
**CITY OF CARLISLE COUNCIL MINUTES
REGULAR MEETING OF COUNCIL
JUNE 14, 2022 – 7:00 P.M.
760 CENTRAL AVENUE, CARLISLE, OHIO**

Mayor Randy Winkler called the Carlisle, Ohio City Council Regular Meeting of Tuesday, June 14, 2022 to order in Council Chambers at the Carlisle City Hall building, 760 Central Avenue, Carlisle, Ohio. The meeting was opened at 7:01 p.m. with the Pledge of Allegiance.

Roll Call:

Mrs. Kim Bilbrey	absent
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

Mayor Winkler commented that Mrs. Bilbrey had contacted him and the Clerk of Council about not being in attendance this evening. She continues to deal with an ill family member. Mrs. Kemper made a motion to excuse Mrs. Bilbrey from tonight's meeting, seconded by Mr. Kilpatrick.

Roll Call:

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

Mrs. Bilbrey has been excused from tonight's meeting.

The minutes of May 24, 2022 were presented to Council for review. Mr. Stivers made a motion to approve the minutes as presented, seconded by Mr. Bicknell.

Roll Call:

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

Minutes of May 24, 2022 have been adopted.

Public Forum:

Police Chief, Will Rogers approached Council. He is excited to inform them that Carlisle will once again be participating in National Night Out. This will be held on Tuesday, August 22nd at Roscoe Roof Park from 6:00pm – 9:00pm. He already has several community groups that have committed to being in attendance that evening and is hoping to have a very successful event this year. Last year's event had a very good turn-out and he is hoping for an even better one this year. National Night Out is a national event and can lead to participation difficulties when all neighboring cities are having their own events.

Mayor Winkler read a public notice for the 2023 Tax Budget. Pursuant to the ORC 5705.30, the Carlisle City Council will be holding a public hearing for the year 2023 Tax Budget on Tuesday, June 14, 2023 at 7:00 p.m. at 760 Central Avenue, Carlisle Ohio. This public hearing is limited to 30 minutes, with 15 minutes for proponents and 15 minutes for opponents. Copies of the Tax Budget are available for public inspection in the office of the Finance Director at 760 Central Avenue, Carlisle Ohio during business hours of Monday through Friday 8:00 a.m. to 4:30 p.m.

No other members of the public approached Council.

Council Report:

Mr. Humphries gave respects to a member of the community that recently passed away, Mr. Bob Fehrmann. They had their fun times as well as highs and lows but Mr. Fehrmann was a passionate Carlisle resident. He had served on Council as an appointed member and he cared deeply for his community. Mr. Fehrmann will be greatly missed. Voting this November will not take place at Hillcrest Baptist Church and will be taking place at Baptist Tabernacle on Dubois Road. Their brand-new facility will give ease to deliveries as well as to voters who are not able to utilize stairs. Due to the recent issues in the area, he is once again proud to live in Carlisle. The kindness of this community in a time of need makes him realize that he does not want to live anywhere else. Neighbors have been checking on each other, gathering supplies, packing ice and exchanging coolers in order to help each other save what they can and that is the beauty of Carlisle. We become resilient when our backs are up against a wall and it is a blessing to live here.

Mr. Stivers thanked all of the storm responders. This has definitely been a team effort. Driving through town there is really no evidence of a storm passing through other than a few trees down. As a reminder, malfunctioning lights at an intersection does revert the intersection to a four-way stop regardless of the number of lanes coming into it. This weekend is tournament at the CBA ballfields and the concession stand needs some volunteers.

Mr. Kilpatrick appreciates the great storm response. It was great to see our Police and Fire out so quickly cleaning up our roads and helping citizens.

Mr. Bicknell attended a JEMS meeting last Monday. He believes that monthly run sheets have been submitted to Mrs. Duffy. Mutual aid numbers in were in the 20's and, for the second month in a row, JEMS did not receive any additional mutual aid, meaning they were able to cover the entire area of Franklin Township and Carlisle during all shifts. This is a great example of how well their new scheduling is going and making sure that sufficient coverage is available at all times. There was a meeting with the law firm that JEMS is using in regards to the building. They have met regarding the

financials and are getting everything lined up so the bank can move forward with the loan process. That will be the next step in their very large checklist. They have also found out that the Franklin City round-about project has been pushed back to 2024 to begin construction. This will allow them some time if any issues come up during the JEMS construction. He knows that Chief Madden appreciates all of the support that he has received from our City Manager. They had a meeting a few weeks ago that allowed them to squeeze the building down by 300-400 square feet. Unfortunately, this won't give much of a cost saving as the cost of materials continues to go up. They have gotten interviews completed for new lieutenants that will be added to the staff and should have that process wrapped up soon.

Mrs. Kemper thanked City staff for the quick response in serving our community following the storms. Mrs. Duffy opened up Town Hall for residents to come in and cool off or charge electronics. She also thanked the community for reaching out to each other to help. There were businesses that also opened up to help our community: Simply Brown, Village Station, Carlisle Pharmacy and Zip-In. She truly appreciates those that have checked in on our elderly residents. This is a great community. She thanked the Warren County EMA for sending pallets of bottled water to our Police & Service Department so families could come by and get fresh drinking water. When she spoke with Mrs. Duffy this afternoon, she was on her way to Roscoe Park to help fill-up containers for those families on wells. She thanked the Police and Fire departments for being out late last night and early this morning. The Carlisle Lions Club is collecting plastic in order to recycle it and make a bench. There are more details on their website or Facebook page as they can only take specific types of plastic but anyone who would like to donate to them, it would be greatly appreciated. Items can be dropped off at the Lions Club or at Gross Lumber. They will need 500 lbs. in order to make one bench.

Mayor's Report:

Mayor Winkler extended his condolences to the Fehrmann family. Bob was a good friend of his as well as a neighbor. He stopped up and saw his wife yesterday and she is doing okay with a lot of family helping her this week. He spoke with Tim Abbott of Duke Energy earlier today and he was told that it could be a couple more days for complete restore of power. However, with the reports coming in this evening, it looks as though they are moving quicker than expected. There was a transmission line down in Springboro and they were working on that and then they were moving to specific subdivisions. He explained that there were three pallets of bottled water from the Warren County Emergency Management Association and if there is anyone who is still out of power and needs water, the Police/Service Departments will open back up at 8:00 a.m.

Manager's Report:

Julie Duffy thanked all of the crews in the community. Time and time again, these crews have shown that they are rockstars when it comes to spirit and coming together to help each other. She appreciates everyone's patience and understanding as we try to work through this together. Obviously, Duke is a huge company and they experienced a significant amount of damage and debris to their entire system. She does not know how their grid network works but it is a beautiful, spider web of lines where one neighbor may not have power but the one directly across the street does. We do know that Duke has relocated some crews during the storm from Indiana to help improve power service. Duke has a great website where they will text you and give you specific updates to your residence and when you can

expect outages or restoring of power. This is a great service to sign up for through your Duke account for future needs. There is a link for that website on our Facebook page. Our crews were small but mighty as our Fire department worked 24 hours assisting areas outside of our jurisdiction as their units were helping other calls for service. The blend of mutual aid working together was definitely put into play during these past couple of days. Our Police were working extra hours to help cover the needs of the community during this time. Our Service department arrived around 4:00 a.m. for a call of water issues and then remained on duty through their normal work hours. The plan for tomorrow is to continue working with the needs of the community and what we can do to help. There will be residents who do have not power restored tonight. Both water filling stations will be open tomorrow at Roscoe Roof Park and Town Hall. In our community, when you lose power, it is more than an inconvenience, it is a matter of public health due to so many homes having well water. There will be a hose outside of Town Hall as well as at Roscoe Park that will be self-serve. This water can be used for drinking, bathing, cooking or just flushing toilets. Expected hours will be between 7:30 a.m. and 8:00 p.m. We did get a very generous donation of bottled water from Warren County EMA. Their distribution plan was to give each jurisdiction one pallet. They realize that Carlisle is unique in that no power means no water so we ended up receiving three pallets. These are being given out one case per family through our Police/Service department at 474 Fairview Drive. If you need water or know of a neighbor that needs water, please ask. If drinking water is needed during the overnight hours, please call Warren County Dispatch at (937) 425-2525 and let them know that you would like to meet a Carlisle Officer at the station to get some water. After power is restored, the clean-up will begin. Any brush, limbs or trees that fall on your property is the homeowner's responsibility. Please make contact with your insurance company to understand what steps you may need to go through in order to file the appropriate claims. The City will take care of any debris on public property and/or on the streets. Rumpke does pick up yard waste as part of our contract. Keep in mind that it does need to be bundled in a way that one individual can pick-up to put into the truck. Guidelines to follow are that the secured bundles can be no bigger than 2' in diameter or 4' in length. Some items may need to be trimmed down in order to bundle them. Individual items of limbs over 6" will not be accepted. Please put loose items into garbage bags, bundles or containers. These items can also be comingled with existing garbage. If you have any questions, please contact our Utilities Department and she will get an answer for you as quickly as possible. Updates for all city information will be posted on our Facebook page. If you don't already follow us, it is a great source of local information.

Committee Report:

None

Old Business:

None

New Business:

None

First Reading of Ordinances and Resolutions:

RES. 6-22 A RESOLUTION AUTHORIZING THE CITY MANAGER OR DESIGNEE TO SUBMIT AN APPLICATION FOR THE OHIO FIRST RESPONDER WELLNESS, RECRUITMENT, RETENTION AND RESILIENCY GRANT AND DECLARING AN EMERGENCY.

Mrs. Duffy explained that she is presenting this legislation to Council on behalf of Chief Lane. He apologizes that he cannot be here tonight but he needs to care for his family now that he has the community safe for the moment. This resolution will allow Chief Lane to seek for grant fundings on behalf of the city as part of the Ohio First Responder Wellness, Recruitment, Retention and Resiliency Grant. This grant is \$75,000,000 that the state has set aside for this particular purpose. It is geared more for recruitment and keeping first responders through pay incentives, bonuses, job fairs and other retention. There is a caveat of this grant that does allow for submitting in consideration of equipment. Both Chief Lane and Chief Rogers have reviewed the grant to get some of taxpayer's monies back locally. Based on what could be considered, Chief Rogers did not feel that his department could benefit from this particular grant but he will keep looking. Chief Lane is hopeful that his application will be successful. He will be using the resiliency portion of this grant to possibly get funding for 15 sets of fire gear as well as access to some online educational training that the department can use for our firefighters to keep and maintain their required certifications. Our total request of this grant is \$53,775. We are hoping our small request will give us a better chance. It is being presented as an emergency as the deadline for submission is June 17th. Chief Lane has the application set to go with just a few reviews in the hopes that Council will approve it tonight.

Mr. Humphries asked if this was a straight grant or if there were a level of matching involved. Mrs. Duffy explained that this is a straight grant and if we are successful, it will be 100% funded. If we do receive the grant, Mr. Rushing will bring back some additional budgetary appropriations to account for the money. There is no matching requirement for this program.

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

Roll Call:

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

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

Roll Call:

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. 6-22.

RES. 7-22 A RESOLUTION ADOPTING THE FISCAL YEAR 2023 TAX BUDGET FOR THE MUNICIPALITY OF CARLISLE, OHIO, AND IS ON AS A SINGLE READING.

Mr. Ryan Rushing explained this legislation is for the 2023 Tax Budget. This is a statutory process that must be completed by the Ohio Revised Code. For those members who have not gone through this process before, you can view this as a “needs budget”. This process is reviewed by the County Budget Commission which is comprised of the County Auditor, County Treasurer and County Prosecutor. All 88 counties within the state of Ohio have a budget commission and the ORC allows each commission to either accept a tax budget or prescribe another method to get the same information they would otherwise obtain through a tax budget. Montgomery County is one of the few counties that does not require a tax budget. Warren County does require a tax budget. The tax budget is a compliance tool that is reviewed to ensure that all taxes collected by the county, which in our case is only property taxes. In Carlisle’s case, there is only one voted-in levy which is for our volunteer fire department. It is a 2 Mil levy that brings in roughly \$150,000 each year. They also use this information from the tax budget to determine the local government fund allocation. Albeit the local government fund is quite small. We receive about \$50,000 from this fund. It is a requirement by statute and we have to report two years of actual revenue and expenditures for all of our funds and, within certain funds, specific activities of funds. We also have to project what we estimate revenues and expenditures for the current year of 2022 as well as the following two years, 2023 and 2024. The county budget commission will take this information to determine if there is a need for the taxes collected. It seems counterintuitive but the county does not have to collect the revenue in which is voted upon by the residents. The county budget commission has to prove there is a need for the revenue being collected. It is to show that we are not just collecting funds simply for the sake of collecting funds. The county budget commission reviews that and ensures that there is a need. The second major item of a tax budget is to ensure that we are not budgeting to spend more than what we have in the city coffers. In the state of Ohio, we have a balance budget rule which means we have to balance our budget each year and we cannot spend more than what we have. If the county budget commission accepts the budget, they will return an official Estimated Certificate of Resources. This certificate is the initial guiding document to develop the 2023 budget. Essentially, this certificate states each of the funds maximum amount in which Council is able to appropriate. An appropriation is the legal authority to spend money. An appropriation is not an expenditure. An expenditure is when money is actually spent. The county budget commission will send us the official certificate of estimated resources some time in August. That will need to be adopted by emergency as it needs to be submitted back to the county by a state deadline of September 1st. That will be a resolution to accept that certificate and to accept that we are officially requesting the County auditor and treasurer to collect the property taxes that are owed to

Carlisle. The county budget commission will then adopt it and accept our official certificate of estimated resources which will then be returned back to us at the end of the year. This is a very useful tool to initiate the budgeting process for the upcoming year. This needs to be submitted back to the county budget commission by July 15th which is why it is on as a single reading.

Mr. Humphries asked, knowing that this process happens every year, is this something that could have been brought to Council a meeting or two ago in order to have the normal three reading cycle. Mr. Rushing explained that it is possible but financial statements from the previous year are not due until May 31st of each year. He is not done completing the previous year's financial statements until that statutory deadline. It is in his best interest to complete the previous year before moving on to the preceding year. Is it possible, yes; however, due to the operations and efficiency of our offices, his time is spread across many objectives so he does not always have the luxury of staffing to assist him.

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

Roll Call:

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

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

Roll Call:

- Mr. Kilpatrick yes
- Mrs. Kemper 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. 7-22.

ORD. 12-22 AN ORDINANCE DETERMINING TO PROCEED WITH THE LIGHTING OF STREETS, LANES, AND OTHER PUBLIC WAYS IN THE CITY OF CARLISLE, OHIO. – 1ST Reading

Mr. Rushing explained that this is step two of a three-step process for street light assessment that the city has since 2006. This has been a great program for the community for well over a decade. The first step was adopted through a regular three-reading cycle with Resolution 4-22 on April 26, 2022. Step two and step three can be read concurrently as it has been for many years and will go through the three-reading cycle. Step two is an ordinance to proceed with the assessments for street lights. We

have passed legislation of necessity and step two will be the official stamp of approval to proceed with the street lights. Step three is actually the ordinance levying those street lights. This is all driven by the Ohio Revised Code and seems to be a bit excessive with so many steps but we are creatures of the state and must follow State legislature. These will be read concurrently and the following ordinance authorizes the levying of these special assessments.

Mr. Kilpatrick asked if the City can make decisions to add to our street lighting and, if so, how does that get added to this assessment. Mr. Rushing stated that Council does have a Utility Commission and that could be work through that commission. We do have several needs especially with retro-fitting our street lights with LED lighting which he has spoken about to Council before. The City of Franklin just completed their project and it is just a matter of time before we will need to do it as well. However, we don't have the corresponding upfront capital to pay for that. Any property taxes or special assessments within the state of Ohio are in arrears which means you pay for 2022 property taxes in 2023. If we were to do any massive capital improvements, we would have to have the cash up front to pay for that and then seek assessments the year following. It would be a larger project that would come down to what the budget could support. It is something that should definitely be reviewed and have a plan in action for it to be addressed. Mr. Kilpatrick reiterated that in order to have something like this addressed, it should go through Utility Commission for review and then brought to Council for approval. Mr. Rushing agreed that would be the best way to handle it. There are three members of Council on the Utility Commission that could discuss the possibility of what they would like to see and what feedback was given from the community. Also discussion of whether or not the project was phased in, would it be front loaded as well as it being discussed with Duke to get on their schedule. Retrofitting every single street light in a community is going to be a large project. He is definitely supportive of the Utility Commission working with Duke to get this project lined up.

This legislation will be on Council's agenda for a second reading on June 28, 2022.

ORD. 13-22 AN ORDINANCE LEVYING SPECIAL ASSESSMENTS FOR LIGHTING OF THE STREETS, LANES AND OTHER PUBLIC WAYS IN THE CITY OF CARLISLE, OHIO WITH ELECTRIC LIGHTING.

This legislation will be on Council's agenda for a second reading on June 28, 2022

Second and Third Readings of Ordinances and Resolutions:

ORD. 11-22 AMENDING THE PROVISIONS OF THE INCOME TAX ORDINANCE TO PROVIDE FOR AN INCREASE IN THE INCOME TAX OF ONE-HALF OF ONE PERCENT (0.5%) FROM AND AFTER JANUARY 1, 2023, FOR THE PURPOSE OF PROVIDING REVENUES FOR EXPENDITURES FOR POLICE SERVICES WITHIN THE CITY OF CARLISLE, BY AMENDING SECTIONS 881.012 AND 881.081 OF THE CODIFIED ORDINANCES OF THE CITY OF CARLISLE, SUBJECT TO THE APPROVAL OF THE ELECTORS OF THE CITY OF CARLISLE. – 2nd Reading

This legislation will be on Council's agenda for a third and final reading on June 28, 2022.

Mayor Winkler stated that this concludes the items on their agenda. Council will be entering into Executive Session to discuss possible appointment(s) to City Charter Review Commission. There will be possible action to follow.

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

Roll Call:

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

Council entered into Executive Session at 7:44 p.m.

Mr. Bicknell made a motion to exit Executive Session and enter back into regular session, seconded by Mrs. Kemper.

Roll Call:

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

Council entered into regular session at 9:19 p.m.

Mr. Stivers made a motion to nominate Mr. Ronald Schumaker, Mr. Patrick Boyer, Mr. Steve Akers and Mr. Matthew Shuman to the Charter Review Commission, seconded by Mr. Bicknell.

Roll Call:

Mr. Bicknell	yes
Mr. Kilpatrick	although this is not his first consideration, he believes it to be a well-rounded group and is certain that good discussions will be made during the review so he is voting "Yes"
Mr. Stivers	yes
Mr. Humphries	yes
Mrs. Kemper	yes
Mayor Winkler	yes

Mayor Winkler commented that the 2022 Charter Review Commission is now set. Previous appointments were Martin Neal, Craig Harris, Allyson Couch, Douglas Lanier and Jason Faulkner. This

evening, Patrick Boyer, Steve Akers, Matthew Shuman and Ronald Schumaker have been added to make up the required nine members.

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

Roll Call:

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

Meeting adjourned at 9:20 p.m.

Date: 6-28-22

Ronald Winkler
Mayor

Attest: [Signature]
Clerk of Council