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**MUNICIPALITY OF CARLISLE COUNCIL MINUTES**  
**REGULAR MEETING OF COUNCIL**  
**JANUARY 12, 2016 – 7:00 P.M.**  
**760 CENTRAL AVENUE, CARLISLE, OHIO**

Mayor Randy Winkler called the Carlisle, Ohio Municipal Council Regular Meeting of Tuesday, January 12, 2016 to order in Council Chambers at the Carlisle Town Hall building, 760 Central Avenue, Carlisle, Ohio. The meeting was opened at 7:00 p.m. with the Pledge of Allegiance.

**Roll Call:**

Mr. Randy Jewett	present
Mr. Jake Fryman	present
Mr. James Licklitter	present
Mr. Brad McIntosh	present
Mr. Jonathan McEldowney	present
Ms. Barb Tankersley	present
Mayor Randy Winkler	present

Staff members present: Village Manager Sherry Callahan  
Clerk of Council Amy Brown

The minutes of December 8, 2015 were presented to Council for review. Mr. Licklitter made a motion to approve the minutes as presented, seconded by Mr. Fryman.

**Roll Call:**

Mr. Jewett	yes
Mr. Fryman	yes
Mr. Licklitter	yes
Mr. McIntosh	yes
Mr. McEldowney	abstain
Ms. Tankersley	yes
Mayor Winkler	yes

The minutes of December 22, 2015 were presented to Council for review. Mr. Licklitter made a motion to approve the minutes as presented, seconded by Ms. Tankersley.

**Roll Call:**

Mr. Jewett	yes
Mr. Fryman	yes
Mr. Licklitter	yes
Mr. McIntosh	yes
Mr. McEldowney	abstain
Ms. Tankersley	yes
Mayor Winkler	yes

**Public Forum:**

Mayor Winkler stated that 6 years ago, Carlisle Fire Chief Krista Wyatt came to this community and since then, she has taken the Fire Department to the next level by providing great leadership. Mayor Winkler said that he appreciated the joy she has taken in her job and her ability to take care of things. Mayor Winkler wished Chief Wyatt the best of luck in her retirement and presented a plaque to Chief Wyatt for her years of service.

Mr. McIntosh thanked Chief Wyatt for her years of service and stated that it is very hard to attract talented people like her with the limited resources that we have. Mr. McIntosh wished Chief Wyatt the best of luck.

Mr. Licklitter thanked Chief Wyatt and wished her the best of luck in her retirement.

Mrs. Callahan stated that Chief Wyatt is the first retiree that she hired in Carlisle and she wished Chief Wyatt the best in her future endeavors. Mrs. Callahan thanked Chief Wyatt for coming to the rescue of this community 6 years ago and for the talent and quality that she brought to the department.

Mayor Winkler then gave Lieutenant Joel Holbrook the Oath of Office as the new Carlisle Fire Chief. Krista Wyatt remarked that in 2009, she received a phone call from Mrs. Callahan to talk about a Fire Chief position here and the next thing she knew, she was the Fire Chief. Chief Wyatt stated that she had some challenges in her work, but it still has been very hard to give this job up. Chief Wyatt said that she is not leaving by choice, but because of her medical issues. Chief Wyatt stated that the only reason she feels okay about leaving is that Joel Holbrook will be taking over. Chief Wyatt said that she is confident that he can make the improvements to make the Fire Department even better. Chief Wyatt handed her Chief's fire badge over to Chief Holbrook and his son, Carlisle volunteer firefighter Jordan Holbrook, pinned it on his uniform. Chief Holbrook stated that he is eager to begin and is looking forward to the challenge.

**Council Report:**

Mr. Jewett congratulated Chief Wyatt on her retirement wished her good luck in the future. Mr. Jewett congratulated Chief Holbrook and thanked him for his service.

Mr. Fryman congratulated Chief Wyatt and thanked her for her years of service. Mr. Fryman congratulated Chief Holbrook on his new position. Mr. Fryman thanked the Service Department for the good job they did on the roads this morning.

Mr. Licklitter thanked Chief Wyatt for her years of service. Mr. Licklitter congratulated Chief Holbrook on his promotion. Mr. Licklitter welcomed Mr. McEldowney to Council and wished him luck.

Mr. McIntosh thanked Chief Wyatt for her service and stated that she has left the department better than when she found it. Mr. McIntosh congratulated Chief Holbrook and stated that public safety and services are the main priority of Council. Mr. McIntosh welcomed Mr. Licklitter back and welcomed Mr. McEldowney to Council.

Mr. McEldowney congratulated Chief Wyatt and welcomed Chief Holbrook. Mr. McEldowney thanked the citizens of Carlisle for the opportunity to serve on Council and encouraged residents to get involved

on the various commissions and boards that currently have vacancies. Mr. McEldowney stated that he has been a previous Park Board member, and he also served on the Planning Commission. Mr. McEldowney stated that he is looking forward to serving the residents of the community. Mr. McEldowney congratulated Mayor Winkler and Mr. Licklitter on their re-elections.

Ms. Tankersley thanked Chief Wyatt and wished her good luck and welcomed Chief Holbrook. Ms. Tankersley congratulated Mr. Licklitter, Mayor Winkler, and welcomed Mr. McEldowney to Council.

**Mayor's Report:**

Mayor Winkler thanked Chief Wyatt and jokingly stated that she may not be able to escape Railroad Days. Mayor Winkler congratulated Chief Holbrook and thanked him for stepping up when we needed daytime coverage at the Fire Department. Mayor Winkler stated that he is looking forward to working with him and said that public safety and services are the top priority of this Council. Mayor Winkler stated that he is glad that Mr. Licklitter has been re-elected. Mayor Winkler said that he is glad Mr. McEldowney was elected and stated that he got out and worked hard to meet residents and he has the best interests of the community at heart.

**Manager's Report:**

Mrs. Callahan stated that the Union Road/Fairview Drive project has been completed and it came in \$30,000 under budget and on time, even though it started later due to the wet weather this past spring. Mrs. Callahan said that everything looked good so far, and they will be looking in the spring to make sure that the grass doesn't need to be re-seeded. Mrs. Callahan stated that Council received a flyer in their packet regarding the upcoming newly elected officials training on Wednesday, February 3<sup>rd</sup> in Centerville. Mrs. Callahan said that the Ohio Municipal League has one in March that will be held in Mason on a Saturday. Mrs. Callahan explained that Council is not required to attend, but she strongly recommends attending, especially newly elected members who have not previously attended. Mrs. Callahan stated that the training can also be a great refresher course for those who have attended in the past.

**Committee Report:** none

**Old Business:** none

**New Business:**

**Re-organization of Council Committees and Citizen's Boards and Commissions:**

Mr. Jewett nominated Mr. Licklitter to remain as Deputy Mayor, seconded by Mr. McIntosh.

**Roll Call:**

Mr. Jewett	yes
Mr. Fryman	yes
Mr. Licklitter	abstain
Mr. McIntosh	yes
Mr. McEldowney	yes
Ms. Tankersley	yes
Mayor Winkler	yes

**Council Committees:**

Lands & Streets: Mr. Jewett as Chairman, Mayor Winkler and Ms. Tankersley as members.

Finance & Legal: Mr. Licklitter as Chairman, Mr. McIntosh and Mayor Winkler as members.

Public Safety: Mr. Fryman as Chairman, Mayor Winkler and Ms. Tankersley as members.

Economic Development: Mr. McEldowney as Chairman, Mayor Winkler and Mr. Licklitter as members.

Utilities Commission: Mayor Winkler as Chairman, Ms. Tankersley and Mr. Licklitter as members.

**Commissions and Boards:**

**Planning Commission:** Council member appointments are Mr. Licklitter and Mr. McEldowney. Mayor Winkler stated that there is one vacant seat on the Commission and Council has received two letters of interest regarding the vacant seat, one from Chet Miles and one from Barbara Chasteen.

Mr. Licklitter nominated Chet Miles to be appointed to the vacant seat on Planning Commission, seconded by Ms. Tankersley.

**Roll Call:**

Mr. Jewett	yes
Mr. Fryman	yes
Mr. Licklitter	yes
Mr. McIntosh	yes
Mr. McEldowney	yes
Ms. Tankersley	yes
Mayor Winkler	yes

Mayor Winkler welcomed Mr. Miles to Planning Commission and Council instructed the Clerk of Council to hold Mrs. Chasteen's resume and letter of interest and inform her of other vacancies on the various Boards and Commissions to see if she would be interested in serving on one of those.

**Tax Review Board:** Mrs. Callahan explained that there are three vacant seats and with the adoption of the new state-mandated tax ordinance at the end of last year, Council appoints 2 people to the Board, and the Village Manager appoints 1 person. Mrs. Callahan has recommended Mr. Jerry Ellender, who

is a CPA and has extensive knowledge, to serve on the Board and he is willing to do so. Mrs. Callahan also informed Council that the members of this Board, per the new law, do not have to be a resident of Carlisle. Ms. Tankersley stated that she has spoken with Mr. William Bohle, who is a member of the Parks and Recreation Board, and has given him the information regarding this Board. Ms. Tankersley will be speaking with him again, but stated that he was interested in serving.

**Zoning Board of Appeals:** Mayor Winkler stated that there is 1 vacancy on this Board and there have been no letters of interest submitted. Mr. Jewett stated that he may know of a resident who would be interested in serving on this Board.

**Housing Reinvestment Board:** Ms. Tankersley and Mr. McIntosh, Council appointees, Mrs. Callahan and Mr. Greg Wallace, Mayor's appointees, and Mr. Ron Hood has expressed interest in remaining on this Board as a Planning Commission appointee, and there are still two citizen vacancies.

**Area Progress Council:** Ms. Tankersley, Council designee, Mr. Fryman, Council alternate.

**Parks and Recreation Board:** There are 4 vacancies on this Board, with only 1 current member, and there have been no letters of interest submitted.

**Fireman's Dependency Fund Board:** Mr. Licklitter and Mr. Fryman, Council appointees, Chief Holbrook and Lt. Roger Hurley, Fire Members, and Mr. Scott Richardson has expressed interest in remaining on this Board as a Resident Member.

**JEMS Board:** Mr. Licklitter, Council appointee.

**Warren County Regional Planning Commission:** Mr. Greg Wallace and Mrs. Callahan, appointees, Mr. Casson and Mayor Winkler, alternates.

**Miami Valley Regional Planning Commission:** Mr. Fryman and Mrs. Callahan, appointees.

**Miami Valley Regional Planning Commission Tech Advisory:** Mr. Greg Wallace and Mrs. Callahan, appointees.

**National League of Cities:** Mayor Winkler, delegate, Mr. Jewett, alternate.

**Warren County Health District Advisory Council:** Mr. Fryman, appointee, Mr. McEldowney, alternate.

**Tax Incentive Review Enterprise Zone:** Mr. McIntosh and Mrs. Callahan, appointees.

**Property Maintenance Review Board:** Mayor Winkler stated that there are 2 vacancies and they have received a letter from Mrs. Cheryl Sweezy stating that she would like to remain on this Board.

**Wastewater Board:** Mr. Dan Casson, appointee.

**Warren County Municipal League:** Mayor Winkler, appointee, Ms. Tankersley, alternate.

Mr. Licklitter made a motion to approve all Boards and Commissions appointments, seconded by Ms. Tankersley.

**Roll Call:**

Mr. Jewett	yes
Mr. Fryman	yes
Mr. Lickliter	yes
Mr. McIntosh	yes
Mr. McEldowney	yes
Ms. Tankersley	yes
Mayor Winkler	yes

Mrs. Callahan stated that we will send letters to the members that we have not heard from and give them a deadline to respond, and we can advertise Board and Commission openings at Council's pleasure.

**First Reading of Ordinances and Resolutions:**

RES. 1-16: A RESOLUTION APPOINTING THE DESIGNEE OF THE VILLAGE OF CARLISLE, OHIO UNDER OHIO REVISED CODE SECTIONS 149.43 AND 109.43 AND RATIFYING PRIOR ACTION OF COUNCIL AND DECLARING AN EMERGENCY.

Mrs. Callahan explained that both pieces of legislation that are before Council tonight are housekeeping items. Mrs. Callahan stated that the state of Ohio requires all elected officials attend public records training, but the state allows Council to appoint a designee to attend the training for them. Mrs. Callahan said that in the past, Council has designated the Clerk of Council to attend training. Mrs. Callahan stated that the emergency language has been added so the Clerk can attend the training as soon as possible.

Mr. Fryman made a motion to suspend the rule requiring three readings, and have one reading by title only, and declaring an emergency, seconded by Ms. Tankersley.

**Roll Call:**

Mr. Jewett	yes
Mr. Fryman	yes
Mr. Lickliter	yes
Mr. McIntosh	yes
Mr. McEldowney	yes
Ms. Tankersley	yes
Mayor Winkler	yes

Ms. Tankersley made a motion to adopt, seconded by Mr. Lickliter.

***Roll Call:***

Mr. Jewett	yes
Mr. Fryman	yes
Mr. Lickliter	yes
Mr. McIntosh	yes
Mr. McEldowney	yes
Ms. Tankersley	yes
Mayor Winkler	yes

Resolution passed on this day will be entered into Resolution Record Book as Res. 1-16.

**ORD. 1-16: AN ORDINANCE TO APPROVE CURRENT REPLACEMENT PAGES TO THE CARLISLE CODIFIED ORDINANCES, AND DECLARING AN EMERGENCY.**

Ms. Tankersley made a motion to suspend the rule requiring three readings, and have one reading by title only, and declaring an emergency, seconded by Mr. Fryman.

***Roll Call:***

Mr. Jewett	yes
Mr. Fryman	yes
Mr. Lickliter	yes
Mr. McIntosh	yes
Mr. McEldowney	yes
Ms. Tankersley	yes
Mayor Winkler	yes

Mrs. Callahan explained that this Ordinance is on with emergency language to replace 4<sup>th</sup> quarter ordinances. Mrs. Callahan stated that this includes the new tax ordinance mandated by the State of Ohio that Council passed last November. Mrs. Callahan said that the Walter Drane Company, who codifies the ordinances for the Village does this on a quarterly basis and sends the legislation for approval of the new pages at the end of each quarter.

Mr. Jewett made a motion to adopt, seconded by Ms. Tankersley.

***Roll Call:***

Mr. Jewett	yes
Mr. Fryman	yes
Mr. Lickliter	yes
Mr. McIntosh	yes
Mr. McEldowney	yes
Ms. Tankersley	yes
Mayor Winkler	yes

Ordinance passed on this day will be entered into Ordinance Record Book as Ord. 1-16.

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

Mayor Winkler stated that at the next Council meeting on January 26, 2016, he would like to call for a Work Session so that Council can discuss Police Department wages as well as wages of the rest of the Village staff.

Mrs. Callahan requested of Council to also add an Executive Session that same evening for Personnel discussions, if Council was agreeable.

There was a general consensus among Council to have both a Work Session and Executive Session at the January 26, 2016 meeting.

With no further business, Mr. Jewett made a motion to adjourn, seconded by Mr. Licklitter.

***Roll Call:***

Mr. Jewett	yes
Mr. Fryman	yes
Mr. Licklitter	yes
Mr. McIntosh	yes
Mr. McEldowney	yes
Ms. Tankersley	yes
Mayor Winkler	yes

Meeting adjourned at 7:55 p.m.

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

\_\_\_\_\_  
Mayor

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