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**MUNICIPALITY OF CARLISLE COUNCIL MINUTES  
REGULAR MEETING OF COUNCIL  
JULY 13, 2021 – 7:00 P.M.  
760 CENTRAL AVENUE, CARLISLE, OHIO**

Mayor Randy Winkler called the Carlisle, Ohio Municipal Council Regular Meeting of Tuesday, July 13, 2021 to order in Council Chambers at the Carlisle Town Hall building, 760 Central Avenue, Carlisle, Ohio. The meeting opened at 7:03 p.m. with the Pledge of Allegiance.

***Roll Call:***

Mrs. Debbie Kemper	present
Mr. Randal Jewett	present
Mr. William Bicknell	present
Mrs. Kim Bilbrey	present
Mr. Chris Stivers	present
Mr. Tim Humphries	present
Mayor Randy Winkler	present

Staff members present: Village Manager Julie Duffy  
Finance Director Ryan Rushing  
Clerk of Council Jennifer Harover

The minutes of June 22, 2021 were presented to Council for review. Mrs. Bilbrey made a motion to approve the minutes as presented, seconded by Mrs. Kemper.

***Roll Call:***

Mr. Bilbrey	yes
Mr. Jewett	yes
Mrs. Kemper	yes
Mr. Stivers	yes
Mr. Humphries	yes
Mr. Bicknell	yes
Mayor Winkler	yes

Minutes of June 22, 2021 were approved.

**Public Forum:**

No members of the public were present.

**Council Report:**

Mr. Bicknell attended JEMS general board meeting last evening. They are still struggling with employee coverage of service hours. They are utilizing some different techniques to get new employees. If there is anyone in our local communities that is looking for employment as either an EMT or a Paramedic, please reach out to JEMS on their website.

Mrs. Kemper thanked everyone again for the awesome turnout at the first concert in the park. The concert was amazing. She thanked the Service Department, Fire Department, Police Department and staff for helping with that event. She gave an extra thanks to Kim Bilbrey and all of the volunteers that evening as well as the Parks & Recreation and Special Events Committees. There were volunteers there to help with parking and everything was under great control. On June 27<sup>th</sup>, she attended the Warren County Republican picnic at ARMCO Park off of State Route 741. Years ago, this used to be only for ARMCO employees and their families. Warren County purchased this park several years ago and it is now open to the public. They have a golf course, fishing, soccer fields, boating and play areas. The park is amazing and everyone should take a trip out to enjoy it. She congratulated Mark Neal State Farm for receiving the Business of Month. He has been serving this community for over twenty years. She would like to invite all citizens to stop by Town Hall and take a look at the new Veteran's Memorial. Phase one has been completed and the flags are up. She is very proud of this project as she has been working with the Veterans' Committee (Mayor Winkler, Jim Gross and herself) to complete it. Phase two will be beginning soon with the addition of memory stones but she encourages everyone to stop by and take a look, especially at night when the lights are shining on the flags. She thanked all of the veterans and believes it is a memorial that everyone will be proud of in our community. She also thanked Alex and Steve from Pinnacle Flag Company out of Tipp City. They have done an amazing job on this memorial. She also announced that Warren County Small Business will be offering free seminars for anyone wanting to start a small, new business. This will be offered in person on July 21<sup>st</sup> from 2:00 p.m. – 4:30 p.m. at the Lebanon Administration building. Those interested can find more information on their website.

Mr. Jewett attended the concert in the park and it was very well received by the community. He spoke to the Police Chief and a lot of the officers were present that evening. The Service Department and Mr. Casson did a great job in having the park ready for the event. Everyone he spoke with had a great evening. He thanked Mrs. Bilbrey for all of the "behind-the-scenes" work that was done. He also thanked Mrs. Kemper for putting the veterans' memorial in motion as it has set idle for many years. She took this under her umbrella of things to accomplish and it looks very nice. Driving by at night and seeing the flags lit up truly looks great. He would like to remind citizens about the dangers of grass clippings in the roadway. He was driving along SR 123 the other evening and a gentleman was blowing grass directly into the street. He urges everyone to understand that clippings on the roadway is extremely dangerous to those on motorcycles, bicycles and scooters. Please do not blow your grass into the roadways.

Mrs. Bilbrey thanked all of the businesses, food trucks, city employees, maintenance, JEMS, Police, Fire, Ashley Martin Band, lighting crews, Park Board, Special Events committee and all of the volunteers for their work during their concert in the park. Everyone worked so well together that evening and the weather was perfect. She thanked everyone for making it so a wonderful event for our community. She is looking forward to the next one on July 29<sup>th</sup>. She has already had several businesses reaching out to her to be a part of that. The band that evening will be flying a drone that will be able to share with all of us the footage of the evening as well as use it for their own marketing. The Village will have access to that drone footage after the event to share with our community. She also attended the picnic at ARMCO Park with Mrs. Kemper. There were over 300 people there and it was very family oriented. She was honored to be a part of it and to learn more about politics. The concert on July 29<sup>th</sup> will be Ethan & Joey. If you are not familiar with them, you can find them on YouTube.

They are a high energy cover band. Food truck nights are being updated on Facebook due to the crazy weather we have been having recently. Please make sure to check the updates for which trucks will be joining us each Thursday evening. She congratulated the Hatfield's for receiving the first Yard of the Month and thanked Gross Lumber for sponsoring. Their yard is beautiful and is located in Timber Ridge subdivision. Mrs. Kemper and Mrs. Duffy were both there during the presentation. The next submissions need to be in by July 15<sup>th</sup>. She reminded everyone to make their calendars for National Night Out on August 3<sup>rd</sup> and more details will be coming out. She thanked Mrs. Kemper for all of her hard work on the Veterans' Memorial. She put a lot of time and effort along with Mr. Gross and Mayor Winkler. She had spearheaded that when she was on her campaign trail as she heard a lot of requests to get the memorial fixed up. She is proud that she dove into and made it reality for our community. It is a beautiful addition to our community. She congratulated Carlisle Barber Shop for being the first recipient of Business of the Month. Mark Neal State Farm was awarded the Business of the Month for July. There was also a ribbon-cutting event for the new massage parlor and she thanked Winnie and Larry for that. There are a lot of new things happening in Carlisle and she very excited to be a part of it. It is nice to see our social media pages flooded with more positive posts.

Mr. Stivers thanked Staff for their part in the concert in the park. It was a great event that was run very smoothly.

Mr. Humphries stated that the tentative date for Liberty Station's ribbon cutting will not be September 2<sup>nd</sup> due to a scheduling conflict with them. It will now be the last week in September. There are multiple dates that could work for them and Council needs to decide which will work the best for their schedules. Monday, September 27<sup>th</sup>, Tuesday, September 28<sup>th</sup> (which is a Council meeting night) or Thursday, September 30<sup>th</sup>. He requests that each Council Member give their preference to the Clerk and she will tighten up the date. If the group would decided on Tuesday, 9/28, he would suggest having the ceremony at 5:00pm to allow time for them to return to Chambers for their meeting.

**Mayor's Report:**

Mayor Winkler thanked Staff and everyone involved with the Concert in the Park. He was unable to attend due to a family commitment but he has heard nothing but good things about it. It was a big undertaking for everyone involved with a lot of behind-the-scenes work. He thanked Mrs. Bilbrey for all that she has done with the staff in putting that together. He also congratulated Mark Neal State Farm Insurance for being our Business of the Month. He apologized for not making the ceremony as he got busy with work at home and time got away from him. He appreciates their business in our community.

**Manager's Report:**

Mrs. Duffy acknowledged that this week is Montgomery County Fair week and that next week is the Warren County Fair. There will be plenty of opportunities to get out and see friends and neighbors. Because Carlisle is located within both Warren and Montgomery Counties, our citizens have access to some great events. She recommends that everyone look at the events going on in our counties as they are services that your tax dollars pay for. Warren County Small Development Center is a great resource that offers all kinds of training free of charge to anyone interested in starting their own business or who have a small business and need some help. She thanked Franklin Township for their shuttle service offered during our Concert in the Park. We are a part of Franklin Township and she encourages those in needs of transportation to reach out to them. If you were able to utilize this service

during the concert, you were able to get an idea of their hospitality and friendly drivers. Our annual National Night Out will be held in the park on Tuesday, August 3<sup>rd</sup> from 6:00 p.m. – 8:30 p.m. We are very proud to be able to bring this back in 2021. This will be the first event with our new Police Chief and he is very excited as well as our new Fire Chief. They are bringing in everything but the kitchen sink! This is a free event for the community to get together and build relationships with our first responders and safety services. One the most popular booths is that of the Service Department as they offer digging toys for the kids. JEMS will be there as well as the County. Parachuters and Care Flight will also be making an appearance, weather depending. This will be another great event held this year in Roscoe Roof Park for family and friends. Some of our residents have these great drones that are able to take pictures and video but during this event, please do not bring them. If these are in the area, Skydivers and Care Flight will not be able to land for safety concerns.

**Committee Report:**

None

**Old Business:**

None

**New Business:**

None

**First Reading of Ordinances and Resolutions:**

**ORD. 14-21 AN ORDINANCE AUTHORIZING THE ESTABLISHMENT OF THE “AMERICAN RESCUE PLAN ACT FUND” AND IS ON AS AN EMERGENCY.**

Mr. Ryan Rushing addressed Council concerning an ordinance to establish the American Rescue Plan Act Fund. This is in accordance with the Federal American Rescue Plan Act of 2021. As Council may recall, back in March, Congress enacted this new phase of federal funding. This is meant for the purposes of recovery from the COVID-19 pandemic. Unlike the Cares Act which was meant for the direct responsive to the public health emergency, these federal dollars are meant for the recovery of the everlasting affects of COVID-19. In order to receive these funds, we have to establish a separate fund. Any revenue received from this federal act will be deposited into this fund and any expenditures are made from this fund. There are two different classifications for aide. The Federal American Rescue Plan Act has classified local governments as “entitled” or “non-entitled” units. If you a local government with 50,000 or more citizens, you will receive direct financial aide (“entitled”) from the federal government. Entities that are 49,999 or less are labeled as non-entitled. Once this fund is established, it will give us the authorization to file any necessary paperwork to receive any federal funds. Our estimated share is \$570,474 which will come in two 50% installments. The first installment will come within a month or so after completing the necessary paperwork and the second will occur six months following the first. We will not be receiving the second installment until after the first of 2022. As with all federal funds, there are strings attached. These dollars can only be used for certain, pre-approved items. The US Treasury has released hundreds of pages of guidance and he is meeting on a regular basis with specific groups that interpret the rules and guidelines. It is important to know that these

dollars are able to be used to reimburse any other funds that may have had revenue loss due to the COVID-19 pandemic. The Cares Act did not allow reimbursement of lost revenue but this Act does. There is a calculation that has to be followed and once that has been released and he is able to interpret it, he will run our finances through that calculation. Step one will then be to reimburse any funds that may have received revenue loss due to the pandemic. Step two will be to look through the guidelines for infrastructure improvements of public utilities. These funds can be used to improve drinking water, storm water and broadband. A lot of entities will be looking at the broadband aspect for where they want to invest funds. To put this into perspective, some entities will be receiving upwards of \$500,000 as we will be receiving \$570,000. If the calculations are in our favor, he is imagining that we will take the majority of those funds into what they Village believes to be their best resources.

Mrs. Bilbrey stated that some other cities have used their Cares Act funds to help with trash, sewer and/or water payments for citizens. She is curious if Carlisle would be able to do something like that for their residents. Mr. Rushing explained that various cities were doing that with Cares Act funds and not this particular fund. Those entities chose to waive a month of utility payments so that in that month, no residents received a utility bill. They were able to accomplish that due to the amount of dollars they received. Some entities received millions of dollars from the Cares Act. Going from memory, Carlisle received a couple hundred thousand. The difference between entities is substantial so we do not always have the same ability as surrounding areas. However, in 2020, Carlisle chose not to increase utility rates. We did that knowing we were going through a pandemic. It is very important to know that even though we are our own infrastructure the (water lines & sewer lines) but we purchase our drinking water from the City of Franklin. Unfortunately, due to that, we do not always have the luxury of planning out rates or schedules. If the City of Franklin raises their rates on us, we have to pass that through to the customer or we would be losing dollars related to public utilities. Even though there was some increase in 2020, we froze the rates to our citizens and absorbed that cost internally. Mrs. Bilbrey asked if there is anything left, money speaking, that could be done for our community. She is curious if there any funds still available that could be used for something, even if it were small. Mr. Rushing explained that the Cares Act fund has a very minimal balance. With this new funding, if there are allowable items that we can show as a good faith effort in giving back to the community, he will be sure and make Council aware. As he works through the Treasury guidance and interprets that, whatever balance is left will be taking into consideration for our community. There have already been preliminary discussions about using tax payer's dollars to the best use for the community. Even though we are a smaller entity, we still have the same infrastructure costs as the larger cities. The cost to pave a road is the same price whether it is here or in Cincinnati, we don't get a small area discount of any type. The items that we have to purchase for our community are the same items that other communities have to purchase. However, because their budgets are larger, the costs are much less impactful as they are to ours.

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 Mrs. Kemper.

**Roll Call:**

Mr. Humphries	yes
Mrs. Kemper	yes
Mr. Bicknell	yes
Mr. Jewett	yes
Mr. Stivers	yes
Mrs. Bilbrey	yes
Mayor Winkler	yes

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

**Roll Call:**

Mr. Jewett	yes
Mr. Humphries	yes
Mr. Bicknell	yes
Mr. Stivers	yes
Mrs. Kemper	yes
Mrs. Bilbrey	yes
Mayor Winkler	yes

Ordinance passed on this day will be entered into Ordinance Record Book as Ord. 14-21.

Mrs. Duffy took a moment to compliment Ryan Rushing as a great employee. In addition to the normal complexities of daily government financials, working with auditors and scrutinizing everything, to have the last fifteen months thrown at him with all of the changes, he continues to prove what a rockstar he is for the Village. This most recent round of funding was approximately 150+ pages with lots of formulas and he has been on the phone constantly with his counterparts asking questions. To say that this Beavercreek resident has the best interest of Carlisle in his hear is a complete understatement. She just wanted to let Council and the community know how great it is to have Ryan Rushing on our side.

**ORD. 15-21 AN ORDINANCE OF THE LEGISLATIVE AUTHORITY OF THE MUNICIPALITY OF CARLISLE, OHIO AWARDDING THE BID AND AUTHORIZING THE VILLAGE MANAGER TO EXECUTE AN AGREEMENT OF SALE AND OTHER DOCUMENTS FOR THE SALE OF REAL PROPERTY LOCATED AT 265 BAKER LANE, CARLISLE OHIO; PARCEL ID: 01323780150, TO CHRISTOPHER ROY, 255 BAKER LANE, CARLISLE, OHIO; AND DECLARING AN EMERGENCY.**

Mrs. Duffy explained that in May, Council passed Ordinance 10-21 that authorized the publication of sale for the vacant lot at 265 Baker Lane for public auction. In compliance with Ohio Revised Code as well as our adopted local rules and regulations, we had to advertise for public sale for five consecutive weeks which was completed. The auction commenced and bids were accepted for the sale of the property. This lot is challenged as Council is aware and is currently vacant. There was one bid received from the auction after all of that advertising. If Council would so choose to award the sale of this lot to the abutting neighbor at 255 Baker Lane, Mr. Roy, it would be for \$100. With that, Mr. Roy does acknowledge that he would be responsible for all State and building code regulations if he would decide to do anything to the property. That would include detailed soil boring analysis as well as some

structural engineering to make sure that the ground is currently in compliance for anything with a permanent foundation. Mr. Roy is willing to accept that risk. The property is being sold as-is and he will be responsible for any necessary recording or filing fees with the County. This legislation would require a 2/3 vote to comply with the Ohio Revised Code to accept this type of sale. If Council chooses to proceed with the sale, this would authorize her to complete the necessary paperwork on behalf of the Village and our law director is aware of this sale and would compile the required filing forms. This is on as an emergency as it serves no public purpose for us to maintain that property. We would like to get that property into the hands of someone that could have better use for it than the Village.

Mr. Jewett asked if Mrs. Duffy could explain to the citizens how the Village came to acquire this property. Mrs. Duffy commented that the Village acquired the property in 2003 and there had been a single-family home on the property. At that time, she served a different route for the Village, so this may not be exact information. The home was built and had significant structure problems. It was falling apart at the foundation. The land appears to have building materials and other items that were buried in the soil with the house then built on top. Whether it was known to the builder at the time is not known but it was not built in a way to withstand the shifting ground beneath it. There are still some remaining issues with this lot. The Village acquired it and removed the structure for safety reasons and it has been maintained as a vacant lot. Mr. Jewett asked if the Village paid anything for the lot at that time. Mrs. Duffy is unsure but will be happy to investigate it further and bring that information back to Council. She does know that the removal of the home was an expense to the Village. Mr. Jewett asked that those numbers be researched so that they have clarification for all of the residents to understand what is happening. Mrs. Bilbrey would also like to know how many hours was required over the years for maintenance of the lot.

Mr. Jewett made a motion to table this legislation until Council’s next meeting to allow Mrs. Duffy the time to gather more information on pricing to acquire the home as well as demolition and upkeep of property; seconded by Mrs. Kemper.

**Roll Call:**

Mr. Bicknell	yes
Mrs. Bilbrey	yes
Mr. Jewett	yes
Mr. Stivers	yes
Mr. Humphries	yes
Mrs. Kemper	yes
Mayor Winkler	yes

Ordinance 15-21 has been tabled and will be back on Council’s agenda for their July 27<sup>th</sup> meeting.

**Second and Third Readings of Ordinances and Resolutions:**

**ORD. 13-21 AN ORDINANCE AMENDING THE CARLISLE ZONING MAP TO CHANGE THE ZONING CLASSIFICATION OF +/- 1.6174 ACRES AT 343 CENTRAL AVENEUT FROM B-2 GENERAL COMMERCIAL DISTRICT TO M-2 GENERAL MANUFACTURING DISTRICT.**

This Ordinance will be on for a third and final reading on July 27, 2021.

With no further business, Mrs. Bilbrey made a motion to adjourn, seconded by Mrs. Kemper.

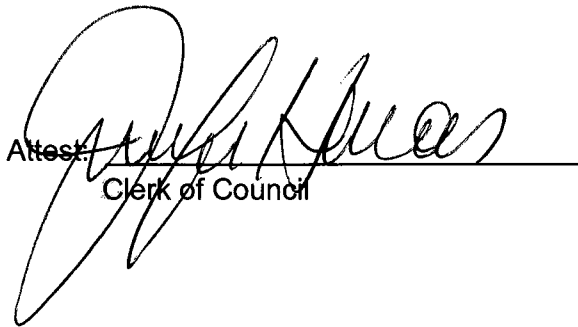
**Roll Call:**

Mr. Jewett	yes
Mrs. Bilbrey	yes
Mrs. Kemper	yes
Mr. Bicknell	yes
Mr. Humphries	yes
Mr. Stivers	yes
Mayor Winkler	yes

Meeting adjourned at 7:42 p.m.

Date: 7-27-21

  
\_\_\_\_\_  
Mayor

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