currently one vacancy. Mr. Humphries offered to contact Mr. Akers by telephone to verify his interest in switching to Planning Commission.

Mr. Kilpatrick made a motion to take a five-minute break so that Mr. Humphries can make contact with Mr. Akers, seconded by Mr. Faulkner. All Council Members were in agreement.

Council paused regular session at 9:14 p.m.

Mr. Kilpatrick made a motion to resume regular session, seconded by Mr. Faulkner.

Roll Call:

Mrs. Kemper	yes
Mr. Stivers	yes
Mr. Humphries	yes
Mr. Bicknell	yes
Mr. Kilpatrick	yes
Mr. Faulkner	yes
Mayor Winkler	yes

Council resumed regular session at 9:17 p.m.

Mr. Humphries commented that Mr. Steve Akers is in favor of being moved to Planning Commission which opens his seat on the Board of Zoning Appeals. All Council Members were in favor of this move. Planning Commission will be meeting on Thursday and Mrs. Walton will be notified of the new member(s) so that the meeting agenda packet can be sent to them.

Mr. Humphries did thank Mr. Robert Hurt for his approximate 18 years of service. It was very difficult for him at times with his swing-shift job at ARMCO but he moved a lot of dates around in order to be available for the Commission.

Boards Established by Statute or Local Ordinance:

Housing Reinvestment Area #1 Board – appointments are Mr. Bicknell and Mrs. Kemper, Mayor’s appointments are Mr. Rushing and Mr. Casson – The Planning Commission Member will be decided at their first meeting in 2023. At the time that this board meets, they will determine the two resident members. Historically, these resident positions have been vacant. This board meets generally once a year, in the spring, to finalize current tax abatements. There will be tax abatements for this Board to discuss this upcoming year.

Ohio Records Commission – Mr. Dan Casson is the Manager-appointed Chair; Jennifer Harover is the Commission-appointed secretary, Ryan Rushing is the acting Finance Director and David Chicarelli is the acting Law Director. The Commission-appointed resident member is Douglas Lanier.

Tax Review Board – Mr. Matt Bishop is a current member. Mr. Jerry Ellender is the Manager-appointed member. There is one vacancy on this board and members do not necessarily need to be residents of the city to serve.

Volunteer Fire Fighters Dependency Fund Board – appointments are Mr. Bicknell and Mr. Stivers; staff members are Fire Chief Jeremy Lane and Assistant Chief Jason Beckett. Mr. Douglas Lanier is the Resident Member. This Board is one that we hope never has to meet. We have no local adopted policies or procedures related to this. We are compelled by the Ohio Revised Code to have this as we do operate a volunteer firefighters fund. In terms of the ORC standards, the resident member is picked by the two Council appointments and two fire department appointments. It is not necessarily an elected position. In terms of the resident, it cannot be a public employee of the entity nor a member of the local fire department and must be resident within the service area. Each of these terms are for one year.

Volunteer Peace Officers Dependents Fund Board – appointments are Mr. Bicknell and Mrs. Kemper. Police Chief Will Rogers and Jeff Piper are Police members. Mr. Douglas Lanier is the Resident Member. This Board is similar to the Firefighters Dependents board. We are required to have this board in place as we have reserve officers. If you employ reserve officers of part-time officers that are not part of a public retirement program, this board is a requirement. This board only meets as needed.

Recreation & Events Committee – This committee was not established by our Charter, ordinance or resolution. It was enacted by a motion, second and a vote on March 27, 2018. It was recorded in the minutes of that evening that this committee will be able to create village sponsored events for the community. Per the minutes, Mr. McIntosh mentioned “the lack of community involvement on the Parks & Recreation Board has left the village stagnant. To that end, he would like to create Recreation sub committee”. The make-up of that committee was three members of Council and two resident members. As it did not go through the normal channels of creation, there was no defined responsibilities nor member term limits which means it defaults to one year. Mr. Faulkner, Mr. Kilpatrick and Mrs. Kemper are Council Appointments. Citizen members are Mrs. Shawn McAtee and Mrs. Kaille Crowe.

Mr. Bicknell reiterated that he hopes throughout 2023, the two groups can meet together and come up with responsibilities and become one body in 2024. He would still recommend having a Council member be a liaison and help direct the group on future community events.

Mr. Faulkner mentioned that Council should be able to craft some sort of legislation throughout 2023 to facilitate direction to the Park Board and dissolve this sub committee.

Mr. Bicknell made a motion to amend any changes made to all Boards, Commissions and Committees as stated during this reorganizational process, seconded by Mr. Kilpatrick.

Roll Call:

Mr. Kilpatrick	yes
Mr. Faulkner	yes
Mrs. Kemper	yes
Mr. Bicknell	yes
Mr. Humphries	yes
Mr. Stivers	yes
Mayor Winkler	yes

Reorganization of the Council Committees and Citizen Boards has been adopted.

Mayor Winkler stated that this concludes the business items on their agenda. There will be an executive session to discuss the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. There will be possible action to follow.

Mr. Bicknell made a motion to enter into Executive Session, seconded by Mr. Kilpatrick.

Roll Call:

Mr. Stivers	yes
Mrs. Kemper	yes
Mr. Faulkner	yes
Mr. Kilpatrick	yes
Mr. Humphries	yes
Mr. Bicknell	yes
Mayor Winkler	yes

Council entered into Executive Session at 9:34 p.m.

Mr. Faulkner made a motion to enter into Regular Session, seconded by Mr. Bicknell.

Roll Call:

Mr. Bicknell	yes
Mrs. Kemper	yes
Mr. Faulkner	yes
Mr. Humphries	yes
Mr. Kilpatrick	yes
Mr. Stivers	yes
Mayor Winkler	yes

Council entered back into Regular Session at 9:56 p.m.

Mr. Bicknell brought Ordinance 2-23 to Council for consideration of appointing Mr. Ryan A. Rushing as the Acting City Manager and authorizing an employment agreement for such position and declaring an emergency.

ORD. 2-23 A ORDINANCE APPOINTING RYAN A. RUSHING TO ACTING CITY MANAGER AND AUTHORIZING AN EMPLOYMENT AGREEMENT FOR SAID POSITION, AND DECLARING AN EMERGENCY.

Mrs. Kemper made a motion to suspend the rules requiring three readings, have one reading by title only and declaring an emergency, seconded by Mr. Stivers.

Roll Call:

Mr. Kilpatrick	yes
Mr. Faulkner	yes
Mrs. Kemper	yes
Mr. Bicknell	yes
Mr. Humphries	yes
Mr. Stivers	yes
Mayor Winkler	yes

With no further discussion, Mr. Bicknell made a motion to adopt, seconded by Mrs. Kemper.

Roll Call:

Mrs. Kemper	yes
Mr. Stivers	yes
Mr. Humphries	yes
Mr. Bicknell	yes
Mr. Kilpatrick	yes
Mr. Faulkner	yes
Mayor Winkler	yes

Ordinance passed on this day will be entered into Ordinance Record Book as Ord. 2-23.

Mayor Winkler thanked Mrs. Duffy for all that she has done for the city.

With no further discussion, Mr. Faulkner made a motion to adjourn; seconded by Mr. Kilpatrick.

Roll Call:

Mrs. Kemper	yes
Mr. Kilpatrick	yes
Mr. Stivers	yes
Mr. Faulkner	yes
Mr. Humphries	yes
Mr. Bicknell	yes
Mayor Winkler	yes

Meeting adjourned at 9:59 p.m.

Date: 1-24-23

Randy Winkler
Mayor

Attest: [Signature]
Clerk of Council