
MUNICIPALITY OF CARLISLE COUNCIL MINUTES
REGULAR MEETING OF COUNCIL
APRIL 23, 2019 – 7:00 P.M.
760 CENTRAL AVENUE, CARLISLE, OHIO

Mayor Randy Winkler called the Carlisle, Ohio Municipal Council Regular Meeting of Tuesday, April 23, 2019 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. Nic Lamb	present
Mr. Randal Jewett	present
Mr. William Bicknell	present
Mr. Brad McIntosh	present
Ms. Barb Tankersley	present
Mr. Tim Humphries	present
Mayor Randy Winkler	present

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

The minutes of April 9, 2019 were presented to Council for review. Ms. Tankersley made a motion to suspend the clerk from reading the minutes, seconded by Mr. Lamb.

Roll Call:

Ms. Tankersley	yes
Mr. Humphries	yes
Mr. Bicknell	yes
Mr. Lamb	yes
Mr. McIntosh	yes
Mr. Jewett	yes
Mayor Winkler	yes

Mr. Bicknell made a motion to approve the minutes as presented, seconded by Mr. Jewett.

Roll Call:

Mr. McIntosh	yes
Mr. Jewett	yes
Ms. Tankersley	yes
Mr. Lamb	yes
Mr. Humphries	yes
Mr. Bicknell	yes
Mayor Winkler	yes

Public Forum:

Mrs. Lisa Long of 6528 Zella Ct. approached council. She is interested in starting a city-wide garage sale similar to that of Trenton. She and several other citizens would like to see this sale stream-lined with that of the Timber Ridge subdivision garage sale on June 14th and June 15th. She feels this will also bring some revenue to Village businesses as well. She is asking Council for their support in this city-wide sale. Mr. Lamb asked if citizens currently have to obtain a permit for personal garage sales. Mrs. Duffy explained that while citizens are required to have a permit, there is no charge as it is only to track the number of sales each address has per calendar year. Citizens are limited to four (4) sales in a calendar year. She also explained that based on Council's approval, a city-wide sale would not need to be permitted. Mr. McIntosh is in favor of the sale and asked Mrs. Long how Council can help. Mrs. Long suggested that Council assist with advertising of the sale with posts on the website and Facebook and perhaps providing banners throughout the Village promoting the sale, again similar to what Trenton does. Mrs. Duffy stated that she has spoken with the Village Manager of Trenton and was told that the only true expense for them comes from the extra police staff for the weekend. Banners had an initial cost but are used year to year and online advertising is free. Mr. Chet Miles, Timber Ridge HOA President, stated that he has already planned an advertisement to run in the paper for their sale and he could amend that ad for the city-wide sale. He would take care of the costs on that this year as he has already planned for that expense for the neighborhood sale. Mrs. Duffy suggested that if Council is willing to support this that they determine it as the third weekend in June and not a specific date. This will allow for future planning without being date specific.

Mr. McIntosh made a motion to declare, from this point forward, that the third weekend in June will be the Carlisle community-wide garage sale; seconded by Mr. Lamb.

Roll Call:

Mr. Bicknell	yes
Mr. McIntosh	yes
Mr. Jewett	yes
Mr. Lamb	yes
Mr. Humphries	yes
Ms. Tankersley	yes
Mayor Winkler	yes

Mrs. Duffy, Mr. McIntosh, Mr. Humphries and Mrs. Long spoke about coordinating banner production. Mrs. Duffy is sure that the Village has contacts to assist with that. Mr. Lamb questioned who would be responsible for banners. Mrs. Duffy agreed that the Village would be responsible for the placement of banners as well as the removal following the sale weekend.

Mr. Dan Casson, Village Service Director, approached Council with an update on his department. There are many things about the Service Department that citizens nor Council truly know. There are four full-time employees. During the last budget cycle, Council agreed to transition what normally would be a seasonal employee into a full-time position. Filling this position has proved to be a challenge. Since January, there have been two separate job postings, with a total of 12 applicants. Only five of those applicants showed up for testing and, unfortunately, none were able to pass the written exam. Although this has been discouraging, the department is looking at alternate strategies.

He has been fortunate to maintain his current staff. Mark Riley has been with the department for over 12 years, Jon Thornton has over 11 years, Rick Dixon has over 7 years and John Coffey has over 6 years. Over the past two years, the Village has grown considerably which requires more from the Service Department. The Service Department is not always visible to the citizens. Public can see the grass mowing which is approximately 82 ½ acres of grass and 5 miles of right-of-way as they cover these areas on average twice a week. Each year the Department mows the equivalent of the entire Village of Carlisle, edge to edge, three times. This does not include the vacant properties the Department maintains when the property owners does not keep the grass under 8", which is the maximum height. Another visible service, is snow plowing. Although the Village has not grown in square miles, we have added a significant amount of lane miles and cul-de-sacs. There are four plow routes that average 135 miles per run. Last season, the department applied 650,000 lbs of salt and they are in the process of building a new salt storage facility. This will enable them to store an entire year's worth of salt at one time so they do not run out mid-season. Grass mowing and snow plowing is only a fraction of what the Service Department does. The Department is responsible for monitoring and testing the water quality of the public water system. A member of the Department is in town seven days a week, 365 days each year to test water. They are also responsible for completing the required monthly and annual reports to the EPA and keeping the community compliant with the ever-changing rules of the Federal and State governments. An equal amount of time is spent on the sewer collection system, from jetting sewer lines for maintenance to identifying problems at the sewer plant as we are closest in proximity to the plant. During wet weather conditions, they are busy monitoring around town for any areas that may back-up. One of the requirements of the EPA is electronic mapping of all water and sewer systems. This is a very time-consuming and expensive process especially for a community our size. Last year, they completed the GIS mapping of the dry wells and they hope to do the same with the water and sewer valves this year. For every new home in the development phase, there are a number of items that must pass through the Service Department from reviewing of preliminary plat and infrastructure inspections, water & sewer inspections and meter installations. Mr. Riley also takes on some zoning responsibilities such as approving setbacks of new homes and continuing through new sheds, fences and swimming pools. Last year, the Department was fortunate enough to obtain funding for our street program. Dayton-Oxford south was widened and resurfaced from Central Avenue to the Franklin City limits. Approximately 975 tons of asphalt was used on that section alone. As the paving came in under budget, they were also able to complete some patching through town which amounted to 131 tons. Also, last year, 26,000 pounds of asphalt was used just in pothole repairs. This year, they have received funding for Dayton-Oxford from Fairview north to the City limits. They are also hoping to complete more areas of patching. The department has worked very hard in updating their facilities and equipment over the years. Trucks and equipment are washed after every snow event and the majority of maintenance is completed within the Department. Most vendors are very surprised at the age of our vehicles when they are traded in and this is due to the great maintenance and upkeep. The Department prides itself in keeping older equipment in the best shape possible to maximize the limited budget. There are just a sampling of the responsibilities and duties of the Service Department. Most communities have separate road, water, sewer, parks, maintenance, land and building departments while the Carlisle Service Department is one department that provides services of six departments. Mr. Casson is very proud of his Department and the dedication that they show on a daily basis to this community.

Mayor Winkler commented that he stops down to the Service Department occasionally to see the staff and he is always amazed at how well everything is kept and how the equipment looks with the small number of people. That is a credit to Mr. Casson and all of his employees' hard work and he appreciates their dedication. Mr. Jewett asked if there was a time completion date for the salt barn. Mr. Casson simply explained their goal is before winter! The Department will be completing the demolition, removal of the pad and excavating themselves before bidding out the concrete work for the footers and walls.

Mr. Chet Miles of 621 Meadowview Court approached Council. He is glad to see that the Village will be joining Timber Ridge for the garage sale this year. He is hoping that the Village will handle the online advertising through their website and Facebook page while he will take care of the newspaper advertisement.

Council Report:

Mr. Lamb expressed his condolences to the family of the young girl who lost her life this morning. He understands that the school district will have grieve counselors on staff today and he urges anyone who would like to talk to them and/or any family or friend that they trust.

Mr. Jewett also expressed condolences to the family and to all of the friends of this young person. No one knows what the kids are going through and they are all in his thoughts and prayers. He also thanked Mr. Casson for speaking this evening. He has comments from people around town on a regular basis about how well the department takes care of things. He expressed his thanks to all of them.

Mr. Bicknell expressed condolences as well as thanks to Mr. Casson. He believes the community knows just small portion of what the Service Department handles on a daily basis. He knows that their department is taken for granted but he wants them to know that he truly appreciates their service and dedication. He attended a JEMS meeting and is happy to report that the JEMS website is now fully operational which is jems15.org. It contains a map of their service area as well as a listing of all of their apparatuses and upcoming events. On April 20th, they held a CPR class and it was a great turnout. They are looking at changing venues with their new provider, Premier Health. More information will be coming forward on that. The CPR class will be June 15th. As the weather warms up, small crime is on the rise. He urges all citizens to lock their vehicles and take any valuables in their homes or put them out of sight.

Mr. McIntosh stated that we all enjoy Carlisle's small town atmosphere but this also makes it hard when tragedy happens. He would like to send condolences to the family and friends as well as all of the students of the sophomore class. This is the second death for them this year so he cannot imagine what those kids are going through. Please be good neighbors and keep an eye on each other and talk to people if they need it. He, too, would like to remind citizens about crimes of opportunity. Please lock your doors and turn on lights, these simple things can deter crime. If you see something, please call Warren County Dispatch immediately. Council had a Work Session prior to tonight's meeting. The main focus was talking about the future of Carlisle and the Comprehensive Plan put together by previous Council members. They reviewed what is still relevant and what is not as well as what Council sees for future economic growth. They are anticipating a population increase with the new schools and spoke about what challenges that may also bring. This will be a long discussion topic and it will continue over many Work Sessions. He appreciates Council coming in early for that conversation.

Ms. Tankersley expressed her condolences to the family. She also thanked Mr. Casson for enlightening her on several topics. She also asked citizens to be cognizant of where they throw their grass clippings. She has noticed several locations where grass clippings are being blown or dumped into the streets. This could create a very dangerous situation to motorcycles as well as bike riders.

Mr. Humphries stated that on Wednesday, April 17th, there was a Municipal League function that was based on National, State and Regional effects of marijuana both medicinal and recreational. He believes that until something changes on the monetary level with the Federal government he will not be in favor of this. A PowerPoint presentation was submitted to the Clerk of Council so she will relay it to each of the Council members. He also attended a School Board meeting last evening. Concrete is being poured and walls should be going up very soon. They are hoping to be under roof by winter. This community is growing and the new schools are coming along. His thoughts are with the family of the young lady that passed this morning. He would also like to not forget our first responders who were on that scene. He also had a member of the School Board ask him who he was while at the meeting. In a town as small as Carlisle, he thought this showed a level of disconnect that we have people on Boards and Committees in the same town who do not know each other. He feels that everyone needs to reach out to each other. The common dominator is the safety of our people and a good conscious of the money that come in to our town.

Mayor's Report:

Mayor Winkler offered his condolences to the family of the young girl whose life was taken this morning. It is such a tragedy. No one ever wants to see something like this happen in their community. Railroad tracks are certainly a very dangerous place. He has worked and lived around railroad tracks for many years and they can be surprisingly quiet when a train is coming down the track. The only true noise is the train's horn. Please be very, very cautious if you are around those railroad tracks. He also reminded citizens that with warm weather, the parks will be filling up. Tonight at the park in his neighborhood, there were easily 25-30 people. Our Service Department spends a lot of hours maintaining the parks and making them a safe place. Vandalism is something that we deal with each year and whenever the parks are vandalized, it costs our community a lot of money as well as our service workers a lot of time and effort to make the repairs. If you see something, please say something. They certainly don't want to throw good money away to clean up after someone who wants to go and vandalize the parks. He had a conversation with the Mayor of Miamisburg last week. He informed Mayor Winkler that Chautauqua Road around the power plant within the City of Miamisburg is going to be paved. We have been dodging some pretty large holes there for quite some time. Anyone who travels that road should be thrilled with this news.

Manager's Report:

Mrs. Duffy extended her condolences to the family and community for this morning's tragic loss. She would also like to extend her support to the first responders. Speaking with the Carlisle Police Department, she understands it was a rough situation for them as well. Please keep those individuals in your thoughts and prayers as well. Franklin Township, Warren County support staff as well as the Sheriff's Department were all a part of this loss. It is good to say a prayer for everyone every day but especially today. The Carlisle Baseball Association will be having their parade on May 4th. At this point, we only have information for the baseball groups and not the softball groups. The line-up will begin at 8:00am with the start being at 9:00am. The course will start at Roscoe Roof Park to Park

Drive, Central up towards Jamaica, then turn onto Fairview to end at the ball fields. The Lions Club will also be having their annual Memorial Day parade on Monday, May 27th. The parade will form at noon at Roscoe Roof Park and then begin at 1:00pm. Parade will begin at Roscoe Roof Park and end at the parking lot at Town Hall. For those citizens who are in to biking, Carlisle is very close to a really great bike trail that extends up north of Dayton. We encourage citizens to use this trail and explore the different communities around the trail. Beginning on May 4th, the Great Miami Riverway website will program offered to “tour” the communities. There will be a barcode of sorts that will be presented in different places in each community that will allow the holder to collect “prizes”. The trail begins at Sidney and goes all the way to Hamilton. It is a great local resources for our citizens. Chief Hannigan from the Franklin Township Fire Department provided a training opportunity last evening for our department, Franklin Township and JEMS with Care Flight. They were able to have Care Flight come in to discuss when they are needed and some of their safety issues. The flight crew actually came in so they could learn and see more about Care Flight. It was a great event and well attended. We appreciate Chief Hannigan for planning that for staff.

Mr. Humphries commented that the Assistant Chief lives on Auburn Meadows and drives a staff vehicle to his home each evening. Due to him living off of the road on the right-side of the street, the vehicle is parked in the opposite direction of leaving the neighborhood. Mr. Humphries is curious if the Village is able to grant him some sort of exception that would all him to park his vehicle facing the opposite direction on the right-side of the street for quicker response to safety sensitive events. Mrs. Duffy explained that the question is good but the answer would have to be no. All vehicles parked on curbed streets must face in the direction of traffic. This circumstance would be against our Village ordinances as well as it would impose a safety hazard for him to enter traffic on the wrong side of the roadway.

Committee Report:

None

Old Business:

None

New Business:

None

First Reading of Ordinances and Resolutions:

RES 9-19 A RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO AN AGREEMENT WITH BARRETT PAVING MATERIALS, INC FOR DAYTON–OXFORD ROAD/CHAUTAUQUA IMPROVEMENTS AND ON AS A SINGLE READING.

Mrs. Duffy explained that Council is aware that the Village’s large paving project this year is north Dayton-Oxford Road while last year we did south Dayton-Oxford Road. This year’s project is roughly from Fairview Drive up to the Village limits which is about Cedar Lane on the Chautauqua side. It is approximately 2700 feet. There was bid opening with two official contractors submitting bids. The lowest bid for the project that was reviewed by our engineer to also be the best bid was submitted by Barret Paving Materials. This is the Resolution to allow the Village to enter into a contractual

agreement with them. If accepted, the bid is \$162,926.01. This actually came in under bid estimates by quite a bit. We are hopeful that this project does not run into any snags and that we are able to utilize this money and also get some other paving fixes around the town. It is on for a single reading to allow the contractor to be on site in July. This will notify them of our acceptance of the bid which will permit them to begin scheduling and prioritizing their projects.

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 Mr. Bicknell.

Roll Call:

Mr. Humphries	yes
Ms. Tankersley	yes
Mr. Bicknell	yes
Mr. Jewett	yes
Mr. Lamb	yes
Mr. McIntosh	yes
Mayor Winkler	yes

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

Roll Call:

Mr. Jewett	yes
Mr. Humphries	yes
Mr. Bicknell	yes
Mr. Lamb	yes
Ms. Tankersley	yes
Mr. McIntosh	yes
Mayor Winkler	yes

Resolution passed on this day will be entered into Resolution Record Book as Res. 9-19.

ORD. 8-19 AN ORDINANCE DECLARING CERTAIN MUNICIPAL PERSONAL PROPERTY TO BE SURPLUS AND AUTHORIZING SALE OF SAID ITEM AND IS ON AS A SINGLE READING.

Mrs. Duffy explained that in this year's budget, the Police Department replaced two cruisers. They typically roll out one each year but last budgetary year they did not. This is a combination of what should have happened last year and what is planned for this year. We have received the new cruisers. The one from last year was delayed as there was a large demand for cruisers. This legislation would allow us to sell the cruisers that we are replacing. We do keep as much equipment as we can out of the old cruisers before they go to auction. This would allow us to sell these cruisers that would then put money back into the budget for more equipment.

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

Roll Call:

Mr. McIntosh	yes
Ms. Tankersley	yes
Mr. Lamb	yes
Mr. Jewett	yes
Mr. Bicknell	yes
Mr. Humphries	yes
Mayor Winkler	yes

Mr. Lamb asked if the Village is bound to use GovDeals in order to get rid of property. Mrs. Duffy explained that they are not bound to them but it has been our course of action for several years and we have had great success with them. However, this particular legislation would bind us for this specific sale. Mr. Lamb is curious if we do not have success, can we utilize a different sale site. Mrs. Duffy stated that years ago they would actually run advertisements that allowed people to come look at the equipment for sale but then GovDeals came about and made the process much simpler. They are able to generate nationwide interest through GovDeals and there have been buyers who travel great distances to obtain our equipment. We do much better with our Service equipment on GovDeals than we ever did with local trade-ins.

With no further discussion, Mr. Humphries made a motion to adopt, seconded by Mr. Lamb.

Roll Call:

Mr. Lamb	yes
Mr. Humphries	yes
Mr. Bicknell	yes
Mr. Jewett	yes
Ms. Tankersley	yes
Mr. McIntosh	yes
Mayor Winkler	yes

Ordinance passed on this day will be entered into Ordinance Record Book as Ord. 8-19.

Second and Third Readings of Ordinances and Resolutions:

RES. 6-19 A RESOLUTION DECLARING IT NECESSARY TO PROVIDE FOR LIGHTING THE STREETS, LANES AND OTHER PUBLIC WAYS IN THE MUNICIPALITY OF CARLISLE, OHIO WITH ELECTRIC LIGHTING DURING THE YEAR 2018 AND AUTHORIZING THE ASSESSMENTS FOR THE COST AND EXPENSE THEREOF UPON ALL LOTS AND LANDS LYING AND BEING WITHIN THE CORPORATE LIMITS OF SAID MUNICIPALITY. - 3rd Reading

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

Roll Call:

Mr. Humphries	yes
Ms. Tankersley	yes
Mr. Bicknell	yes
Mr. Jewett	yes
Mr. Lamb	yes
Mr. McIntosh	yes
Mayor Winkler	yes

Resolution passed on this day will be entered into Resolution Record Book as Res. 6-19.

With no further business, Mr. Lamb made a motion to adjourn, seconded by Ms. Tankersley.

Roll Call:

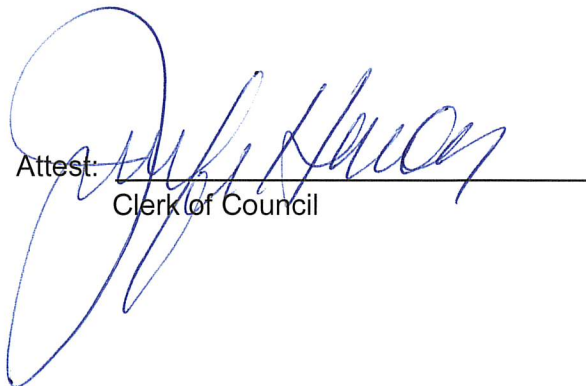
Mr. Jewett	yes
Mr. McIntosh	yes
Ms. Tankersley	yes
Mr. Bicknell	yes
Mr. Humphries	yes
Mr. Lamb	yes
Mayor Winkler	yes

Meeting adjourned at 7:41 p.m.

Date: 5-14-19



Mayor

Attest: 

Clerk of Council