
MUNICIPALITY OF CARLISLE COUNCIL MINUTES
REGULAR MEETING OF COUNCIL
JULY 9, 2019 – 7:00 P.M.
760 CENTRAL AVENUE, CARLISLE, OHIO

Mayor Randy Winkler called the Carlisle, Ohio Municipal Council Regular Meeting of Tuesday, July 9, 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 June 25, 2019 were presented to Council for review. Mr. McIntosh made a motion to approve the minutes as presented, seconded by Mr. Bicknell.

Roll Call:

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

Public Forum:

No one approached Council.

Council Report:

Mr. Humphries stated his concerns about safety directly addressing our Service Director. There are honeysuckle bushes at the corner of Park and John Streets before crossing the railroad tracks at Beachler that are blocking views of traffic. He would like to know if those can be trimmed back to allow vehicles to be seen approaching this intersection. He knows that the Mayor has been working with Mr. Goodpastor and Mr. Gross on the Veterans Memorial. He knows of a few other citizens that are military veterans who would like to be involved with this committee. Mayor Winkler commented that they would be glad to have them join that group. He would like to acknowledge those homeowners who decorated their properties during the Independence Day holiday. Many took time to put flags out along their property and/or mailboxes. One residence stood out to him on Wilshire that took the time to paint stars on the face of their ditch line.

Ms. Tankersley had no comments.

Mr. McIntosh commented on the work session that followed the last Council meeting on June 25, 2019. This was a continuation of the scheduled work session prior to the same meeting. He thanked Mrs. Duffy, Mr. Rushing, Department Heads and staff for the amount of information that was presented regarding the employee pay plan. There was a lot of information to digest and he appreciates the realistic breakdown and effective recommendation given to Council. He reminded everyone that Railroad Days will be held on August 17th along with the Lions Club Big "T" sale and a Dedication for the new Ohio historical marker on Park Drive.

Mr. Bicknell mentioned some safety concerns for citizens. As the days get hotter and more children are out playing during the summer, he would like everyone to observe the proper speed limits in neighborhoods and slowdown in areas of children playing. The restrooms at Roscoe Park are a convenience for everyone. If you notice any type of vandalism, please contact the police as soon as possible. Our Service Department does a great job of keeping these areas clean for the public's use. They do quite a lot of work with very little staff so please help them out by reporting problems and taking care of these areas.

Mr. Jewett thanked the Firemen and Policemen that were dealing with the issue in the intersection of Dayton-Oxford and Central last Friday afternoon. It was a very hot day as they stood out for a long period of time directing traffic. A semi-truck took down a utility pole and multiple lines in this area causing a power outage for a large section of the Village. He appreciates the hard work that our crews put in during this situation.

Mr. Lamb recognized the Service Department for their continued hard work. The grass areas and flowerbeds around Town Hall are always well manicured and free of trash. The department does a great job of keeping up with landscaping as well as all of the other duties they have within the Village. He also reminded the public of National Night Out on August 6th.

Mayor's Report:

Mayor Winkler commented that he had been contacted by a resident with concerns about Robert Place. This road is actually divided by the railroad and, years ago, the crossing in this area was permanently closed. This closure led to a safety concern when it comes to emergency crews. Many times, EMS or Fire are dispatched to the wrong side of Robert Place then having to extend their response time by traveling through the neighborhood to get around the division. The resident who contacted him was concerned because her 94 year-old father had a recent medical emergency and crews went to the wrong end of Robert Place causing for a longer response time to her father. Mayor Winkler would like Mrs. Duffy and staff to investigate what the Village can do regarding either changing the name of one portion of this street and/or adding South or North to the appropriate sections. Mr. Lamb explained that he believed denoting North and South would help with this problem. Mrs. Duffy mentioned that there is no local code to follow but that State ORC should be able to guide them through this process of changing or modifying the name of a road. She explained that the Carlisle Crossings apartments has the same issue with Dubois Ct. It is actually denoted as East and West but the unit numbers are the same on each so, in emergencies, this can cause a delay if the correct end is not reported and/or left off. She and staff will investigate this and hopefully be able to correct several areas in town.

Mayor Winkler reminded residents that the Montgomery Fair is underway and will run through this weekend. Next week, the Warren County Fair will be in full swing. Mayor thanked staff for always doing a wonderful job. It is amazing the amount of work completed by the limited number of employees. There are 5 service workers, 17 volunteer firefighters, a small police force, 6 Town Hall office staff, 4 department heads and our Village manager. He appreciates the work that all of these individuals complete on a daily basis.

Manager's Report:

Mrs. Duffy thanked Mayor Winkler for his kind words regarding staff. She believes that Village staff is awesome. Whether they live in the Village or not, each member treats it as their town and takes pride in their job which shows in their quality of work. She reminded everyone that the walls are beginning to go up on the new school building. If anyone is interested, there is a construction camera that can be viewed through the school's website that will show the current process. The camera is mounted on top of the current high school building and overlooks the construction area. New construction always looks smaller when it is just "bones" of the project. We have received comments about the building looking too small but once the building is complete, people will be impressed by its size.

Mayor Winkler commented that Superintendent Larry Hook has offered to give Council a tour of the construction area possibly prior to their next meeting. The tour would take about 40-45 minutes. Mr. McIntosh suggested that they make the tour before their next Council meeting. Mrs. Duffy will reach out to Mr. Hook and schedule the tour for July 23rd at 6:00pm. Mr. Humphries suggested that they use this opportunity as a time to meet current school board members and invite them as well.

Committee Report:

None

Old Business:

None

New Business:

Mr. Bicknell made a motion to allow the Village Manager to enter into an agreement with Disalvo Development; 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

Approval has been granted to Mrs. Duffy to enter into agreement with Disalvo Development.

First Reading of Ordinances and Resolutions:

ORD. 12-19 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, 2019, AMENDING ORDINANCE 23-18, AMENDMENT NUMBER 1 AND DECLARING AN EMERGENCY.

Mr. Rushing approached Council. This Ordinance is to add additional appropriations to our annual appropriations ordinance (budget). The need for this is to support/update our current pay plan as was discussed at the last Work Session. Pursuant to the Personnel Rules & Regulations, it is staff's responsibility to present on an annual basis any recommendations or updates to our pay plan. They use best practice tools, one of them being a set of comparables meaning entities that within competition of our own employees. Comparables in terms of entities like our size and similar to our budget are also used. Those were all presented to Council in Work Session about the averages of like positions that we have in terms of title and pay ranges. As we saw in the drafts presented, Carlisle ranked in the lowest of most of these comparisons within our area. From that, staff did recommend an updated pay plan. This pay plan recommendation will put us within range of what is surrounding us. It is worthy noting that even with this "true up" or updated pay plan, we will still rank among the bottom 1/3 in terms of employee pay in this region. The attempt is to provide fair pay to our employees as well as to follow our own law. The current pay ordinance and Personnel Manual states that we have steps within our pay ranges for all non-exempt employees. They start out with a step process then advance up to a merit base component provided a successful job evaluation at the end of every year. In addition, staff would like to prevent from falling off of the scale again in the future. With this current effort, staff is trying to catch up with the idea that we cannot stay stagnant. Staff has also implemented a cost of living adjustment so that during the annual appropriation process, staff will present any additional cost of living adjustment that is needed to maintain the pay scale. This does not mean that once we pass this, it will be done. It truly means what the job and the market demands for these positions. Staff has been very realistic in terms of a proposal. He has put together many different scenarios. Not only is this plan sustainable but it is also very fiscally conservative. Throughout historical averages, we have been cognizant within the terms of our budgeting. Our net position has increased year after year for the past five years and we are now in a position where we can reinvest in our people. With that, we can continue to provide the level of service that the community desires and deserves. As of this fiscal year, we have had three additional positions added to our budget. Two of those positions remain vacant and, in the last three months, we have lost an additional three employees to our comparables. We currently have five open positions plus potentials for retirement so the need is now to update this plan. This will allow us to retain employee as well as up our recruiting efforts to ensure that we are competitive and providing salary ranges that the market desires. If this emergency vote passes, the plan will go into effect during the next pay period which begins on July 14th. Staff is very appreciative of Council's willingness to listen to the presentation last Work Session. We always do the best regardless of potential situations and we will continue to provide the level of service that Council and the community wants and deserves. Mr. Rushing thanked Council for their support on this endeavor.

Mayor Winkler had no questions but did thank Mr. Rushing and staff for all of their hard work in bringing this to Council.

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

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

Roll Call:

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

Ordinance passed on this day will be entered into Ordinance Record Book as Ord. 12-19.

Second and Third Readings of Ordinances and Resolutions:

ORD. 9-19 AN ORDINANCE DETERMINING TO PROCEED WITH THE LIGHTING OF STREETS, LANES AND OTHER PUBLIC WAYS IN THE MUNICIPALITY OF CARLISLE, OHIO – 3rd Reading

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

Roll Call:

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

Ordinance passed on this day will be entered into Ordinance Record Book as Ord. 9-19.

ORD. 10-19 AN ORDINANCE LEVYING SPECIAL ASSESSMENTS FOR LIGHTING OF THE STREETS, LANES AND OTHER PUBLIC WAYS IN THE MUNICIPALITY OF CARLISLE, OHIO WITH ELECTRIC LIGHTING. – 3rd Reading

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

Roll Call:

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

Ordinance passed on this day will be entered into Ordinance Record Book as Ord. 10-19.

Mayor Winkler announced there were no other agenda items for this evening.

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

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 7:24 p.m.

Date: 7-23-19

Randy Winkler
Mayor

Attest: [Signature]
Clerk of Council