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**MUNICIPALITY OF CARLISLE COUNCIL MINUTES  
REGULAR MEETING OF COUNCIL  
FEBRUARY 23, 2021 – 7:00 P.M.  
760 CENTRAL AVENUE, CARLISLE, OHIO**

Mayor Randy Winkler called the Carlisle, Ohio Municipal Council Regular Meeting of Tuesday, February 23, 2021 to order in Council Chambers at the Carlisle Town Hall building, 760 Central Avenue, Carlisle, Ohio. The meeting opened at 7:02 p.m. with the Pledge of Allegiance.

**Roll Call:**

Mrs. Debbie Kemper	present
Mr. Randal Jewett	present
Mr. William Bicknell	present
Mrs. Kim Bilbrey	absent
Mr. Chris Stivers	present
Mr. Tim Humphries	present
Mayor Randy Winkler	present

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

Mayor Winkler commented that Mrs. Bilbrey was on vacation, out of town, and would not be attending tonight's meeting. Mrs. Kemper made a motion to excuse Mrs. Bilbrey from tonight's meeting, seconded by Mr. Jewett.

**Roll Call:**

Mr. Bicknell	yes
Mr. Jewett	yes
Mr. Stivers	yes
Mr. Humphries	yes
Mrs. Kemper	yes
Mayor Winkler	yes

Mrs. Bilbrey has been excused.

The minutes of February 9, 2021 were presented to Council for review. Mr. Bicknell made a motion to approve the minutes as presented, seconded by Mrs. Kemper.

**Roll Call:**

Mr. Jewett	yes
Mrs. Kemper	yes
Mr. Stivers	yes
Mr. Humphries	yes
Mr. Bicknell	yes
Mayor Winkler	yes

The minutes of Council’s Work Session of February 9, 2021 were presented to Council for review. Mr. Jewett made a motion to approve the minutes as presented, seconded by Mr. Bicknell.

**Roll Call:**

Mr. Humphries	yes
Mr. Stivers	yes
Mr. Bicknell	yes
Mr. Jewett	yes
Mrs. Kemper	yes
Mayor Winkler	yes

**Public Forum:**

No members of the public were present.

**Council Report:**

Mr. Bicknell congratulated the Carlisle girls’ varsity basketball team for winning Sectionals. The game went into overtime and he heard it was an amazing win for them. He also wished luck to the Carlisle 6<sup>th</sup> grade boys basketball team as they head into their championship game.

Mrs. Kemper thanked the Service Department for again keeping the road cleared and safe for the community during this past week’s snow event. She also thanked the volunteer firefighters and our Police Department for continuing to keep this community safe. She attended the Franklin Area Chamber meeting, virtually, this past week. The lead speaker was Josh Myers from Edward Jones and he gave some great information about stock and retirement for 2021. Tom Duffy of Warren County’s Ohio Means Jobs spoke about an area-wide virtual job fair being held on March 9<sup>th</sup> from 10:00 a.m. – 2:00 p.m. You can register call (513) 652-9955 for more information. She also extended her prayers to the families of the 500,000 lost so far to COVID-19. Mrs. Kemper also reminded residents about nominations for educators/teachers in the county for Project Excellence. Nominations can be made online through February 28<sup>th</sup> at [www.apcwc.org/projectexcellence](http://www.apcwc.org/projectexcellence).

Mr. Jewett had no comments for this evening.

Mr. Stivers recently read a report from the Department of Wildlife stating that coyotes will be more active during the month of March as it is their mating season. He encouraged residents with small pets to not leave them outdoors unattended or for extended periods of time. He congratulated Carlisle senior, Nolan Burney, for scoring his 1,000<sup>th</sup> point during his high school basketball career.

Mr. Humphries attended the Carlisle School Board meeting on Monday evening when Dr. David Vail, Superintendent, was awarded a 3-year contract. While driving on Central Avenue this week, he noticed that there are several streetlights needing repair/bulb replacements between Dairy Queen and Norfolk Street. He would like that information passed along to our Service Department.

**Mayor’s Report:**

Mayor Winkler reminded citizens to check their mailboxes on a daily basis. He noticed one morning that all of the mailboxes along Janet and Chestnut were open. He then spoke to a relative that had witnessed the

same thing on Lincoln. This happened to be a Wednesday morning and he is curious if someone was hoping to find Social Security checks as they are normally delivered on the third Wednesday of the month. He reported the incident to Police Chief Rogers and there have been no other reports at this time. He would like everyone to keep an eye on their mailboxes and, if they are expecting something of importance, to retrieve it as soon as possible.

**Manager's Report:**

Mrs. Duffy wanted follow-up with the nominations that she spoke of last meeting for the Best of Warren County. Nominations have been finalized and she is sad to report that nothing from Carlisle made the voting list. However, she still encourages everyone to go and vote for their favorites as there are some great nominations for Warren County. [www.ohioslargestplayground.org](http://www.ohioslargestplayground.org) Voting will be available through March 5<sup>th</sup>. She thanked Mr. Humphries for his report of the streetlights on Central. She will pass along the information to our Service Director who will contact Duke about the issue. The Village does not service the streetlights as they are maintained by Duke. There is a link to contact Duke directly about any issues with streetlights and it can be accessed through our Village website. If a resident does utilize this report link, please have either the pole number or exact location of the pole as well as a description of the issue. Any repairs to streetlights are not instant. Duke gathers several requests from one area before sending out a repairman. Mrs. Duffy pointed out to Councilmembers that each of them have in their binders the annual reports from Sheriff Larry Sims as well as the Drug Task Force. This year, they felt it was more comfortable for everyone if they submitted their annual reports versus being in person. If Council feels that they would like to have either of these to appear at a meeting, they are more than willing to come in. As the warmer weather moves in and the snow begins to melt, many residents will begin cleaning out their homes and garages. Please contact the Utility Department for disposal of larger household items as Rumpke may need to provide an extra pick-up schedule or larger truck for some items. Mattresses and couches or chairs need to be wrapped before placing by the curb and a bulk pick-up will need to be scheduled.

**Committee Report:**

None

**Old Business:**

None

**New Business:**

None

**First Reading of Ordinances and Resolutions:**

**RES. 3-21 A RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO AN AGREEMENT WITH CMT FOR GENERAL ENGINEERING SERVICES AND DECLARING AN EMERGENCY.**

Mrs. Duffy explained that this legislation would be to continue services with CMT for three years as well as provide two one-year extensions. An RFP for services was advertised and several phone calls were made for information but only two proposals were submitted. After reviewing both submissions, Staff is recommending that the Village continue working with CMT. They have a great history with the Village and Staff has always been satisfied with their previous performance. There are also several ongoing projects that the Village would benefit by having their continued involvement. The emergency for this legislation is due to the expiration date of their current service agreement which is March 14<sup>th</sup>. There would not be enough time for three readings in thirty days before their current agreement would expire leaving the Village without contracted engineering services.

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

**Roll Call:**

Mr. Humphries	yes
Mrs. Kemper	yes
Mr. Bicknell	yes
Mr. Jewett	yes
Mr. Stivers	yes
Mayor Winkler	yes

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

**Roll Call:**

Mr. Jewett	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. 3-21.

**ORD. 3-21 AN ORDINANCE FOR REAPPROPRIATIONS/SUPPLEMENTAL APPROPRIATIONS FOR CURRENT EXPENSES, AMENDMENT #1 AND DECLARING AN EMERGENCY.**

Mr. Rushing explained that this legislation would be for reappropriation of funds to the Fire Department for \$60,000 needed for a ¾ ton truck. This need is immediate due to the Fire Department lacking a

roadworthy, non-fire vehicle. Currently, the department has three non-fire vehicles: 2001 Ford F-250, 2005 Chevrolet Tahoe and 2005 Crown Victoria. The Tahoe and Crown Victoria are not serviceable as they both require significant repairs. The F-250 is well beyond its life cycle and does not provide adequate space for more than two passengers. The need for a non-fire vehicle was brought to Staff's attention in December of 2020. The Department would like to have a basic work truck that can transport four or more passengers as well as provide a space to carry equipment without cross contaminating the passenger area. Mr. Rushing showed a picture of a work truck that is available and meets most of the department's needs. This vehicle would adequately accommodate 5-6 passengers and has vinyl seats and flooring. They would still need to shop for an appropriate bed liner, shell cover as well as antennas, radio, and computer. Mr. Rushing stated that due to COVID health concerns, there is no current 2021 Ohio bids for government vehicles. It is also rumored that GM, Ford and Chrysler may not be awarded sales in 2021 which means that budgeted vehicles will be extremely hard to find. The appropriation is requested at \$60,000 which should be on the high-end to outfit this complete vehicle. Our Police Chief can attest that finding a vehicle is difficult right now as the police department was told it would be 4-6 months before delivery of their cruiser. Even with this planned appropriation, circumstances out of Staff's control could push receipt of a non-fire vehicle into 2022. Mr. Rushing explained that this vehicle would serve multiple purposes for the department. Not only could it be used for emergencies that do not require a fire engine, but it could also be utilized for attending meetings, transporting equipment and attending community events. The Department ended their 2020 budget with \$30,000 left in appropriations giving them a fund balance of \$380,000 so there are funds available for this purchase. Staff is requesting approval of this appropriation so they can capitalize on pricing with vehicles that are currently on dealer lots.

Mr. Stivers asked how the balance in this account jumped to \$380,000 when they only had \$30,000 left from 2020 and \$150,000 annual budget. Mr. Rushing explained that the fund balance and the fund appropriation are two different balances. The appropriation is merely what is approved to be expended from the budget line and does not reference the actual fund balance. Mr. Stivers asked why Council was just hearing of this issue when Mr. Rushing knew of the issue last week. Mr. Rushing explained that while he did locate a truck last Thursday, there were many details that he was not aware of and had to research. To bring the appropriate information to Council, he needed to have the Interim Fire Chief and Captain view the vehicle and detail what additional equipment would be recommended. Since those individuals are not full-time employees, it did take some time to get information back from them for him to continue his research of needed expenses and best pricing. He could have informed Council last Thursday but at that point, he did not have a good understanding of what was needed to complete the vehicle to the Department's choices and had no information on actual pricing. Mr. Stivers asked if this vehicle would be a part of the assets that would be given up if the current fire study suggests going through the merger with Franklin Township and JEMS. Mr. Rushing stated that all assets of the Fire Department would become a piece of the merger; however, division of assets would be somewhat negotiable based on the merger agreement. This type of vehicle is something basic that could be utilized in other departments of the Village and is not specific to fire use so that would make it negotiable. There will be many little details of a merger if that is how the study is decided and agreed upon. Our current Charter states that fire service must be provided but does not dictate whether it is done "in-house" or could be a contracted service.

Mr. Humphries made a motion to table this ordinance. Because the Village is actively seeking a new Fire Chief and has an interim Chief, that it should be held off until that person is determined. He feels that this new hire may want more input on what type of vehicle could be best utilized within the department. He is not against the purchase of this vehicle but feels it should be postponed until a Chief has been established.

Mrs. Kemper stated that she feels it is necessary to arrange the funds for this vehicle as soon as possible not simply for the Fire Department but for the safety of our community. She believes that Staff has done adequate research and is comfortable with moving forward on this issue.

Mayor Winkler thanked Mr. Rushing for his due diligence on this issue. After his meeting with the current volunteers at the Fire Department, he believes this vehicle is important to the emergency services in the Village. This vehicle would give fireman the ability to transport equipment that is currently being transported at times in personal vehicles.

Mr. Jewett agrees with Mayor Winkler that this vehicle is necessary. It could easily be 1-2 years before a possible merger would even take place if it is even decided to do so. He does not feel that the status as of the current Chief has anything to do with this decision as Mr. Humphries commented. Considering that 2 of the 3 current non-fire vehicles are out of service, he feels this vehicle would be a benefit to the department and its employees regardless of who is overseeing the daily activities.

Mr. Bicknell agreed with Mr. Jewett and Mayor Winkler. In his prior conversations with the JEMS Chief, he feels this vehicle will be an asset to not only our current Department but, if the merger happens, all three entities could benefit from this vehicle purchase. When Carlisle gets a new chief, he is positive that he/she will find this vehicle to be a positive for the department.

Mr. Rushing explained that he appreciates all of Council's comments. These are unusual times and there are still loop holes that will need to be vetted out before a purchase will be completed. When looking at a possible merger of departments, all assets of the department will be reviewed, both physical and liquid as well as personnel.

Mrs. Duffy also commented that a merger could be several years away, and the department needs some sort of solution now. Finding a vehicle is going to be restricted and could be a long process. Council needs to remember that this legislation is only for the appropriation of funds and is not a guarantee of a purchase. There are still items that Mr. Rushing and the Department need to determine before finalizing anything. She also reminded Council that Mr. Humphries does have a motion on the floor to table this legislation.

Mayor Winkler acknowledged the motion of Mr. Humphries to table the legislation and asked for a second. No second was given. Mr. Humphries' motion was not carried.

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

**Roll Call:**

Mr. Bicknell	yes
Mr. Jewett	yes
Mr. Stivers	yes
Mr. Humphries	no
Mrs. Kemper	yes
Mayor Winkler	yes

Mr. Humphries stated that his vote should not be construed as a negative. He is not against the purchase of a vehicle. He has specific criteria in mind when a reappropriation of funds is requested, and he does not feel that this falls properly into that equation.

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

**Roll Call:**

Mr. Jewett	yes
Mrs. Kemper	yes
Mr. Bicknell	yes
Mr. Humphries	no
Mr. Stivers	yes
Mayor Winkler	yes

Ordinance passed on this day will be entered into Ordinance Record Book as Ord. 3-21.

**Second and Third Readings of Ordinances and Resolutions:**

**RES. 2-21 A RESOLUTION AUTHORIZING A VARIANCE OF SECTION 1282.05 EXTERIOR LIGHTING PLAN REGARDING MINIMUM LIGHT LEVELS FOR AN ACCESS DRIVE LOCATED ON THE CARLISLE LOCAL SCHOOL PARCEL (3<sup>rd</sup> Reading).**

Mr. Bicknell made a motion to adopt, seconded by Mrs. Kemper.

**Roll Call:**

Mrs. Kemper	yes
Mr. Stivers	no
Mr. Jewett	yes
Mr. Bicknell	yes
Mr. Humphries	yes
Mr. Stivers	yes
Mayor Winkler	yes

Resolution passed on this day will be entered into Resolution Record Book as Res. 2-21.

ORD. 1-21 AN ORDINANCE TO AMEND SECTION 618.01 DOGS AND OTHER ANIMALS RUNNING AT LARGE; DANGEROUS AND VICIOUS DOGS (3<sup>rd</sup> Reading).

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. Jewett	yes
Mayor Winkler	yes

Ordinance passed on this day will be entered into Ordinance Record Book as Ord. 1-21.

ORD. 2-21 AN ORDINANCE ACCEPTING THE FINAL PLATS OF WATERBURY, SECTIONS THREE AND FOUR AND CONFIRMING THE DEDICATION OF EASEMENTS (3<sup>rd</sup> Reading)

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

**Roll Call:**

Mr. Jewett	yes
Mr. Humphries	yes
Mr. Bicknell	yes
Mrs. Kemper	yes
Mr. Stivers	yes
Mayor Winkler	yes

Ordinance passed on this day will be entered into Ordinance Record Book as Ord. 2-21.

Mayor Winkler stated this conclude the business portion of their meeting.



With no further business, Mrs. Kemper made a motion to adjourn, seconded by Mr. Jewett.

**Roll Call:**

Mr. Jewett	yes
Mrs. Kemper	yes
Mr. Bicknell	yes
Mr. Humphries	yes
Mr. Stivers	yes
Mayor Winkler	yes

Meeting adjourned at 7:58 p.m.

Date: 3-9-21

Randy Winkler  
Mayor

Attest: [Signature]  
Clerk of Council