
**MUNICIPALITY OF CARLISLE COUNCIL MINUTES
REGULAR MEETING OF COUNCIL
JUNE 22, 2021 – 7:00 P.M.
760 CENTRAL AVENUE, CARLISLE, OHIO**

Mayor Randy Winkler called the Carlisle, Ohio Municipal Council Regular Meeting of Tuesday, June 22, 2021 to order in Council Chambers at the Carlisle Town Hall building, 760 Central Avenue, Carlisle, Ohio. The meeting opened at 7:03 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	present
Mr. Tim Humphries	present
Mayor Randy Winkler	present

Staff members present: Village Manager Julie Duffy
Clerk of Council Jennifer Harover

The minutes of June 8, 2021 were presented to Council for review. Mr. Jewett made a motion to approve the minutes as presented, seconded by Mrs. Kemper.

Roll Call:

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

Minutes of June 8, 2021 were approved.

Public Forum:

Mrs. Duffy approached Council to introduce Jeremy Lane as Carlisle's new Fire Chief. Chief Lane has a long career in fire service and a wealth of experience in fire protection services specializing in EMS. He is the Program Administrator with Butler Tech as well instructor. He is also a lieutenant with JEMS. He is very familiar with the area, mutual aid, and our department. Mrs. Duffy is very happy to be introducing him to Council and welcoming him to Carlisle.

Mayor Winkler conducted Chief Lane's oath of office as Carlisle's new Fire Chief. Council welcomed Chief Lane and his family.

Mayor Winkler announced a Public Hearing will be held regarding the rezoning of 343 Central Avenue. There will be 15 minutes for proponents as well as 15 minutes for opponents. He opened the floor up to any proponents that wanted to address Council.

No one approached Council. Mayor Winkler opened the floor up to any opponents that wanted to address Council.

No one approached Council. Mayor Winkler closed the Public Hearing.

Mayor Winkler welcomed any members of the community that wanted to address Council on any other topic. No one approached Council. Mayor Winkler closed the Public Forum.

Council Report:

Mr. Humphries asked for all residents to please watch their speed while traveling through the community. There seems to be an increase of rolling through stop signs and going over the posted speed limits. As the weather warms up, the focus of safety needs to be higher with more people out and about. As Independence Day moves closer, he wishes safe travels to those visiting families and taking vacations.

Mr. Stivers attended the 2021 Franklin Chamber of Commerce Awards earlier this evening. Carlisle citizens and/or entities swept all but two categories. He believes that speaks volume for our community. Business of the Year was Carlisle Manor and they have been a focal point in the community for many years. Both of his grandparents were occupants of this facility at one point and their care was always top-notch. Mr. and Mrs. McKinney were given the Eldridge Award for their property on Central Avenue next to People's Bank. It is a beautiful property, and he encourages everyone to drive by and look. Craig and Kim Harris were given the Perry Maxwell Award for all of their outstanding service to the community. The Farm on Central was given the Thirkield Award for their business improvements. Carlisle Local Schools was a co-winner with Franklin City Schools of the Presidential Award for making sure that all students were fed throughout the pandemic of 2020. Railroad Days will be on for 2021 the weekend of August 13/14. He gave a shoutout to the Service Department after the bad storms that came through on Friday night. Looking around town now, you would not know that anything happened as everything looks fantastic. He congratulated Chief Lane and welcomed him to the family.

Mayor Winkler commented that he had heard Railroad Days would be held on the school property this year. Mr. Stivers stated that he was not sure about that but had heard the rumor. Mr. Humphries explained that the event is supposed to be held near where the softball and baseball currently is, utilizing that portion of the grounds and parking area. Mayor Winkler thanked them for the clarification.

Mrs. Bilbrey welcome Chief Lane and she is happy to have he and his family here. She thanked his family for allowing Carlisle to have him as it is a sacrifice for them. She congratulated our Service Department for getting the park in such amazing condition. She was there today to scope out everything before the concert on Thursday and everything looks top-notch. There is new mulch, new dedications for some of the memorial trees and it looks great. She encourages everyone to come out on Thursday and enjoy the concert as well as food trucks. The weather forecast is looking fantastic. She is still overwhelmed by how many businesses are taking part in the activities. There will be free

giveaways by various local businesses. Six different food trucks will be on site beginning at 6:00pm – Good Golly Ms. Molly, Little Boijon Asian Cuisine, What the Taco, Salty Dog, Heather’s Sweet Treats and Ron’s Holy Smokin’ Bar-B-Que. She thanked everyone who participated in the Community Garage Sale this passed weekend. The storms that came through really made it questionable, but everyone continue through and the Village had a great turnout of participants. There seemed to be a lot of activity and she thanked everyone who came out. She is also asking that everyone take care of their neighbors as the weather gets hot. If you have an elderly neighbor especially if they live alone, please check in on them from time to time. Make sure that they have working air conditioning and/or fans, plenty of water and food. If anyone is interested in participating in the Railroad Days parade, please let them know. The line-up will be at 8:15 a.m. and the parade will begin at 9:00 a.m.

Mr. Bicknell welcomed Chief Lane to Carlisle. He appreciates he and his family making the sacrifice to come help our community. At the JEMS Board Meeting last evening, it was announced that by the end of this week or next week, each entity should be receiving their preliminary report for the feasibility study. It will then be mid to late July before the remaining portion is released. With all of the changes currently happening in Franklin around the current JEMS facility, for every question that is answered another two questions surface, so the process is taking a bit longer than hoped but they are headed in the right direction. They hope to have a something substantial soon to begin the process. JEMS is currently struggling with employees and work hours, as are most businesses. It is becoming more difficult to have two ambulances always running. They would like to have a call response time of less than 7 minutes, currently it is just over 7 minutes which is not where they want it to be. The Board did approve, pending background checks, four new EMT basic employees and one paramedic. They are doing their best to hire new people, but JEMS is just one of many companies that are struggling to find employees. They are positive about being able to get back on track and they do not foresee any long-term issues.

Mrs. Kemper congratulated Chief Lane and his family. She also commented on the Franklin Area Chamber awards program this evening that was sponsored by People’s Bank. She congratulated all the winners and thinks it is great that so many of them were from Carlisle. Franklin and Carlisle Schools fed so many students throughout the pandemic. Every family had different circumstances, but they made sure that every student had food which was an amazing feat for both communities. There were over 100,000 meals were distributed. She reminded everyone about the Concert in the Park on Thursday which is being put on by our Events Committee. No one has to cook dinner that night as the food trucks will be opening at 6:00 p.m. and music will begin at 7:00 p.m. There will be plenty of entertainment and local businesses will have plenty of free giveaways and snacks. Please come out and enjoy a night in the community. The Community Garage Sale last weekend was a bit tricky with all of the storms, but it ended up being a very nice day on Saturday. She thanked Chris and Traci Stivers for their neighborhood block party. They opened their yard for the event and Franklin Baptist Church provided a grill-out. It was for love and kindness in the community, and it was amazing.

Mr. Jewett welcomed Chief Lane to Carlisle. He thanked his family for allowing him to be in Carlisle. He thanked Mrs. Duffy, the Events Committee, Service Department, and all employees who have been working on the Concert in the Park. An event like this does not happen without a lot of work behind the scenes.

Mayor's Report:

Mayor Winkler congratulated all of the winners from the Franklin Chamber event. He thanked Chief Lane for wanting to come to Carlisle and he looks forward to working with him. He is willing to help out as much as he can as he makes his transition to Carlisle.

Manager's Report:

Mrs. Duffy commented that she is very to be presenting Chief Lane to the community. This type of career is not just about him, it requires love and support from his family. She appreciates his family coming out tonight to show their support of him as this is an added job to his already busy schedule. She welcomes all of them to our Carlisle family. She explained that part of the conversations with Chief Lane during his interview process was about providing outstanding fire service, working with our staff of volunteers and being community oriented. He is looking forward to being involved in all aspects of this job. She thanked all the Carlisle staff following an interesting week or two of weather issues. You do not realize when you are at home deciding on whether or not to take shelter that there are people in our community like Chief Lane, Chief Rogers, our police officers and our Service Department who don't have that luxury. They are there through storms, hail, and tornadoes that will be responding when an emergency occurs. The community sometimes takes that for granted and she wants to take this opportunity to thank all of our emergency personnel for keeping our community safe at all times in all types of weather. If there is a word that she would like to spread throughout 2021, it would be KINDNESS. We are all coming off of a very unique situation in our time. Whether it is dealing with a cashier in a restaurant who may be out of your preferred dining choice or someone who is answering a phone, remember that behind every interaction is a human being who has their own struggles. If we could remember to spread kindness and joy and remember that we are all humans. We got through 2020 together and we get beyond it and back to normal together.

Committee Report:

None

Old Business:

None

New Business:

None

First Reading of Ordinances and Resolutions:

Mrs. Bilbrey commented to Council that before this reading takes places, she would like to make members aware of a conversation she had earlier this evening. Mr. Craig Harris approached her and Mrs. Duffy, individually, at the Franklin Chamber program. He wanted to know how things went as the Council's last meeting was not properly completed. He is simply looking for feedback about his proposal to Council and if he will have the opportunity to meet again with them. Out of fairness to Mr. Harris, she would like to express to Council his concerns. Mrs. Duffy explained that typically these types of discussions happen in Executive Session and she didn't know if he wanted his name to be out.

There was information brought to Council's last meeting. Unfortunately, that meeting was cut short so she is not sure if Council is wanting to entertain future discussions with this so that Staff as well as the individual could have feedback. She knows there was some discussion that these two topics could be related so she is happy to have Council continue their Executive Session discussions if they so choose.

Mayor Winkler asked Council if they would like to add an Executive Session to tonight's meeting to finish discussions that were cut short during their last meeting. Mrs. Bilbrey apologized to all members for the discussion. Mr. Jewett commented that he believes they should finish the meeting this evening with an added Executive Session. Mrs. Duffy explained that since the Executive Session was not advertised, Council would need to vote to amend tonight's agenda, adding on the Executive Session. There will then need to be a motion to enter Executive Session with a reason stated for the meeting. At that point, Council would follow protocol for a typical Executive Session. Mr. Stivers asked if that motion needed to happen prior to the current legislation being discussed. Mrs. Duffy commented that it is up to Council. Staff can present the legislation, or it can be tabled for discussion at a later time. Mrs. Bilbrey explained that is why she brought up the matter so that proper action could be taken concerning tonight's legislation. Mayor Winkler stated he did not feel like this discussion would interfere with any decision made in Executive Session. He feels okay to move forward with the legislation. Mr. Jewett commented that he was comfortable with moving forward with the legislation and, considering their Executive Session discussions, there may be caveats that could be put into an agreement with Apex if they decide to go that route. Council will move forward with the current legislation.

RES. 8-21 A RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO AN AGREEMENT WITH APEX COMMERCIAL GROUP FOR PROPERTY SALES AND MARKETING REPRESENTATION; AND DECLARING AN EMERGENCY.

Mrs. Duffy explained this legislation for Council. Based upon Council's direction to provide them with a possible agreement with APEX Commercial Group as an accessor, marketing, and real estate broker for the remaining acreage in the Carlisle Business Park. The Village currently owns about 53 acres that are made up of 5-6 individual parcels. This would allow the Village Manager the authority to sign that agreement once it has been properly vetted and reviewed by our law director. It is being presented as an emergency as Council was interested in moving forward as quickly as possible to get the property appraised and marketed so we can hopefully get some property sales completed giving the Village additional businesses within our community.

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

Roll Call:

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

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

Roll Call:

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

Resolution passed on this day will be entered into Resolution Record Book as Res. 8-21.

ORD. 13-21 AN ORDINANCE AMENDING THE CARLISLE ZONING MAP TO CHANGE THE ZONING CLASSIFICATION OF +/- 1.6174 ACRES AT 343 CENTRAL AVENUE FROM B-2 GENERAL COMMERCIAL DISTRICT TO M-2 GENERAL MANUFACTURING DISTRICT.

Mrs. Duffy explained that early tonight, Council held a Public Hearing regarding the rezoning of property at 343 Central Avenue. This legislation is information about that request for rezoning. The property in question is Phil’s Auto & Tire, located at 343 Central Avenue. When a property gets rezoned, it is a two-step process. Step one is a public hearing at the Planning Commission, which did occur in May. The second step is a public hearing and action by Carlisle Council. As part of the requirement for rezoning, there is a public notification that involves a 20-day notice before it comes to Council in a newspaper of general circulation. The Village typically uses the Franklin Chronicle and that was completed on May 13, 2021. Letters were also mailed to all property owners within 500 feet of the perimeter of the property notifying them of the public hearing. Those mailers were sent out on May 24, 2021. The property itself is technically three separate parcels with the Warren County Auditor based upon how the development has grown over the years. The owner, Mr. Wilcher, indicated that the Auditor has informed him that the parcels would be difficult to combine so Staff will be talking about these parcels as one unit. The property is currently zoned B-2 (General Business). On State Route 123, this property is the end of that particular zoning. The vacant land around it to the east (formerly homes) is zoned as B-2 and the vacant land to the west as well as the gravel pit behind it, is currently zoned M-2. Mr. Wilcher is wanting to reclassify so that his current use naturally conforms to the allowed uses within that zoning classification. As a B-2 business, vehicle repair garage is not an allowed use either by right or by conditions in a commercial district. At one point, back when he purchased the property, the use was allowed. However, during the Code update in 2013, uses changed and was no longer allowed. As a business owner, he is lawfully non-conforming which means he can continue to operate as an auto repair service because he was in compliance at the time of the change. But, when you are lawfully, non-conforming, there are certain caveats to it such as business expansion. Mr. Wilcher approached the Village wanting to have his property rezoned to M-2 which does allow vehicle repair garages. He is simply planning for the future that if, or when, he is ready to sell the property, he does want a prospective buyer to purchase a lawfully, non-conforming property. His intentions as verbalized before the Carlisle Planning Commission are that he has no intentions of selling any time soon nor does he plan on expanding. He is landlocked as the property to the right is

owned by the Village that was purchased with grant dollars. The property to the west is owned by the Miami Conservancy District and they are fairly protective of their land. The odds of that vacant property being developed and/or sold are quite low. By reclassifying this property to M-2, it would give him greater flexibility of using the property for other permitted uses. From Staff's point of view and based on the total acreage of the property, it is not likely to be developed by a large manufacturing organization. The Planning Commission did have a public hearing where they reviewed this request and their recommendation to Council was that the rezoning request be approved. This will not create any spot zoning as it will match the boundaries to it and will shorten the general business classification area. The use and the current business will not change. This is before Council as a first reading as the applicant is not in a hurry and this will allow any necessary discussion about the rezoning. He could not be here this evening due to health issues and did apologize for his absence but if Council does have any questions for him, she would recommend that they let her know and she will have him plan on attending Council's next meeting for the second reading of the legislation.

Mayor Winkler stated that Mr. Wilcher called him earlier this evening and said that if he or Council had any questions, he was more than welcome to call him on his cell phone and he would be glad to answer any possible questions.

Ordinance 13-21 will be on Council's agenda for a second reading on July 13, 2021.

Second and Third Readings of Ordinances and Resolutions:

None

Mr. Jewett made a motion to revise tonight's meeting agenda to add an Executive Session; seconded by Mrs. Bilbrey.

Roll Call:

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

An Executive Session has been added to tonight's agenda.

Mayor Winkler announced that regular business has been concluded and that Council would be entering into Executive Session to discuss the sale or purchase of public property.

Mrs. Kemper made a motion to move into Executive Session; seconded by Mrs. Bilbrey.

Roll Call:

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

Council entered into Executive Session at 7:38 p.m.

Mr. Jewett made a motion for Council to back into regular session, seconded by Mr. Stivers.

Roll Call:

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

Council entered back into regular session at 7:52 p.m.

Mrs. Bilbrey commented that Franklin Township will be offering a shuttle service and driver for the Concert in the Park. Parking will be available at the Carlisle High School and the shuttle service will take people to Roscoe Park from 6:00 p.m. – 7:30 p.m. Return shuttle from the Park back to the high school will be offered from 9:00 p.m. – 9:30 p.m. She thanked Mrs. Stivers and Franklin Township for making this shuttle happen. She also stated that the shuttle will be handicap accessible. Mrs. Duffy stated that the shuttle will be the senior services bus so it will be handicap accessible. Mrs. Duffy also thanked the schools for allowing use of their parking lot for the evening.

Mayor Winkler has approached several members of Council regarding the possibility of amending times of work sessions. He would like to know if all members would be available for work sessions beginning at 6:00 p.m. This would give them a specific timeline to stay on task. Staff has been here all day working their normal business hours and then they are still here in the evenings waiting for Council to finish so he would like to try and help them get home to their families a little sooner. He would like Council's opinions on whether that time would fit everyone's schedules. This would put their work sessions prior to Council meetings versus after. Mr. Jewett commented that there may be times that he is not available and, unfortunately, may not know until that day but he is willing to move the time up. Mr. Bicknell asked that, if they have a work session item that will take longer than an hour, they make plans to continue the discussion at a later time and/or chose an off-night evening for that discussion. He wants to be sure that all items are given their due diligence whenever possible, so items are not rushed based on time restraints. Mrs. Duffy explained that Council always has the discretion to call a work session on any evening if they have an agenda and proper notification to the public of that meeting. If it is a regular-standing meeting, the public is aware that there is a consistent schedule of Council and are able to come hear the topics of discussion. All Council Members were in agreement to move the time of work session scheduled for the first meeting of the month to begin at 6:00 p.m.

Mrs. Bilbrey made a motion to amend their monthly Work Session schedule to be the first meeting of the month beginning at 6:00 p.m., seconded by Mrs. Kemper.

Roll Call:

Mr. Stivers	yes
Mr. Humphries	yes
Mr. Bicknell	yes
Mrs. Kemper	yes
Mrs. Bilbrey	yes
Mr. Jewett	yes

Council's Work Sessions will be scheduled for the first meeting of each month beginning at 6:00 p.m.

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
Mr. Stivers	yes
Mayor Winkler	yes

Meeting adjourned at 7:59 p.m.

Date: 7-13-21

Randy Winkler
Mayor

Attest: [Signature]
Clerk of Council