

**MUNICIPALITY OF CARLISLE COUNCIL MINUTES**  
**APRIL 22, 2014**

The regular meeting of the Municipality of Carlisle was held this evening, April 22, 2014, in the Council Room at Town Hall with Mayor Randy Winkler presiding. The meeting was opened at 7:00 p.m. with the Pledge of Allegiance.

**Roll Call:**

-Mr. Jake Fryman, yes	-Mr. Terry Johnson, yes
-Mr. Randy Jewett, yes	-Mrs. Betsy Parr, yes
-Mr. James Licklitter, yes	-Mayor Randy Winkler, yes
-Mr. Brad McIntosh, yes	

The minutes of April 8, 2014 were presented to Council for review. Mr. Licklitter made a motion to approve the minutes as presented, seconded by Mr. Johnson.

**Roll Call:**

-Mr. Jewett, yes	-Mr. Johnson, yes
-Mr. Licklitter, yes	-Mrs. Parr, yes
-Mr. McIntosh, yes	-Mayor Winkler, yes
-Mr. Fryman, abstain	

**Public Forum:** No one responded.

**Council Report:**

Mr. Jewett-Nothing this evening

Mr. Fryman-Nothing this evening

Mr. Licklitter informed Council that Franklin Township currently has a doctorate/master's student who is performing a study for them regarding combination of fire and EMS districts. Mr. Licklitter stated that the student will be presenting the results of the study at the Franklin Township meeting on Wednesday, April 23, 2014 at 6:00 pm. Mr. Licklitter stated that he will be attending both as a representative of JEMS and the Carlisle Council. Mr. Licklitter invited all of the Council to attend the meeting to hear the presentation as well as what is being considered by the Franklin Township with regards to fire and EMS services.

Mr. Licklitter stated that he has been in discussions with Ron Ruppert, Franklin Township Trustee, about the possibility of a combined meeting between the Township and the Village. Mr. Licklitter stated that the purpose of the joint meeting would be to discuss what projects are available that will benefit both organizations. Mr. Licklitter suggested that the Township and Village should establish a regular joint meeting schedule – perhaps every quarter – to get together. Mr. Licklitter asked Council to consider the suggestion and let him know their thoughts.

Mr. Licklitter also stated that there have been numerous break-ins in the Village in recent weeks with three occurring in his neighborhood of Timber Ridge. Mr. Licklitter thanked Police Chief Michael Bruck and the Carlisle

Police Department for all of their efforts in investigating the cases as well as calming community fears. Mr. Licklitter stated that there he had noticed an increase in the overall presence of officers in the neighborhood as well as a letter distributed to the residents of the Timber Ridge neighborhood from Chief Bruck which explained what happened as well as what is being done. Mr. Licklitter stated that the letter made a great impression with the residents of the community and that he appreciated all of their efforts.

Mr. Johnson also thanked Chief Bruck and the Carlisle Police Department for their handling of the recent break-ins in the community. Mr. Johnson stated that although he did not live in the Timber Ridge neighborhood that he received an email along with a copy of the distributed letter from a resident thanking him and the Village for putting the letter together.

Mrs. Parr-Nothing this evening

Mr. McIntosh-Nothing this evening

### **Mayor's Report:**

Mayor Winkler stated that he received a couple of emails from residents of the Timber Ridge subdivision regarding the recent break-ins. Mayor Winkler thanked the Carlisle Police Department for all of the work that they have done. Mayor Winkler asked that residents contact the Carlisle Police Department if they see any unusual activity. Mayor Winkler reminded the community that we are all in this together and need to fight the problem together. Mayor Winkler stated that residents could contact the police through several means – call 911, call the Warren County Dispatch at (937)425-2525, or by calling the Carlisle Police Hotline at (937)550-0500. Mayor Winkler stated that the Carlisle Police Hotline is an unmanned answering service where residents can leave any and all information about crimes or other areas of concern for the Carlisle Police Department. Mayor Winkler stated that callers do not have to leave any contact or personal information on the Hotline but that this information can be very helpful to the police in order to gather additional information to help solve the crime.

Mayor Winkler informed Council and the community about a banquet to recognize excellence in teaching. Mayor Winkler stated that the event is sponsored by the Area Progress Council of Warren County and will be held at the Warren County Career Center, 3525 North State Route 48 in Lebanon, Ohio on Wednesday, May 7, 2014. Mayor Winkler stated that the social period begins at 5:30 pm with the program beginning at 6:00 pm followed by a buffet dinner. Mayor Winkler stated that he believed there was a charge for the event but was unsure of the cost. Mayor Winkler stated that residents can contact Amy Brown, Clerk of Council, at (937)746-0555 ext. 210 for additional information.

Mayor Winkler played the video of his 2014 State of the Village address at the meeting. Written copy of the address is attached.

### **Manager's Report:**

Mrs. Sherry Callahan announced that the restrooms at Roscoe Roof Park are now open.

Mrs. Callahan informed Council that the Carlisle Fire Department had received a donation of a 75kw generator from Warren County EMS. Mrs. Callahan stated that she attended a meeting today with representatives from Hillcrest Baptist Church, Red Cross, Warren County EMS, and the Village to utilize the Church as a shelter in case

of an emergency. Mrs. Callahan stated the meeting went very well and everyone appeared to be on board. Mrs. Callahan stated that the meeting was arranged by Fire Chief Krista Wyatt so that Carlisle would have a primary Red Cross location in our community in case of an emergency. Mrs. Callahan stated that this is a good example of local governments and local agencies working together to ensure services for our residents and that we are very thankful for their cooperation. Mrs. Callahan stated that the generator will be housed in the Village but will be available for use by other county entities should the need arise. Mrs. Callahan informed Council that if the Village would want to get rid of the generator in the future for any reason that ownership would revert back to the County. Mayor Winkler thanked Chief Wyatt for her hard work in acquiring the generator and also thanked Hillcrest Baptist Church for agreeing to help the community.

**Committee Report:**

Mr. Licklitter, chairman of the Finance Committee, reported that a Finance Committee meeting was held before that evening's Council meeting and that it was the third Council evening that the Committee had met to discuss the Village's need to begin to supplement the General Fund. Mr. Licklitter stated that the Committee had discussed several options and have settled on a few. Mr. Licklitter stated that the first option was to make a concentrated effort on marketing and selling of the Carlisle Business Park. Mr. Licklitter stated that the Committee also asked the Village Manager and the Finance Director to calculate the amount needed in the General Fund to continue Village Services in order to start making plans on how the Village can obtain that number.

**Old Business:** None

**New Business:** None

**First Reading of Ordinances and Resolutions:**

ORD 4-14: AN ORDINANCE DETERMINING TO PROCEED WITH THE LIGHTING OF STREETS, LANES AND OTHER PUBLIC WAYS IN THE MUNICIPALITY OF CARLISLE, OHIO.

Discussion: Mrs. Callahan stated that her comments would be applicable to the two pieces of legislation being presented that evening regarding street light assessments. Mrs. Callahan stated that Council had previously approved a resolution of necessity for street lighting. Mrs. Callahan stated that the first piece of legislation presented tonight – ORD 4-14 – instructed staff to proceed in assessing the street lighting with ORD 5-14 being the annual legislation to levy the assessments. Mrs. Callahan stated that it represented 75% of the total cost of street lighting operation from 2013 and 100% of capital costs to install street lights. Mrs. Callahan stated that there was one new streetlight installed on Park Drive in 2013 in the amount of \$825.70 and would be assessed at 100% with the total of all street light assessments being \$37,103.25.

With no further discussion, Mayor Winkler stated that this legislation would be presented for a second reading at the May 13<sup>th</sup> meeting.

ORD 5-14: AN ORDINANCE LEVYING SPECIAL ASSESSMENTS FOR LIGHTING OF THE STREETS, LANES AND OTHER PUBLIC WAYS IN THE MUNICIPALITY OF CARLISLE, OHIO WITH ELECTRIC LIGHTING.

Discussion : Mayor Winkler stated that Mrs. Callahan had already addressed this ordinance and asked Council if they had any further discussion on the topic. With no further discussion, Mayor Winkler stated that this legislation would be presented for a second reading at the May 13<sup>th</sup> meeting.

ORD 6-14: AN ORDINANCE TO MAKE REAPPROPRIATION/SUPPLEMENTAL APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES FOR THE MUNICIPALITY OF CARLISLE, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2014, AMENDMENT NUMBER 1, AND DECLARING AN EMERGENCY.

Discussion: Mrs. Callahan stated that the supplemental was being presented as an emergency due to the immediate need to replace the Village server and four computers in order to continue Village operations. Mrs. Callahan stated that the Village’s existing server had recently crashed and caused significant difficulties in the Village operations including the inability of the Tax and Utility departments to process any data or payment information. Mrs. Callahan stated that during the previous two budget cycles that staff had discussed with Finance Committee the need to replace the nearly six year old server. Mrs. Callahan stated that the replacement of the server was put off in an attempt to get one more year on the existing server but that apparently is no longer an option. Mrs. Callahan stated that the proposed supplemental appropriation included the replacement of four Village computers that use the MicroSoft XP operating software. Mrs. Callahan explained that the Village was recently notified that MicroSoft had stopped supporting the XP operating system and that the Village had four older computers that still utilized the XP system. Mrs. Callahan stated that the cost to upgrade the existing computers to the current MicroSoft platform was similar to the cost of full computer replacement and that it was more prudent to replace the computers that were six years old. Mrs. Callahan stated that the cost to replace the server was approximately \$12,000 to be shared among eight funds which resulted in a budgetary increase of \$1,500 for each fund. Mrs. Callahan stated that the cost to replace each desktop computer was approximately \$1,000 with the two of the replacement computers being paid out of the Police Services Fund and the remaining two from the General Fund. Mrs. Callahan stated that Barry Hassler from HCST – the company that provides IT support to the Village – was in the audience to answer any questions that Council may have.

Mr. Licklitter made a motion to waive the rule requiring three readings. Seconded by Mr. Jewett.

**Roll Call:**

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|----------------------|---------------------|
| -Mr. Jewett, yes     | -Mr. Johnson, yes   |
| -Mr. Licklitter, yes | -Mrs. Parr, yes     |
| -Mr. McIntosh, yes   | -Mayor Winkler, yes |
| -Mr. Fryman, yes     |                     |

Discussion: Mr. Licklitter questioned Mr. Hassler about the cost to replace the server. Mr. Licklitter stated that he felt \$12,000 seemed to be high and wanted to know the specifications of the proposed replacement server. Mr. Hassler informed Council that the replacement server is actually configured to run two separate servers in a virtual environment. Mr. Hassler described the new server as a beefed up server that was capable of running both the Windows server which runs the normal daily Village operations as well as the CMI server which runs the Village’s financial programs such as tax and utilities. Mr. Hassler stated that the current server also acts as two separate servers but has significant more memory and storage space to operate the two virtual servers. Mr. Hassler stated that the new server had 32gig of RAM and four 600gig hard drives that operate in a redundant array to protect against any hardware failures. Mr. Hassler stated that the price also included additional costs

such as the licensing for both servers, licensing for the virtual environment, upgrade to the back-up software, and included installation charges. Mr. Licklitter asked if the server would be able to hold another virtual server should the need arise. Mr. Hassler stated that server had sufficient space to hold an additional virtual server. Mr. Hassler stated that the lifetime of the replacement server would be five to seven years which was the expected lifespan of the existing server. Mr. Licklitter asked Mr. Hassler about the replacement desktop. Mr. Hassler stated that the replacement computers would be Lenovos with an expected lifespan of three to five years. Mrs. Callahan stated that the existing computers were also six years old. Mr. Hassler confirmed that the Village has been replacing hardware over the years and that this was a normal operational procedure to replace equipment as they age. Mr. Licklitter asked if the Village had the ability to sell the old computers. Mr. Greg Wallace stated that the Village does not sell old computer equipment. Mr. Wallace stated that the Village destroys the hard drives to protect the data and then gives the remaining components to computer store across the street for recycling.

Mr. Licklitter made a motion to adopt, seconded by Mr. Fryman.

**Roll Call:**

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|----------------------|---------------------|
| -Mr. Jewett, yes     | -Mr. Johnson, yes   |
| -Mr. Licklitter, yes | -Mrs. Parr, yes     |
| -Mr. McIntosh, yes   | -Mayor Winkler, yes |
| -Mr. Fryman, yes     |                     |

**Second and Third Readings of Ordinances and Resolutions: None**

There being no further business, Mr. Johnson made the motion to adjourn, and Mr. Jewett seconded the motion.

**Roll Call:**

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|----------------------------|-------------------------|
| -Mr. Jake Fryman, yes      | -Mr. Brad McIntosh, yes |
| -Mr. Randy Jewett, yes     | -Mr. Terry Johnson, yes |
| -Mr. James Licklitter, yes | -Mayor Winkler, yes     |

Meeting adjourned at 7:42 p.m.

Date: \_\_\_\_\_

\_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_  
Clerk of Council