
CITY OF CARLISLE COUNCIL – WORK SESSION MINUTES

Tuesday, February 14, 2023

CARLISLE COUNCIL CHAMBERS - CARLISLE, OHIO

Mayor Winkler called the Carlisle, Ohio City Council Work Session of Tuesday, February 14, 2023, to order at 6:01pm in the Council Chambers at the Carlisle City Hall building, 760 Central Avenue, Carlisle, Ohio with the following members 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

Staff members present: Finance Director Ryan Rushing
Clerk of Council Jennifer Harover

Discussion Items:

Food Truck Vendors

Councilmember Kemper had requested that the current annual fee for Food Truck Vendors be discussed with the possibility of lowering the cost in order to receive more interest from various local food truck.

Ms. Heather Meadows, 14 Stanton Court, Franklin of Heather's Sweet Treats, approached Council with information regarding the food truck events held in 2022. She volunteered her time in 2022 to arrange vendors for each event while providing a variety of trucks.

Key points brought to Council for consideration:

- Ms. Meadows has already received interests from vendors for 2023 events as they begin booking in early January. April through October is peak season for food trucks.
- It is believed that the \$100 Food Truck annual fee is deterring vendors from participating.
- Other city's annual fees were discussed – Springboro \$45, Franklin no fee (provide electric & water), Waynesville \$25, Germantown \$100
- Vendors have their own fees for their vehicle, product, county food license, and fuel for both the vehicle and generator.
- 2022 season began late – started scheduling in May and events were July through October. She would like the 2023 to begin in May and run through September. Offer the event weekly but have vendors participate once a month to provide a variety for residents.
- Generators used at park are very loud. Electric at the park for vendors would be more convenient and quieter. Most trucks require 110-220 amp electric but most trucks are equipped with generators.

General discussion was made by Council. Key points made included:

- Possible lowering of the fee may entice more vendors for a better variety at events.
- Being consistent with scheduling such as every Thursday evening.
- Electric at the park is currently at each shelter. Schematics of where electric could be run (as well as costs for installation) would need to be discussed with Mr. Casson, Service Director.

- Variety of trucks is important to residents based on Facebook poll.
- Invite local businesses to participate in events whether it be “grab & go” options, a mobile stand of some sort or a local discount.
- Re-evaluate the event season each year and plan the fee accordingly.

Mr. Rushing gave some history as to how the Food Truck Vendors began and how the fee was determined.

- Food Truck permits were initiated by Mr. Brad McIntosh in 2020 during the onset of Covid. At that time there was no regulation for a food truck occasionally operating at Gross Lumber and one at the “Pizza Hotline” property.
- Brick & mortar stores needed to be considered as to what they contribute to the community as well as them paying income taxes, paying utilities and paying property taxes. A minimal fee was discussed for Food Trucks when they operate within the city to keep it fair amongst all businesses and support each of them.
- There are some costs associated with these events such as possible overtime of service department employees cleaning up the park and office staff’s time processing the paperwork for permits.
- Fees for Food Truck Vendors is listed on the General Fee Schedule so the Acting Manager does have the ability to change this annually based on Council’s recommendation.

Council agreed to lower the fee to \$75 for the 2023 season. Mr. Rushing was given direction to update the 2023 Fee Schedule with the Food Vendor fee of \$75.

Chickens within the City

Mr. Kilpatrick provided Council with proposed legislation verbiage and asked for discussion.

Key discussion points:

- Subdivisions with a Homeowner’s Association. While those that do have HOAs most likely regulate chickens, it is not something that would be referenced within our codified ordinances.
- Limit the number of chickens (6), no roosters; personal use versus commercial.
- Location of a single-family residential property and not be allowed in a condominium or townhouse property.
- Residential lots within Carlisle include parcels less than ½ acre.
- Regulation of size and conformity of coops/run - roofed enclosure that provides safety and well-being as well as controls dust, odor and waste as not to create a safety hazard, attraction of rodents or health problems to surrounding properties.
- Include current zoning/building for accessory structures as to not create spot-zoning.
- Enforcement of all permitting regulations needs to be supported by Council.
- Permit process – fee or no fee; parameters include right to inspect the coop and health/safety of chickens and surrounding properties.

Mr. Andrew Hubbs of 568 Fairview, Carlisle as interested if any formal complaints of chickens were made to Code Enforcement. He gave Council a few more details about the health and well-keeping of chickens:

- Chicken require a minimum of a 2’ x 2’ for an enclosure. His current enclosure is 6’ x 10’ and is more than enough space for his chickens.

- Chickens when roosting stay together.
- Not comparing chickens to domestic dogs – would he need a permit for a doghouse.

Mr. Kilpatrick will revise his proposed verbiage and Council can continue their discussions of this topic during the March work session.

May Ballot Issue

Mr. Rushing discussed a concept with Council of a formal request to move the May ballot issue for income tax increase to November.

Key points of recommendation:

- Allow time for a unified vision, given the transition of a new city manager, goal setting sessions and retreat.
- Additional time to engage community through touch-point events like Food Truck evenings, Railroad Days and other community-related events that happen during the warmer times of the year.
- Zero difference in revenue as it does not go into effect until tax year 2024.
- School levy on May ballot. This would keep competing issues off that ballot and hopefully begin a better relationship with the School.
- Issue can be requested for removal until February 21st. Board of Elections needs a formal motion of Council.
- November ballot issues need to be certified by August 9th. First reading of legislation to request an issue in November would be May 23rd.

Council agreed to move the ballot issue to November. A formal motion will be made during Council’s regular session.

Adjournment:

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

Meeting adjourned at 7:00 p.m.

Date: 2-28-23

Randy Winkler
Mayor

Attest: [Signature]
Clerk of Council