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**MUNICIPALITY OF CARLISLE COUNCIL MINUTES**  
**REGULAR MEETING OF COUNCIL**  
**MARCH 9, 2021 – 7:00 P.M.**  
**760 CENTRAL AVENUE, CARLISLE, OHIO**

Mayor Randy Winkler called the Carlisle, Ohio Municipal Council Regular Meeting of Tuesday, March 9, 2021 to order in Council Chambers at the Carlisle Town Hall building, 760 Central Avenue, Carlisle, Ohio. The meeting opened at 7:04 p.m. with the Pledge of Allegiance.

**Roll Call:**

Mrs. Debbie Kemper	present
Mr. Randal Jewett	present
Mr. William Bicknell	present
Mrs. Kim Bilbrey	present
Mr. Chris Stivers	absent
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 Mr. Stivers would not be in attendance tonight due to illness. Mr. Jewett made a motion to excuse Mr. Stivers from tonight's meeting, seconded by Mrs. Kemper.

**Roll Call:**

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

Mr. Stivers has been excused from tonight's meeting.

The minutes of February 23, 2021 were presented to Council for review. Mr. Bicknell made a motion to approve the minutes as presented, seconded by Mrs. Kemper.

**Roll Call:**

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

**Public Forum:**

No members of the public were present.

**Council Report:**

Mrs. Bilbrey was happy to report that food trucks will be coming back to the Village on Thursday evenings beginning on April 8th. Local residents and Mr. Craig Harris, Valley Real Estate Services, have made plans to have great times again at the Pizza Hotline parking area with social distancing and mask requirements. There are plans being made for an Easter Egg Hunt on April 3<sup>rd</sup>, more information on that will be coming out soon from Brian Morris. She thanked all of the residents that have applied for various vacant seats on Council Boards and Committees. Interviews will be taking place in the next couple of weeks and we are still accepting interests. All vacancies are listed on the Village's website. She and other local residents were able to drop off some donations to the volunteers at the Fire Department. They were all very gracious and want the community to know they are anxious to be involved with any local block parties, outreach or gatherings with in the Village. If there is a resident who would like to have the Fire Department show up at their event, please contact Chief Roger Hurley.

Mr. Bicknell congratulated the fourth, fifth and sixth grade boys and girls for winning the Dayton Metro League in their divisions. The sixth grade girls' trophy was actually placed in the trophy case at the Elementary end of the school. He appreciates the school allowing that as the trophy was not from a school-supported sporting event. He cautioned residents that as the weather gets warmer, more people will be out and about riding motorcycles and cutting grass. This brings a safety concern to all streets as any grass clippings left in the road or right-of-way can be a huge hazard to those on motorcycles, bicycles or scooters. As you cut your grass, please refrain from blowing the clippings into the streets and dispose of them on your personal property.

Mrs. Kemper attended the Warren County Health Department teleconference on March 2<sup>nd</sup>. They had plenty of information regarding vaccines in Warren County. If anyone is looking for a vaccination schedule, you can call 513-695-SHOT and they will connect you with a local vaccination establishment. They were also given a listing of local places to receive COVID testing which include CVS in Franklin, Kroger in Middletown and CVS in Springboro. The Franklin Area Chamber involves Franklin, Carlisle and Franklin Township as well as has participating businesses from Springboro and Middletown. She encourages Carlisle businesses, organizations or individuals to get involved with this Chamber. Their office is open Monday through Friday from 9:30am – 3:30pm. All information is available on their website at [www.chamber45005.org](http://www.chamber45005.org) She also reminded all residents about the openings our various Boards and Commissions which are listed on our website. This weekend is Daylight Savings Time and we will spring our clocks forward one hour on Saturday night.

Mr. Humphries had a concern regarding the restricted 20 mph signs in front of the school property. The signs say during restricted hours but those hours are not listed. He would like to have a definition of what the "restricted hours" are. When turning right to go north on Jamaica Road from Fairview Drive, there is no 25mph sign posted, just the 20mph restricted sign. As the weather is getting warmer, students are walking after school to the Marathon and Subway. There is a crosswalk provided to the students that is not being taken advantage of with children still running across State Route 123 from the backside of Town Hall. He believes it is a responsibility of our schools and families to try and get those

students to utilize the safest route. He would like to create a discussion with Council on having a timeframe of minimum standard for presentations to either Planning Commission or Board of Zoning Appeals. He is currently working with someone filing in Lawrenceburg, Indiana and you are not able to get on their agenda unless you have submitted the applicable paperwork two week prior to their meeting. This allows the staff to get organized and do their review prior to meeting publicly. He would like to get something in place like this for our boards. He feels that our staff is continually rushed with last minute submissions.

Mr. Jewett tagged onto information Mr. Humphries and Mr. Bicknell, with days getting longer and warmer, kids are out playing. Sometimes they pay attention to traffic and other times they are distracted so he urges citizens to slow down in neighborhoods and watch out for the younger residents. Grass clippings are a safety concern for not only those on motorcycles but also for the local storm sewers. Our Service Department struggles each year with keeping these drainage areas from getting clogged and backed up.

**Mayor's Report:**

Mayor Winkler commented that most of his points have already been covered. He also wanted to touch on the warmer weather and kids being out playing.

**Manager's Report:**

Mrs. Duffy announced that this weekend at the Warren County fairgrounds is a drive-through experience called "Ice World". She encourages residents to go check it out with their families. There is more information available on their website at [www.warrencountyfairhio.org](http://www.warrencountyfairhio.org) This is a ticketed event. The Franklin Area Chamber of Commerce is an area Chamber and they do strive to incorporate areas of the Township as well as Carlisle. They do a great job of promoting local events. They are gearing up for their summer rewards and recognition of businesses, non-profits and individual citizens. There are definitely categories that Carlisle can have a very strong presence. Residents can help nominate through May 1<sup>st</sup>. Categories include Citizen of the Year, Business of the Year (which Carlisle Dairy Queen won in 2019), Industry of the Year as well as certain renovations that have helped to contribute to the area image. There are many Carlisle residents, organizations and businesses that should have a strong showing. It is tax season! Last year, the deadline was extended so it does seem like this has come around again very quickly. The tax deadline for this year is April 15<sup>th</sup>. Our tax office is a single employee and does a great job but please help her to help you. The earlier that you can get your information together, the better off the entire process will be. Email is a great communication tool right now as the office gets busier. As a reminder to new citizens, Carlisle handles the municipal tax and not the school tax.

Mrs. Bilbrey asked for clarification on the process of filing an extension. Mrs. Duffy explained that citizens who file an extension with their Federal or State filing, need to report such to our income department as the Federal/State extensions are not automatically reported to us. If our local office does not receive a copy of the extension from the resident, they will receive a \$25 late fee from our income department.

Mayor Winkler also reminded citizens that in Carlisle you do have to file regardless of whether or not you owe taxes. Mrs. Duffy explained that we do have mandatory filing which means that every person who claims residency within the Village and is 18 years of age or older is required to file a local income tax return. That does not mean that they owe any taxes, as filing and owing are two separate pieces. She encourages everyone to file early so everyone will be aware of any tax burden they may or may not have for the year.

Mr. Humphries added more information regarding the Franklin Area Chamber. It has been in the works for several years now. As Carlisle, Franklin and Franklin Township all utilize the 45005 zip code, the Chamber is in the process of changing their name from Franklin Chamber to Chamber 45005. This will be more inclusive for all three entities. Mrs. Duffy stated that the branding of the Chamber is transitioning and they have reached out to a marketing representative for a new logo.

Mrs. Kemper also commented that the Warren County Health Department will be sponsoring the Tire Recycling program this year. One will be held on April 10<sup>th</sup> in Turtlecreek Township from 9:00am until noon and again on April 24<sup>th</sup> in Wayne Township from 9:00am until noon. More information can be found on our Village website.

**Committee Report:**

None

**Old Business:**

None

**New Business:**

None

**First Reading of Ordinances and Resolutions:**

**ORD. 4-21 AN ORDINANCE APPROVING THE EDITING AND INCLUSION OF CERTAIN ORDINANCE AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCE OF CARLISLE, OHIO AND DECLARING AN EMERGENCY**

Mrs. Duffy explained that our codified services are through American Legal who keeps our online codified up to date as well as our printed copies. This legislation will formally accept the reprinting of updated pages that reflect items that Council locally adopted as well as any updated State code revisions or changes. We follow State code so we need to be sure those changes are adopted within our local ordinances so we can adhere to them. Locally we had several zoning code changes regarding setbacks of accessory buildings as well as food trucks. These things are already in full force and effect as Council adopted them, this legislation actually puts them into the codified pages. It is



before Council as an emergency so that we can capture the updates in a timely manner for the State code changes.

Mrs. Bilbrey 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
Mrs. Bilbrey	yes
Mayor Winkler	yes

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

***Roll Call:***

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

Ordinance passed on this day will be entered into Ordinance Record Book as Ord. 4-21.

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

None

Mayor Winkler stated that there are no other agenda items on for this evening. Council will be having a Work Session immediately following that is open to the public.

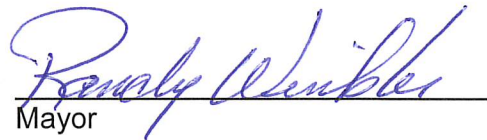
With no further business, Mr. Bicknell made a motion to adjourn, seconded by Mrs. Bilbrey.

**Roll Call:**

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

Meeting adjourned at 7:30 p.m.

Date: 3-23-21

  
Mayor

Attest:   
Clerk of Council