
MUNICIPALITY OF CARLISLE COUNCIL MINUTES
REGULAR MEETING OF COUNCIL
May 8, 2018 – 7:00 P.M.
760 CENTRAL AVENUE, CARLISLE, OHIO

Mayor Randy Winkler called the Carlisle, Ohio Municipal Council Regular Meeting of Tuesday, May 8, 2018 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. William Bicknell	absent
Mr. Randal Jewett	present
Mr. Jonathan McEldowney	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

Mayor Winkler announced there is an Executive Session on the agenda for tonight's meeting and an amendment needs to be made to that schedule to add an interview for the Volunteer Police Dependents Board.

Motion was made by Mr. McEldowney to add the interview into the Executive Session, seconded by Mr. Jewett.

Roll Call:

Mr. Jewett	yes
Mr. McIntosh	yes
Ms. Tankersley	yes
Mr. Humphries	yes
Mr. McEldowney	yes
Mayor Winkler	yes

Mayor Winkler stated that Council would be entering into Executive Session to discuss Personnel and conduct interviews for the Recreation & Events Committee as well as the Volunteer Police Dependents Board.

Ms. Tankersley made a motion to adjourn to Executive at 7:04 p.m., seconded by Mr. McEldowney.

Roll Call:

Mr. McIntosh	yes
Mr. Jewett	yes
Mr. Humphries	yes
Ms. Tankersley	yes
Mr. McEldowney	yes
Mayor Winkler	yes

Council reconvened back into Regular Session at 7:55 p.m.

Mayor Winkler announced that Mr. William Bicknell would not be in attendance this evening due out of town business for his employer. Mr. McEldowney made a motion to excuse Mr. Bicknell, seconded by Mr. Jewett.

Roll Call:

Ms. Tankersley	yes
Mr. McEldowney	yes
Mr. Humphries	yes
Mr. Jewett	yes
Mr. McIntosh	yes
Mayor Winkler	yes

The minutes of April 24, 2018 were presented to Council for review. Ms. Tankersley made a motion to suspend the clerk from reading the minutes, seconded by Mr. McIntosh.

Roll Call:

Ms. Tankersley	yes
Mr. Humphries	yes
Mr. McEldowney	yes
Mr. McIntosh	yes
Mr. Jewett	yes
Mayor Winkler	yes

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

Roll Call:

Ms. Tankersley	yes
Mr. McIntosh	yes
Mr. Jewett	yes
Mr. McEldowney	yes
Mr. Humphries	yes
Mayor Winkler	yes

Public Forum:

Mr. Chuck Wiggins – 396 West Lomar Drive approached Council and thanked them on behalf of the neighborhood for their continued warm welcome to citizens and how they have spent their time listening to them intently while allowing them to express their opinions. He just wanted to say thank you and let Council know that it made them feel like their opinions were valued. He appreciates Council taking the time to do that. He also thanked specifically, Mr. McEldowney. He appreciates his concern for their families' health and welfare.

Council Report:

Mr. Jewett thanked the residents for showing up and expressing themselves. He has been here five years now and, until there is an issue that gets people's attention, there is no audience members. It has been nice to have citizens at the meetings.

Mr. McEldowney hoped that everyone had the opportunity to get out and vote today.

Mr. McIntosh mentioned that a few people have submitted resumes for various Boards and Committees and he thanked those individuals for doing so. He encourages others to get involved as there are plenty of openings on other Boards and Committees. He has seen some discussion on social media regarding the Planning Commission's vote and how "there should never be a tied vote," "we should plan better" and "there is not an even number of members." All of these comments are because there's an opening on Planning Commission that Council has been asking for months now to get someone involved and to please step-up and volunteer to be on that. This is a "plug" for Planning Commission, there is a seat open, please submit a letter of interest/resume to Town Hall if you are interested. There are also many openings on other Boards and Commissions. He would also like other Councilmembers to look at dates for potential work sessions to wrap up the parking issues. RV parking has been completed but they still need to work on commercial vehicles.

Ms. Tankersley congratulated the school theater program for a great production. They performed "Fiddler on the Roof" on the 27th, 28th and 29th. She was impressed by the extremely talented kids in this community.

Mr. Humphries questioned how often the road committee meets. There are three points of interest that he can think of that need to be addressed because they are in disarray. The intersection at the end of Nikki on Sunset, the middle of the intersection of Bobby and Beth, and on Lomar, adjacent to the Pizza Hotline property, right before the stop light. It is not so much patchwork as it is something that needs to be cut out and replaced. He realizes that asphalt companies are just now reopening for the warm weather season but he would like to know where we are at on the timeline of something being done with those areas.

Mrs. Duffy explained that the road committee meets whenever Council wishes for them to meet. They are not on a set meeting schedule. With regard to the roads needing repair, the Village does have a plan. There is one large road paving project already scheduled this year and that is the southern portion of Dayton-Oxford. Internally, our Service Director, Mr. Casson, has put together a list of road repairs throughout the Village. The past several years, we have spent the available road funds each year as matching funds towards large projects such as Beachler, Jamaica, and Fairview so that tends to take away from the smaller streets. The plan is that once we get the bid in, the bid opening is scheduled for this Thursday, we will see exactly how much the project will cost us. Mr. Rushing is aware that we are looking at how much money we have left in the pot. Mr. Casson's plan is to prioritize patchwork repairs around town to see how much we can possibly do with those leftover funds. Specifically for those roads, she doesn't know where they are on the priority list but that is the current game plan. If Council would like to schedule a Road Committee meeting, that is fine but she would recommend waiting until after the bid opening to understand how much money will be left. This could end up being an appropriation issue based on how much is needed to request additional supplemental funds to this year's budget because it was not something that was planned for at the time.

Mr. Humphries also commented on the library drop box that is currently located at the Pizza Hotline property will be moved to the Franklin Township building. Mr. Humphries also asked about the meeting with the apartment owners on Dubois Road.

Mrs. Duffy stated that the meeting was actually held today. There were a few areas of concern so they have scheduled another meeting in the next couple of months to readdress them. They have indicated that, in terms of the vacant buildings, that they had structural engineering look at them and, in their opinion, the buildings are still able to be rehabbed. Their current game plan is to rehab those buildings and address concerns of safety and security.

Mayor's Report:

Mayor Winkler informed everyone that on May 31st at 7:00pm, is the bacculaureate services for high school graduating seniors. This will be held at the Hillcrest Baptist Church. Anyone who would like to attend is more than welcome. He also announced that this is National Nurses' Week so please thank any nurse that you know. The Memorial Day parade will be held on Monday, May 28th. They will gather at Roscoe Roof Park at 12:00pm, and the parade will begin at 1:00pm. The Lions Club has sent a special invitation to Council and has asked us to participate in the parade. This is also National Teachers' Week and today is actually Teacher Appreciation Day so thank you to all of the teachers and educators that work with our youth every day to help them in their daily lives. May 6th through May 12th is Municipal Clerk's Week. The month of May covers just about everyone! He appreciates the clerk for Carlisle, she does a wonderful job and we are glad to have her.

The Memorial Day Parade will be continuing the same route as years past, beginning at Roscoe Roof Park, traveling Park Drive and ending at the cemetery. Council will need to discuss how they would like to participate, either all together or separately during the parade.

Manager's Report:

Mrs. Duffy would like to have a work session after the next Council meeting to discuss two issues. One being the traffic light at Union Road and St Rte 123 and the other is to have conversation about possibly cleaning up some zoning classifications of some M-1 parcels in town. If Council wants to meet on that, her plan would be to let those individuals property owners know that it will be discussed at the work session and to invite them to attend. If a formal rezoning were to move forward, there would be public hearings that would take place at both Planning Commission and Council that they would be invited to as well. This would be a work session following the May 22nd Council meeting.

Committee Report:

None

Old Business:

None

New Business:

Ms. Tankersley made a motion to appoint Mrs. Shawn McAtee to the newly formed Community Events committee, seconded by Mr. McIntosh.

Roll Call:

Ms. Tankersley	yes
Mr. Jewett	yes
Mr. McEldowney	yes
Mr. Humphries	yes
Mr. McIntosh	yes
Mayor Winkler	yes

Ms. Tankersley made a motion to appoint Mr. Douglas Lanier to the Volunteer Police Dependents Board, seconded by Mr. Jewett.

Roll Call:

Mr. McIntosh	yes
Mr. Jewett	yes
Mr. McEldowney	yes
Mr. Humphries	yes
Ms. Tankersley	yes
Mayor Winkler	yes

First Reading of Ordinances and Resolutions:

RES 8-18 A RESOLUTION AUTHORIZING THE VILLAGE MANAGER OR HER DESIGNEE TO PREPARE AND SUBMIT TWO MONTGOMERY COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATIONS AND TO EXECUTE AND SIGN ALL AGREEMENTS NECESSARY FOR THE COMPLETION OF THE GRANT CONTRACTS AND DECLARING AN EMERGENCY.

Mrs. Duffy explained the emergency language and stating that if the Village were to apply for funding, the application deadline is May 18th so that does not give time for the three readings in thirty days in order to apply for the grant. This will be a resolution authorizing the manager to apply.

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. McIntosh.

Roll Call:

Mr. Humphries	yes
Ms. Tankersley	yes
Mr. Jewett	yes
Mr. McEldowney	yes
Mr. McIntosh	yes
Mayor Winkler	yes

Mrs. Duffy explained that the Village belongs to the Montgomery County Community Block Development grant that is the entity from which we seek certain funds over the past years. We have been successful at acquiring CDBG funding for pretty much all of the park equipment. There was some major road reconstruction to the Colonial Village apartment complex off of Dayton-Oxford Road. The window of funding opportunities is open now. If we were successful in getting the funding, it would be for the period beginning October 1, 2018 through September 30, 2019. We have been informed by Montgomery County CDBG that they are looking for \$50,000 or less per entity. With that in mind, staff has identified two potential projects. One being that we request funds to make the restrooms here at Town Hall handicap accessible and ADA compliant. The restructuring of the lobby with the handicap-accessible door was funded through CDBG funds, so we are indicated the restrooms would be a continuation of helping to make improvements at Town Hall. We believe it would take approximately \$45,000 to rehab the two existing restrooms to make them compliant. The second request is seeking funds to remove Tapscott Church. That will be a hot topic open for discussion and in previous memos it was indicated that our service department has been monitoring and looking at that facility. In years past, we did receive CDBG funding grant trying to restore that to be a possible community center or senior center. We received funding but we were not successful in finding a qualified roof construction company that met the standards so we had to return that money. That was several years ago and since then the building has fallen into significant disrepair. It is the opinion of our Service Director that, although anything could be fixable with enough money, the building is completely covered in mold, the ceiling has caved in, it is infested with animals, the floor is sinking and it is a safety hazard. We are recommending that we seek funds from this grant to remove the building. At that point, it could be reassessed to see what to do with that space and/or possibly build a new building there. It would take approximately \$20,000 for the demolition of the building. We are planning on submitting the grant with \$5,000 in-kind contribution. When we go for CDBG funding, we are allowed to use in-kind contributions so our goal is to submit that with no out-of-pocket financial investment, it would just be support of labor and materials. The restroom project we would also submit \$5,000 of in-kind contributions. Obviously, if we wanted to submit a financial counter as well, we could. In the past with our CDBG funds, we have been able to successfully acquire the majority, if not all of our grants without expending any City dollars by using in-kind contributions towards that grant. This is why we are seeking to continue that trend. There is no guarantee that either one of these projects would be awarded. If we do submit more than one project, we do have to prioritize which one we believe would be first. Our Service Director is recommending for concerns of health and safety that Tapscott Church be our first priority. At this point and time, it is not a matter of if it will come down but when, so we are opting to get ahead of that curve. Mayor Winkler stated that if the building is in that state of disrepair, he doesn't believe we have much of a choice. It would be a good location to consider building something else that the community could utilize there. Mrs. Duffy also explained that this parcel does not have sewer to it nor City water so there would be a significant amount of improvements made to the site to make it habitable for public use. It is not ADA compliant so whether we are rehabbing the building or building something new there is an infrastructure cost that we will need to look at as well. There will be a lot of upfront costs as well as a parking facility and lighting for security. Mr. Humphries stated that he spent time out there a few days ago walking around and looking at the building and cemetery. The building itself is very primitive. The building is more of a name than it is an actual building. It is a square box with a few windows and white vinyl siding. It is nothing like tearing down an old brick building with a metal roof such as the Historical

Society building. It is more of a thought than it is an actual physical existence. The overall understanding will be that it is time to let it go. Mr. McIntosh asked that Mr. Casson take some pictures of the building and put together a small presentation so that Council can see what the current state of disrepair that the building is in, not to approve or disapprove, but so each of them can see the state for themselves. He does not feel it is necessary to have this together before the application is submitted, he would just like to see currently how the building looks for their own discussions. Mrs. Duffy explained that part of the application does consist of sending pictures of the building so that will not be a problem to produce the pictures for Council. This vote this evening is merely allowing the Manager to apply for the grant on the Village's behalf and proceed with plans if it is awarded. Mr. Jewett stated that he and his wife were out there a year or so ago walking around the building and it is even worse than it was a few years ago when Council toured it. Mrs. Duffy claimed that the building is deceptive from the outside. When you get inside, the smell in the building will knock you down and you cannot stay in there for any length of time. Time has not been a friend to this building. Mrs. Duffy would like to know if Council is okay with the priority they have given the two proposed projects with Tapscott being the first. All Members were in agreement.

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

Roll Call:

Mr. Jewett	yes
Mr. Humphries	yes
Mr. McEldowney	yes
Ms. Tankersley	yes
Mr. McIntosh	yes
Mayor Winkler	yes

Resolution passed on this day will be entered into Resolution Record Book as Res. 8-18.

RES 9-18 A RESOLUTION ADOPTING A TAX BUDGET FOR THE MUNICIPALITY OF CARLISLE, OHIO

Mr. Ryan Rushing, Finance Director, approached Council to explain the tax budget. This is the fiscal year 2019 tax budget. The tax budget is a mandatory statutory obligation by the Ohio Revised Code ORC in order to set property tax rates as well as to divide up the government fund which, although has diminished over the years, still exists. All 88 counties in Ohio has what is called a budget commission. Each county budget commission is comprised of the county auditor, the county treasurer and the county prosecutor. With this tax budget, we have to submit an official tax budget to the Warren County budget commission by no later than July 20th and, with that budget, once it is submitted, the budget commission reviews it and then uses that information from all jurisdictions in Warren County to set the effective tax rates for 2019 as well as to divide up the government fund. In no way is the tax budget the official appropriations or budget for 2019 but it is used to get an estimate about where we would like to be next year and a wish list for next year. Once the budget commission reviews the tax budget, they will return an official certificate of estimated resources. This certificate of estimated resources does

have to be approved by Council at a later date. With that certificate, comes an outline of the estimated tax rates for the following year as well as the appropriation limits that a municipality uses as a starting tool to set the budget for next year. Our budget will come forth in the fourth quarter of this year where we will have a finance committee and go through the usual steps. Also based on Ohio Revised Code, a public hearing is mandatory and has to be acquired for the tax budget and that has been scheduled for the May 22nd Council meeting. This will be a public hearing for any resident wanting to speak either for or against the proposed tax budget. That hearing has been published in a legal ad with the Middletown Journal.

The second reading of this resolution will be on for May 22nd.

ORD 6-18 AN ORDINANCE DETERMINING TO PROCEED WITH THE LIGHTING OF THE STREETS, LANES AND OTHER PUBLIC WAYS IN THE MUNICIPALITY OF CARLISLE, OHIO.

Mrs. Duffy explained that this ordinance, as well as the next one on the agenda, work concurrently in order to assess the operational costs of maintaining and operating our streetlights for the calendar year 2017 and any capital improvements that were made to our streetlights in 2017. This is a three step process to assess it to the property tax. Step one was already adopted by Council previously and this is step two which is to proceed with street lightings and the next ordinance is to levy the assessment. This is a continuation of the process that we began a few months ago. The amount to be assessed to the entire Village is \$51,673.66, which would roughly equate to \$23.44 per \$100,000 of true valuation per the County Auditor.

The seconding reading for this ordinance will be on for May 22nd.

ORD 7-18 AN ORDINANCE LEVYING SPECIAL ASSESSMENTS FOR LIGHTING OF THE STREETS, LANES AND OTHER WAYS IN THE MUNICIPALITY OF CARLISLE, OH WITH ELECTRIC LIGHTING.

The seconding reading for this ordinance will be on for May 22nd.

Second and Third Readings of Ordinances and Resolutions:

None

With no further business, Mr. McEldowney made a motion to adjourn, seconded by Mr. McIntosh.

Roll Call:

Mr. Jewett	yes
Mr. McIntosh	yes
Ms. Tankersley	yes
Mr. Humphries	yes
Mr. McEldowney	yes
Mayor Winkler	yes

Meeting adjourned at 8:28 p.m.

Date: 5-22-18

Randy Winkler
Mayor

Attest: [Signature]
Clerk of Council