
MUNICIPALITY OF CARLISLE COUNCIL MINUTES
REGULAR MEETING OF COUNCIL
JUNE 27, 2023 – 7:00 P.M.
760 CENTRAL AVENUE, CARLISLE, OHIO

Mayor Randy Winkler called the Carlisle, Ohio City Council Regular Meeting of Tuesday, June 27, 2023 to order in Council Chambers at the Carlisle City Hall building, 760 Central Avenue, Carlisle, Ohio. The meeting was opened at 7:00 p.m. with the Pledge of Allegiance.

Roll Call:

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|------------------------|---------|
| Mr. Jason Faulkner | 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, Chris Lohr

Mayor Winkler asked for a motion to excuse Mr. Faulkner due to a work commitment. Mr. Humphries made a motion to excuse Mr. Faulkner from tonight's meeting, seconded by Mrs. Kemper.

Roll Call:

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

Mr. Faulkner has been excused from today's meeting.

The work session minutes of June 13, 2023 were presented to Council for review. Mr. Kilpatrick made a motion to approve the minutes as presented, seconded by Mrs. Kemper.

Roll Call:

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

The work session minutes of June 13, 2023 were approved.

The regular meeting minutes of June 13, 2023 were presented to Council for review. Mr. Humphries made a motion to approve the minutes as presented, seconded by Mrs. Kemper.

Roll Call:

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

The regular meeting minutes of June 13, 2023 were approved.

Public Forum:

With no guests in the audience, Mayor Winkler closed the public forum and moved on to Council Reports.

Council Reports:

Mr. Humphries:

1. For the citizens of Carlisle, if they are in between recycling when the truck comes on Tuesday morning there is a green Rumpke dumpster on the property to the left of the Franklin Township building which accepts paper, glass, cardboard and plastic and that empties every Friday morning, so if they are in the process of cleaning out and have any of those recycle streams, there is a place for them during the week in between regular service.
2. There are multiple attachments on the front of Rumpke vehicles so that if you face the mount to your trash bin to the road they can mechanically grab it, pick it up and stay in the truck and not physically have to get out and lift each bin. Please continue to turn as many of the handles towards your property as possible.
3. At the recent Warren County Municipal League function he obtained the PowerPoint from Warren County and gave it to the City Manager to distribute. It will be sent to each Council member to see the differences between the old and the new prison. Alta Fiber sponsored the event. A question posed was how much does it cost Warren County to house an inmate for 24 hours. The answer was \$92.50, so that is what citizens are paying to house an inmate per day.

Mr. Stivers:

1. He wanted to wish everyone a happy 4th of July. For those travelling just be safe and be courteous as lots of people will be travelling and we don't need any road rage incidents over the weekend.
2. He also wanted to congratulate Officer Little that is moving on as he got a position elsewhere that is a step up for him and wanted to thank him for his service.

Mr. Kilpatrick:

1. We had the possibility of a severe weather storm Sunday and thankfully it went around us on both sides.

2. He recently installed a secondary power on their property and went in this evening and signed up for alternative power supplies. The website is: <https://energychoice.ohio.gov>. It is very easy to go onto the Ohio Exchange and sign up for what is usually a much cheaper rate. He estimates they saved 3.5-4 cents per kilowatt-hour and it only took a few minutes. He was able to look at all the options and click the one that made sense for them. It listed wind and solar as renewable energy sources. He highly encourages folks to do that especially at this time of year as energy prices just went up from Duke and it's also the time we are using a lot of energy with air conditioning.

Mr. Bicknell:

1. We are in full bore mowing season across the City so as a reminder please keep your grass clippings in your own yard. Don't leave them out on the road or let them go down the storm system. Not only is it hazardous to our motorists but it's also hazardous for our storm sewers. It causes more labor for our Service to have to go and clear out clogs.
2. He wished everyone a good, safe 4th of July. Please keep your kids away from fireworks, keep a fire extinguisher close, and let the Fire Department know if you're going to have any kind of burn. He did not believe we're on a burn watch right now, but if you decided to have a small fire, please be courteous to call the non-emergency number to let them know so that a neighbor or someone driving down the street doesn't call and report a fire at your house. Mr. Humphries added the non-emergency phone number is 937-425-2525.

Mrs. Kemper:

1. She enjoyed the recent Municipal League dinner with Mr. Stivers and his wife. It was very informative. She stated the new jail is just awesome. Major Brett Richardson spoke. He let everyone know if you know of anyone interested in a job that there are always jobs available. Just go on the Warren County website. He said he spends a lot of time hiring and trying to find people to work over there and they are great jobs. There are plenty of government jobs available there as well as here in Carlisle.
2. She wanted to thank Darlene Hicks, the Executive Director of the Board. She does an amazing job of organizing Board meetings. She thanked everyone for letting her be on the Board with the County as she enjoys meeting with the elected officials and the information obtained.
3. Food Truck Thursdays are going great. A lot of trucks are selling out. Heather is having another giveaway drawing this week, so on Thursday, stop and get dinner and put your name in for the drawing. There are six items from the different businesses being given away. A lot of people come to enjoy the park, and when they get done grab something to eat to take home so it's really worked out well. She wanted to thank Heather for her work and thank Chris for posting it on our Facebook page every week.
4. With this coming weekend being Independence Day, look at the website and the different areas having parades and fireworks. There are many activities going on for families so just enjoy the time with your family and be safe and be respectful of others.
5. The Carlisle offices will be closed on Tuesday.

Mayor Winkler closed the Council reports and moved on to the Mayor's Report.

Mayor's Report:

1. Mayor Winkler wanted to thank Officer Jordan Little for his time here in the City of Carlisle. He hates to see him leave as he is a great Officer, and the City of Tipp City is gaining a great employee. He wishes him nothing but the best in the future.
2. There is a lot of activity going on in Cincinnati, so he would suggest if you don't have to go there, don't go. The Taylor Swift concert is sold out at Great American Ballpark on Friday and Saturday nights, the Cincinnati Reds are sold out, and the soccer program is sold out so there is going to be a multitude of traffic trying to get into Cincinnati. I-275 would be a great option if you do have to go that direction.

Mayor Winkler closed the Mayor's Report and moved on to the City Manager's Report.

Manager's Report:

1. On Sunday, the Police Department held the first ever Bike Rodeo. It was lightly attended. We had some pretty hot weather plus severe storms were predicted working against us. He wanted to thank everyone in the Police Department, especially Officer Czarnota and Becky Estes, our Clerk of Courts, for all the work they put into it. Although we did not have a big community response, they believe it is something of value to the community especially getting the kids to think about safety and wearing helmets appropriately. They're going to try some other things next year and may try it in May before school lets out. Hopefully we get more interest there.
2. On the hiring front, he brought a Finance Director candidate in for a 2nd interview today with staff and it's very promising. It's very possible he could have a new Finance Director here by the end of July. It isn't finalized yet, but it would be very exciting to have another person. He also has had a pretty good response for our Service Worker 1 position. Applications keep coming in. We're at a total of 15 applications and there are four really strong candidates. We're going to try to get some interviews scheduled for next week and the following week. He would like to get that department fully staffed in terms of Service Workers. He has also posted a Finance Clerk and has received three applications so great progress there as well.
3. Regarding permitting, he and Cindy have been working very hard to learn the system, and how to work with Springboro and all the permits and fees. It's been a bit of a challenge, but we are getting to the point where he thinks we can address what's coming in. Cathy has been very gracious to come in and help us review permits after hours and that has kept us from falling very far behind. With that, he wanted to mention too that in the month of June we received permit apps for five new homes so that's very promising for our developments and very good for the community.
4. The Fire Department has placed a new order for a fire engine. We were originally looking at delivery closer to the end of 2024 but the Chief was contacted today and they said it may be in January or February, which is great. The flip side of that is we won't have the new fire station

ready. It would be nice to have that piece of equipment sooner than planned, but we may have to find a temporary location for it until the fire station is completed. As he understands, it might be ready possibly by the end of March so we're looking at maybe two months that we may need a temporary home. Mr. Humphries asked is the non-fit issue height or length or both? Mr. Stivers responded he believed it was height, not length. Mr. Lohr stated when he spoke to Chief Lane, they didn't talk about dimensions so much as just having a spot for it. We may have two fire engines at once and one that we will want to sell. Mr. Humphries said we need to raise one of the doors for the back truck anyway. Mayor Winkler stated he didn't think height would be an issue. It may just be that they're just filled up. Someone said they believe we are at 13' clearance now and he believes they were going to raise it to 14' for that truck. This isn't a ladder truck so he doesn't think they are over 13' but he could be completely wrong. Mr. Lohr said he just heard this news earlier today and can have a discussion, but he does know we're going to have to make some adjustments but it's great news that we're getting it earlier.

Mr. Kilpatrick asked who was doing maintenance under the underpass. Mr. Lohr said it may have been the train folks, he wasn't sure. Mr. Kilpatrick said they heard beeping and grinding. Mr. Lohr will look into it to see what was going on. Mr. Humphries said they were down there but they never really closed the underpass off. They all thought it was the train crew then as that seems to be their emotes.

The Mayor wanted to publicly thank Cathy for coming in after hours to help us to keep things going. He knows Jennie has also left her contact information and is willing to help. He knows Dan Casson is doing the same thing. They've moved on but have not abandoned us. They are great folks and we're very appreciative of the time we had with them, but also grateful they are still willing to help keep us going.

Mr. Stivers asked if Dan's job had been posted. Mr. Lohr indicated he hasn't posted that job yet. He has been working through the other positions. Mayor Winkler said we have an excellent team down there. Rick Dixon and John Coffey are doing an excellent job of keeping things going. Dan trained those guys very well and he appreciates them stepping up and helping like they are.

Committee Report:

Mr. Bicknell shared J.E.M.S. updates as a Committee Report.

1. All utilities should be done on the new site so citizens should see the foundation start next week with the goal for the foundation to be done by end of July and start seeing walls go up soon and major movement on the land. They're very excited about it. They are in the process of moving up the closing date for the current J.E.M.S. building. The closing date doesn't change the effect of our usage as we'll still be able to use it; it's more of a formality on the City of Franklin side to get that completed and done. We have it written in the contract that we will continue to operate out of it until we absolutely need to move for them to start the roundabout on Sixth Street.
2. He stated they are hiring and have been blessed to be able to be able to fill their crews completely. Currently that are getting more Paramedics applicants than Basics which is amazing. They like to have a mixture of both, but when we have the ability to have 2-3 Paramedics on-site at one time it makes more confidence for our citizens when they make a call that they have people that are trained to do all of it. They are continuing that process.

3. The new street address for the new building is 495 Central Avenue. They are still working on what the new station will be called. It's currently Station 15. They will have that out to everyone once that's been decided. Mr. Stivers remarked if we are looking for some community-type involvement in this maybe we should have a contest on what to name the building. Mr. Bicknell indicated he could reach out to ask. It's more of a Chief Madden inquiry and he doesn't know it well enough to know for sure, but the way the old system was when they would do their calls they used station numbers such as Station 12. The new system operates off the closest ambulance in that area so a lot of times when they're having a meeting over at the current J.E.M.S. building and there's an ambulance parked outside the garage door and one inside the garage, the signal will hit the one outside one that's from another area because it is technically closer to the scene address than the other one. Naming is more whether we will still be Station 15 after we move or if will be called headquarters or something like that, but he will get with Chief Madden to make sure.

Mayor Winkler thanked Mr. Bicknell for representing Carlisle with J.E.M.S. He knows he's been very busy with all that in the last year or two. Mr. Bicknell stated it's been interesting, fun, and a little hectic with a little anxiety, but to see dirt move and trucks over there means it's starting to come to fruition. The Mayor thanked him for his hard work.

With that the Mayor closed the Community report.

Old Business:

None

New Business:

None

Mayor Winkler moved on to First Readings of Ordinances and Resolutions.

First Reading of Ordinances and Resolutions:

ORD. 18-23 DETERMINING TO PROCEED WITH ASSESSMENT OF STREET LIGHTING COSTS - (1st reading)

AN ORDINANCE DETERMINING TO PROCEED WITH THE LIGHTING OF STREETS, LANES, AND OTHER PUBLIC WAYS IN THE CITY OF CARLISLE, OHIO.

With no further discussion, this legislation will be on Council's agenda for a Second Reading at the next meeting on July 11, 2023.

RES. 14-23 A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH BARRETT PAVING, INC. FOR IMPROVEMENTS TO PORTIONS OF PARK DRIVE, INDUSTRY DRIVE, AND DUBOIS ROAD, AND DECLARING AN EMERGENCY.

Mayor Winkler asked for a motion to suspend the rule requiring three readings, have one reading by title only and declaring an emergency.

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

Roll Call:

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

Mayor Winkler asked the City Manager if he'd like to explain the emergency or if he had any comments to make on the paving contract.

- Mr. Lohr stated they would like to get forward moving especially before the start of school in August, so if we could just have one reading it gives us the best chance of doing that.
- Mr. Kilpatrick stated one of the things with residents is for them to see things happening and being able to celebrate that, so he'd love to see some before and after pictures in a Facebook post. It would also be great if a post could explain how the paving process works and how we chose and that sort of thing.
- He asked if we also typically notify the residents who will be impacted by that with approximately when it will start? Mr. Lohr indicated we could certainly do that on social media as that is fairly standard practice along with the paving company putting up signs. He will get more information about that. Mrs. Kemper stated when they paved Union Road the City let residents know the dates because it was a short turnaround time and they also did it by social media. If the Council meeting came before they were starting the project they would let the people know then too.
- Mr. Humphries stated he knows every municipality has this same issue, but he lives on Park and he is aware of these contractors keep coming in and digging to replace and/or improve the lines going for gas and it happened on 123 that you put all brand new road and they come in three weeks later and start tearing it up. There's got to be a small level of working together to understand that it's not the best thing to be tearing up a brand new road but the utility companies don't have a concern. They just know it's a utility and they're going to do their work, but there should be some level of communication from them to us so we're not putting in a brand new road and having it tore up.
- Mayor Winkler stated he worked in that industry for many years and a lot of times the utility company would reach out to the communities and let them know which roads were going to be renewing gas services and whether or not they would be digging in an easement or digging in a roadway. He doesn't know if there's an inspector watching the contractors or not, but the reason you get these sink holes in the road after they pave is because they are not compacting the hole. They should be bringing it up in lifts and compacting it. If you put sand in the hole, you get

100% compaction as it doesn't sink, so we need to try to make sure that's being done to prevent those sinkholes.

- Mr. Humphries stated their situation is now they are doing it and putting a temporary cap in, and then two months later coming back out and doing light digging and then putting in a final but this two months of a crevasse is a problem. Mayor Winkler stated it's always good if the City can contact the utility company and say we're going to be paving these streets this year and could you do a leak survey and repair any leaks you might find and if there are any services that you're going to be renewing, could you get those done before we repave. Mr. Lohr stated that's absolutely the ideal situation that we should be getting that information before. He will discuss with Shelby Ingle. Mayor Winkler added if they are digging in an easement it doesn't require a permit, but if they are digging in the roadway it does require a permit.

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

Roll Call:

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

Resolution 14-23 has been adopted.

Resolution passed on this day will be entered into Resolution Record Book as Res. 14-23.

Second and Third Readings of Ordinances and Resolutions:

ORD. 18-23 DETERMINING TO PROCEED WITH ASSESSMENT OF STREET LIGHTING COSTS - (2nd reading)

AN ORDINANCE DETERMINING TO PROCEED WITH THE LIGHTING OF STREETS, LANES, AND OTHER PUBLIC WAYS IN THE CITY OF CARLISLE, OHIO.

With no further discussion, this legislation will be on Council's agenda for a Third Reading at the next meeting on July 25, 2023.

RES. 12-23 A RESOLUTION ADOPTING THE FISCAL YEAR 2024 TAX BUDGET FOR THE MUNICIPALITY OF CARLISLE, OHIO. (3rd and Final Reading)

Mr. Stivers asked if this was the one that was tabled from the last meeting or is he thinking of something else? Mr. Bicknell stated he was thinking of the levy on the ballot.

Mayor Winkler asked if we had a motion to adopt. Mr. Kilpatrick made a motion to adopt, seconded by Mrs. Kemper.

Roll Call:

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

Resolution 12-23 has been adopted.

Resolution passed on this day will be entered into Resolution Record Book as Res. 12-23.

Mayor Winkler stated that is all they have on the agenda this evening and asked if there was a motion to adjourn.

With no further discussion, Mr. Stivers made a motion to adjourn, seconded by Mr. Kilpatrick.

Roll Call:

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

Meeting adjourned at 7:32 p.m.

Date: 7/11/2023

Randy Winkler
Mayor

Attest: 
Clerk of Council