MUNICIPALITY OF CARLISLE COUNCIL MINUTES
REGULAR MEETING OF COUNCIL
AUGUST 13, 2019 – 7:00 P.M.
760 CENTRAL AVENUE, CARLISLE, OHIO

Mayor Randy Winkler called the Carlisle, Ohio Municipal Council Regular Meeting of Tuesday, August 13, 2019 to order in Council Chambers at the Carlisle Town Hall building, 760 Central Avenue, Carlisle, Ohio. The meeting was opened at 7:04 p.m. with the Pledge of Allegiance.

Roll Call:

Mr. Nic Lamb present
Mr. Randal Jewett present
Mr. William Bicknell absent
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 that Mr. Bicknell would not be in attendance this evening due to a family emergency. Ms. Tankersley made a motion to excuse Mr. Bicknell from tonight’s meeting; seconded by Mr. McIntosh.

Roll Call:

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

Mr. Bicknell has been excused.

Mr. Lamb made a motion to approve the minutes of July 23, 2019 as presented, seconded by Mr. Jewett.

Roll Call:

Mr. McIntosh yes
Mr. Jewett yes
Ms. Tankersley yes
Mr. Lamb yes
Mr. Humphries yes
Mayor Winkler yes
Public Forum:

Police Chief Bruck approached Council. National Night Out was last Tuesday and there was great community participation. It was the largest attendance we have had for this annual event. He distributed a handout that will be placed on the Police Department’s Facebook page as a thank you to all of the volunteers. They went through 45 Pisanello’s pizzas and over 400 hot dogs. German Township brought in a canine officer that did demonstrations. Skydivers were back for the event. There was a ton of raffles including a bicycle and a helmet. It was a great time and everyone survived another National Night Out. He thanked everyone that attended and all of the community members that support this event. He thanked Officer Czarnota for putting many hours of hard work into preparing for this event. There is quite a bit of hard work on his part to schedule this event each year. He did a great job and Chief is very proud of what he did for the community. Public safety is a community project and not limited to just the Police or Fire Departments. It is everyone working together. The Police Department took seven reports this morning on thefts from cars on Nikki, Beth, Ethelrob and Meadowlark. It was mostly loose money or change but there is someone out there during the night looking for open cars. Each of the reported vehicles were unlocked at the time of the theft. Every car had items of value in it. This particular thief or group also left a lot of items in the vehicles, including a hand gun, so they were definitely looking for quick, non-traceable items of value. He encourages everyone to lock their vehicles and to not leave items of value in your vehicle. The residents of Carlisle still feel comfortable leaving items in their vehicles overnight and not locking the doors. The best way to control theft is to lock your vehicle and bring your items inside when the vehicle is not occupied. These are definitely thieves of opportunity. They are not looking to break into a car but they will enter it if the door is left unlocked. The Police Department does have a suspect in these thefts but they will be investigating. School does begin tomorrow. There will be no parking at the corner of Fairview and Jamaica. School buses will be out picking up and dropping off students. Please be aware of the proper procedures of school buses that will be posted on the Police Department’s Facebook page. Within the Village of Carlisle you are never permitted to pass a school bus making stops. No road conditions within the Village permit you to pass a school bus. There are so many drivers texting, running late or conversing with other passengers and this causes greater issues when paired with school buses on the roadways. There will be officers out making sure the area is safe for all children getting to and from school. There are a lot of students that walk to school, even though they should be on the school bus, but please watch out for them as well. There will be some parking issues given the construction area but, as a reminder, you will need to find a legal parking spot or you will be ticketed. During open houses, there were vehicles parked in front of fire hydrants that were ticketed. The Police Department needs to ensure the safety of everyone.

No other audience members approached Council.

Council Report:

Mr. Humphries appreciates the Police presence at National Night Out. It was a successful event and he appreciates the hard work of everyone involved. In regards to public safety, he would like to address the intersection of John, Park and Beachler. He spoke with Dan Casson, Service Director, about possibly doing an inventory of that intersection to find ways to increase safety. He would also like to have the Lands & Streets Committee meet to discuss the possibilities of improvements in this
area as well. He is interested in researching a stop sign at Fairy Lane and Beachler to create a pause before going over the railroad tracks. It is an unbelievable situation that our railroad crossings are the best they have ever been but it is a negative situation as it increased the speed with which vehicles cross them. With the new crossing areas, it is a smoother crossing so vehicles do not allow that pause at intersections near the tracks. He would like to address this situation as soon as possible. Mrs. Duffy would first like to contact our Village Engineer to address any possible legal issues with these areas before bringing it to the Committee. She would like to have them address what could be permissible before moving forward and perhaps completing an in-depth study of the intersections. Mr. Humphries would also like to request a meeting of the Recreation & Events Committee to discuss upcoming winter events and tree lighting ceremony.

Ms. Tankersley thanked everyone who came out to National Night Out. She appreciates all of the work by the Police Department, Chief Bruck, Sherriff's Department, Fire Department, and all of the volunteers who worked it as well as the Village Staff. The skydiver was incredible as well as the canine officer. Please remember to be cautious as school begins this week. She encourages everyone to get out and enjoy Railroad Days.

Mr. McIntosh thanked Chief Bruck and Officer Czarnota as well as everyone at the Police Department for the hard work during National Night Out. Chief Holbrook and the Fire Department as well as Dan Casson and the Service Department were also a large presence at the event. It was a great opportunity to meet all of the people that work behind the scenes at the Village. He appreciates all of the time that they have put into this community event. It was very well attended and the activities were great! He also reminded the residents to lock their vehicles on a regular basis. This is a big week in Carlisle with school beginning and Railroad Days this weekend. Please be mindful driving around town as there will be a lot going on. The Historical Marker Dedication will also take place this weekend on Saturday afternoon as well as the Lions Club Big "T" sale. Traffic will be a little congested on Park. He encourages everyone to get out and support these community events.

Mr. Jewett thanked everyone who had something to do with National Night Out and gave his best wishes to students and teachers as they begin their new school year. There is a lot of hustle and bustle around the school complex so please use caution when in this area of town. He hopes that this is a safe school year.

Mr. Lamb thanked all of the Department heads and the employees who worked at National Night Out or volunteered their time to work a booth. He got to visit every booth twice with his daughter! As school is starting up, he would like everyone to be mindful of the school buses and the kids waiting on them. Please allow yourself a little extra time in the mornings as things get started. Railroad Days is this weekend and Fairview will be closed but Park will remain open. Mrs. Duffy explained that once the parade passes through Park, our Service Department will be placing snow fencing along the Historical Marking area. This will help keep pedestrian traffic separated from vehicle traffic. Vehicles in this area will need to be very cautious as the events take place. The parade route will be traditional from Roscoe Park at 9:00am, down Park to Central to Jamaica and into the school lot. Mr. Lamb also requested a Work Session either before or after the next regular session to discuss a code issue. He will get all of the information to Mrs. Duffy before the next meeting. Mrs. Duffy noted that she may have a scheduling conflict following the next meeting but should be able to meet before which would put the meeting request of Recreation & Events Committee to follow regular session.

**Mayor's Report:**

Mayor Winkler also thanked everyone involved with National Night Out. It was a huge success. He actually had a couple of people come and thank him for the event and he was quick to acknowledge
that it was all put together by our Police Department. They do this for the community every year and it is not a Council event. It was very well attended. He does have a question regarding parking during Railroad Days. Will there be parking around the school with shuttling down to the baseball fields? Mrs. Duffy said she has been told that Franklin Township will be offering parking and shuttle service from their location. There will be handicap parking at the baseball fields. On August 24th, the Lions Club will be having their annual Tractor Run. It is one of their biggest fundraisers. Anyone who has a tractor that is capable of running up to 10 mph and going 45–50 miles, is invited to attend. They stage this event at 8am and leave about 9am. Breakfast will be available at the Lions Club building prior to the Tractor Run. Lunch will be at the Germantown Dam and ice cream will at the Dairy Queen when they return. It is $25 to enter your tractor or you can be a participant without a tractor for $10/adult and $5/child. Mayor Winkler would also like to have a Utilities Committee meeting at some point in time. He has had a citizen reach out to him who works from home as a software developer. His broadband width in this area, according to him, is not sufficient. He has filed a complaint with the FCC against Spectrum. He would like to address the Utilities Committee about possible municipal broadband and what the benefits to the community could be. Utilities Committee consists of Mr. Jewett, Ms. Tankersley and Mayor Winkler. Mrs. Duffy explained that the next time to meet without this being a huge rush would be September 10th. Would the Committee prefer to meet prior to or following that Council meeting? Mayor Winkler mentioned that after may be best not knowing how long his presentation may be for this topic. This will be clarified at the next Council meeting.

Manager’s Report:

Mrs. Duffy gave a big kudos to National Night Out. She was able to take her father to the event. A few citizens gave the description that if you ever wanted to see what “small town America” looks like, this event would be it! JEMS is continuing to offer free CPR classes for citizens. The next class will be held on Saturday from 1pm to 4pm. The next class date will be October 19th from 1pm to 4pm. This schedule will be posted on our Village Facebook page. Registration can be made by contacting JEMS or the Franklin City Fire Department. She had the opportunity to tour the JEMS facility. She met with the Chief and it was great! She encouraged Council to set-up a time to tour this facility as well. JEMS and Carlisle have always had a good relationship but he feels it is stronger than ever before. His crews definitely appreciate this relationship. If our community is not familiar with JEMS, they do have a new website and they are our EMS provider. We do have a link to their website from our Village site. It is [www.JEMS15.org](http://www.JEMS15.org) They cover a very wide service area and do it quite well. There will be an opportunity for our citizens to get rid of scrap tires. Franklin Township will be offering a tire recycling event on September 14th from 9am until 2pm at the Franklin Township park in Hunter. There is information on our website to promote this event. It is encouraged from a health and wellness aspect to get rid of scrap tires. It is a free event but tires must be removed from rims. There will be a new additional area code for our community. Public campaigns have begun. The 937 area code is due to be out of eligible numbers sometime next year. There will be an overlay district which means beginning Spring of 2020, this area will have a 937 area code and a 326 area code. Your current number will not be changing. If you acquire a new telephone number after Spring of 2020, you will be receiving the new 326 area code. The largest piece to this public campaign is to remind everyone that all numbers are dialed to include the area code. Any numbers programmed in your phones need to be sure and have the area code saved as well. Beginning Spring of 2020, all calls will need to be dialed with the area code even if you are making a “local” call. Get into the habit now of using the area code for every
call and update your saved numbers so that you are not declined calls in Spring of 2020. We will also help to remind everyone as the date draws closer by posting information to our Facebook page and website.

**Committee Report:**

Mayor Winkler commented about discussions the Utilities Committee had during their last meeting of July 23, 2019. A citizen had requested that the Village consider a discount on sewer rates if a homeowner paid in advance. Unfortunately, after much discussion between the Utilities Committee members, the Village will be unable to meet this request at this time.

Mr. McIntosh reported on the Finance Committee meeting that was held just prior to tonight’s Council meeting. There were two topics of conversation. The first was the quarterly report of second quarter. High points from that is that income tax collection is up 17% over this time period last year. A few notes on that, 70% of residents receive full or partial credit to another municipality for their income tax. As we grow and need to offer higher level of services in the future, we may have to reconsider forgiveness or partial forgiveness of income tax credit. The collection of revenues are over what is expected for the time period. All of our funds are very healthy. We have expended 42% of the budget through expenditures for this time period. We continue to be conservative and mindful of spending and adhering to the budget. The second topic was a presentation from RedTree Investments. They are a financial advisor of public funds. She briefed us on who they are and what they do as well as who some of their other clients are and what public money can be invested in. We are not able to just buy Amazon stock, it is mainly government securities and bonds. We do have legislation on for tonight to enter into an agreement with RedTree Investments. He thanked Mr. Rushing for his work on this topic. This is a very big milestone for the Village to be able to get back into the investment arena and be good stewards of the taxpayer’s dollar.

**Old Business:**

None

**New Business:**

None

**First Reading of Ordinances and Resolutions:**

**ORD. 15-19 AN ORDINANCE ACCEPTING THE DEDICATION OF OAKRIDGE COURT IN THE TIMBER RIDGE SUBDIVISION, SECTION NINE.**

Mrs. Duffy explained that this particular cul-de-sac is the most northern street in the Timber Ridge subdivision which is across from the Township building. All of the improvements have been made and are satisfactory for us to take official ownership of the road and maintenance. This is the formal legislative process for us to formally accept the road as our own.

This will be on for a second reading on August 27, 2019.
RES. 15-19 A RESOLUTION AUTHORIZING THE VILLAGE MANAGER OF THE MUNICIPALITY OF CARLISLE TO SIGN AN AGREEMENT WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR THE PROVISION OF BRIDGE INSPECTION SERVICES AND DECLARING AN EMERGENCY.

Mrs. Duffy explained that ODOT began a program three years ago for communities under 50,000 in population with bridges, they will provide the annual inspections. Prior to that, we still had to provide annual inspection, audit and safety check of all of our bridges at our expense. We were very happy to see ODOT begin this service. ODOT has indicated that they are going to do this program for another three years but in order to do so we need to let them know basically today. Mrs. Duffy confirmed this with our Service Director and the answer was a firm "yes" that we want them to continue this service. Members of ODOT were in town this past week doing some of the inspection services for us under the old contract. It is one for an emergency due to the time factor that ODOT needs for us to participate. This agreement has no cost to the Village.

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. Jewett.

Roll Call:

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

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

Roll Call:

Mr. Jewett       yes
Mr. Humphries    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. 15-19.

RES. 16-19 A RESOLUTION AUTHORIZING THE VILLAGE MANAGER OR DESIGNEE TO SIGN AN AGREEMENT WITH REDTREE INVESTMENT GROUP AS THE VILLAGE'S INVESTMENT ADVISOR AND IS ON AS A SINGLE READING.

Mr. Rushing explained the Resolution. This is a milestone for the Village. It is a true commitment and true showcasing of what Council and staff has done over the years to get us to this place where investments can even be an option. He passed out information to each Councilmember about the proposal from RedTree Investments about their services. Jennifer Trowbridge, Co-founder and
Portfolio Manager, met with the Finance Committee earlier this evening. Mr. Rushing approached RedTree Investments due to his continuing education training where they were teaching one of his courses. He figured if they were good enough to teach the class that he is required by law to take, they must be good enough to handle our investments. He has had many conversations with Ryan Nelson, who is also a co-founder, as well as Jennifer. Carlisle Schools also use RedTree for their investment services. RedTree focuses only on public funds. This is important to us because there are only certain items that public entities are allowed to invest in. In speaking of risk, we are already in a narrow market as to what we want to invest in so safety is the other large point to consider. This is not just another financial advisor or bank which handles personal funds, all RedTree does is public funds. RedTree’s portfolio shows they manage approximately $4 billion. That is important for us because they can use their leverage to get us into securities and financial instruments at interest rates that are much higher than what we could get elsewhere. They have over 200 public entities that they invest in. Even though they are only about five years old, they are one of the main players in the state of Ohio for public funds management. RedTree focuses on the client. Most of our offices are one person departments so we all wear multiple hats. He would love to be able to dedicate his sole time to investments but he does not have that luxury. RedTree will basically be able to “hold our hand” through these scenarios since we have not had the ability to invest for some time. They are a resource for us. Because of having over 200 clients, they also become a rolodex for multiple services. RedTree’s sole purpose is not to make money for us, it is safety. They make sure that our principle is preserved which is our utmost goal. These are taxpayer’s dollars so we do not have the luxury of playing the risk and reward game. Liquidity is also important as we need access to these funds. We will always have ample amounts of “cash” money available to us and RedTree makes sure to have same-day access if needed for emergencies or natural disasters. RedTree also works to get the best yield to us that is safe. ORC only allows public entities to invest in seven specific instruments which RedTree adheres to for their clients. State law only also allows five years maximum maturity. We are not permitted to lock any funds up for longer than that period of time. Safety and liquidity come first and then yield. The Village is going to begin with $3 million and we currently have a bank balance between $7-8 million. The majority of our funds will still be available to us in our bank accounts as we will start very conservatively. As we build our relationship with RedTree, we will potentially do more in the future. RedTree is foreseeing at 2% interest that will give us approximately $60 thousand of income. This service is not free as it is also a business for them. For every $1 million that they manage for us, they will receive $1 thousand for the entire year. For investing $3 million with them, we will be charged approximately $3 thousand for the year. With the estimated return of $60 thousand, we will still be netting money with their service. The fees are all encompassing and will not fluctuate. There is no “fine print” on their one-page contract. They have over 200 clients and several are from within our area: City of Franklin, City of Lebanon, City of Monroe, City of Oxford and City of Springboro. They are well represented in the State of Ohio as well as Warren County. The ORC does allow us to hire an investment advisor. While it is new to us, it is not new to our surrounding communities. This does not affect our agreement with Peoples Bank. This will be in addition to that as another tool to maximize our dollars. This resolution is on as a single reading due to the fact that right now the market is doing well. We would like to take every advantage of that and get this in order as quickly as possible. Federal interest rates change so we want to be sure and capitalize on the current strong market. Mr. McIntosh
explained that RedTree will not be the custodial owner of the money. US Bank will be the custodian account so it is not possible for RedTree to take our money. They are simply a service in between us and US Bank. Mr. Rushing explained that point further by noting that all funds remain in our name so if for some reason RedTree or US Bank were to falter, the funds are still ours. Mr. Jewett asked if the $3 million would come out of one specific account. Mr. Rushing explained that “accounts” are only “in-house” determinations for our “books”. The funds in our bank accounts are listed as one account which is the Municipality. It is not until the funds are listed internally with us that we determine accounts. This does not affect internal accounts as the money is not leaving our accounts, there is no expenditure. The only thing that will be noted on our “books” is the interest earned as it comes in. ORC only allows interest earnings to be deposited into four funds: general, road, state road, and county vehicular tax. Interest earnings will be deposited on the “books” proportionally to the fund balances of those four funds. If the general fund had 90% of those four funds, then it would get 90% of the interest earned.

Mr. Lamb made a motion to suspend the rules requiring three readings, and have one reading by title only, seconded by Mr. McIntosh.

Roll Call:

- Mr. McIntosh: yes
- Ms. Tankersley: yes
- Mr. Lamb: yes
- Mr. Jewett: yes
- Mr. Humphries: yes
- Mayor Winkler: yes

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

Roll Call:

- Mr. Lamb: yes
- Mr. Humphries: yes
- Mr. Jewett: yes
- Ms. Tankersley: yes
- Mr. McIntosh: yes
- Mayor Winkler: yes

Resolution passed on this day will be entered into Resolution Record Book as Res. 16-19.

Second and Third Readings of Ordinances and Resolutions:

None

Mayor Winkler announced that there will be an Executive Session immediately following tonight’s meeting to discuss the purchase or sale of property. There will be no action to follow.
Mr. Humphries added a last minute comment for our Service Department. There is a large amount of
dirt on Sunset near the railroad tracks. He would like to see if someone could get that cleaned up.

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

Roll Call:

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

Council entered into Executive Session at 7:54 p.m.

Mr. McIntosh made a motion to enter back into regular session, seconded by Mr. Jewett.

Roll Call:

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

Council entered back into regular session at 8:57 p.m.

Mr. Lamb asked Mrs. Duffy what the process would be if Council wanted to make a change to the
Zoning Code. Mrs. Duffy explained that a textual amendment to the Zoning could be initiated by either
the Planning Commission or Council. If Council initiated the amendment, they would need to pass a
Resolution with the suggested textual change. Planning Commission would hold a public hearing to
review and make a formal recommendation to Council regarding the proposed change. A second
public hearing would be held at Council. After the second public hearing, Council would review and
possibly adopt the change as an Ordinance.

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

Roll Call:

Mr. Jewett      yes
Mr. McIntosh    yes
Ms. Tankersley  yes
Mr. Humphries   yes
Mr. Lamb        yes
Mayor Winkler   yes
Meeting adjourned at 9:06 p.m.

Date: 8-27-19

Randy Wrinkle
Mayor

Attest:
Clerk of Council