I. Pledge of Allegiance/Roll Call

II. Minutes
   A. Regular Meeting – February 28, 2017

III. Public Forum

IV. Council Report

V. Mayor’s Report

VI. Manager’s Report

VII. Committee Report

VIII. Old Business

IX. New Business

X. First Reading of Ordinances and Resolutions
   A. Ord. 4-17: Street Dedication – Union Road Extension – (Emergency)
   B. Ord. 5-17: $840,000 Bond Anticipation Note for S.R. 123, Phases 4-7 (1st Reading)

XI. Second & Third Readings of Ordinances & Resolutions
   A. Ord. 3-17: $1,325,000 Bond Anticipation Note for Union Road (2017 Renewal) – (2nd Reading)

XII. Executive Session
    Personnel – To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official

XIII. Adjournment

WORK SESSION: B63Line Proposal Presentation
MUNICIPALITY OF CARLISLE COUNCIL MINUTES
REGULAR MEETING OF COUNCIL
FEBRUARY 28, 2017 – 6:00 P.M.
760 CENTRAL AVENUE, CARLISLE, OHIO

Mayor Randy Winkler called the Carlisle, Ohio Municipal Council Regular Meeting of Tuesday, February 28, 2017 to order in Council Chambers at the Carlisle Town Hall building, 760 Central Avenue, Carlisle, Ohio. The meeting was opened at 6:01 p.m. with the Pledge of Allegiance.

Roll Call:

Mr. James Lickliger  present
Mr. Randy Jewett  present
Mr. Jake Fryman  present
Mr. Brad McIntosh  present
Mr. Jonathan McEldowney  present
Ms. Barb Tankersley  present
Mayor Randy Winkler  present

Staff members present:  Village Manager Sherry Callahan
Interim Clerk of Council Julie Duffy

The minutes of February 14, 2017 were presented to Council for review. Mr. Fryman made a motion to approve the minutes as presented, seconded by Ms. Tankersley.

Roll Call:

Mr. Jewett  yes
Mr. McIntosh  yes
Mr. Fryman  yes
Ms. Tankersley  yes
Mr. Lickliger  yes
Mr. McEldowney  yes
Mayor Winkler  yes

Public Forum: Mr. Jim Nickell, 8866 Meadowlark Drive, addressed Council on behalf of the Carlisle Lions Club to thank Council for their decision to reinstate the Memorial Day Parade. Mayor Winkler accepted Mr. Nickell’s thank you on behalf of Council and stated that it was a tough decision made by Council to originally charge for the local parades. Mayor Winkler stated that the financial status of the Village had improved and that Council realized the importance of the parades to the community which led to the decision to reinstate them. Mr. Nickell went around and shook every members of Council’s hand as a final thank you on behalf of the community and the veterans.

Mr. Brian Morris, 8460 Kingston Drive, presented Council with a check of $400.00 which represented one-half of the total due for the 2016 Railroad Days parade. Mr. Morris stated that he wanted to clear the air regarding any rumors about the reasons the parade fee was not previously paid. Mr. Morris explained that the festival expenses ran higher than expected and that he had communicated to the Village in October 2016 that he would pay one-half of the fee now and the remainder after fund-raising from early sign-ups. Mr. Morris stated that due to busy schedules, he was unable to finish the meeting
from October 2016. Mr. Morris said that there was never any resentment or holding back of monies and wanted to squash any rumors that there was a disagreement between Railroad Days and the Carlisle Council. Mr. Morris stated that they appreciated the support of the Council and that they have full intention of paying the remaining balance once the fund-raising monies come in. Mayor Winkler thanked Mr. Morris and said that the Village will work with them in any way that they could.

Council Report:

Mr. Jewett had nothing this evening.

Mr. Fryman had nothing this evening.

Mr. Licklter requested that the Charter Committee get back together to review the Charter. Mr. Licklter stated that the Committee was supposed to meet every five years and that it has been five years since the last review. Mr. Licklter said that he wanted to instruct the Village Manager to start the review process. Mrs. Callahan asked if Council wished her to make initial contact with the members of the previous Committee. Mrs. Callahan stated that she believed that two or three of the previous nine members had moved out of town and would not be able to serve again on the Committee. Mr. Licklter suggested that Mrs. Callahan speak first with the chairperson of the Committee and work with him to gather the other members together. Mayor Winkler said that he had recently spoken with the former chairman and that he had expressed interest as well in getting the Committee together.

Mr. Licklter stated that he wanted to also thank Chief Holbrook for conducting some joint training with the Franklin Township Fire Department. Mr. Licklter said that it was good to get the departments together. Mr. Licklter also stated that JEMS recently acquired a new truck and that Chief Riddiough had brought it to the meeting in case any members of Council wanted to look at it. Mr. Licklter stated that, at the previous night’s meeting of the JEMS Board, the Board approved the replacing of all of JEMS’ computers which was a big process as the computers had not be replaced in 10-12 years.

Mr. McIntosh congratulated Carlisle High School Boys Basketball Coach Ridinger, his staff and the team for being SWBL League Champions and wished them well in the upcoming tournament. Mr. McIntosh thanked the Bond This Village committee for inviting Mayor Winkler and him to speak and be on a panel for questions pertaining to the Village. Mr. McIntosh also said that he had seen signs out for the upcoming Carlisle Lions Club pancake breakfast and encouraged the community to attend the event on Saturday.

Mr. McEldowney also thanked Chief Holbrook for working together with the Franklin Township Fire Department and stated that getting the two departments together can only benefit the community. Mr. McEldowney agreed with Mr. McIntosh that it was great seeing the community get together at the forum regarding the Carlisle School Bond issue. Mr. McEldowney said that he always encourages individuals to be active citizens of the community and to get involved in Village and school activities.

Ms. Tankersley thanked Jim Nickell for coming to the meeting and letting Council know how much they appreciated the reinstatement of the parades. Ms. Tankersley thanked the Veterans and was grateful for all that they have done. Ms. Tankersley also thanked Mr. Morris for coming to the meeting to clear up some things for them.
Mayor's Report:

Mayor Winkler stated that he met with the Carlisle Police Chief last week and that there is a high level of theft from vehicles around town. Mayor Winkler stated that he was informed that many of the theft is occurring from vehicles that are either left unlocked or have visible valuable items left inside. Mayor Winkler said that he believes the increase in crime is related to the drug epidemic in the area with anything of value being targeted and sold to support a drug habit. Mayor Winkler said that the Carlisle Schools were targeted during daytime hours with many teachers' vehicles broken into. Mayor Winkler encouraged everyone to make sure that they are locking their cars and removing anything of value from them to discourage potential criminals.

Manager's Report:

Mrs. Callahan stated that a report by the Street Committee had been accidentally omitted from the agenda and should be added under number VII for discussion tonight.

Mrs. Callahan stated that a new Manager's Secretary/Clerk of Council has been selected and is scheduled to begin on March 20th. Mrs. Callahan stated that she will be sworn in on March 20th to begin day-to-day operations and will be sworn in by Council at the March 28th meeting to begin Clerk of Council duties.

Mrs. Callahan stated a police exam will be given by the Village on March 25th to establish an updated eligibility list and the application deadline to take the exam was March 16th at 4:00 pm. Mrs. Callahan stated that two Carlisle officers would be attending a job fair at the Miami University Middletown campus on March 1st to promote the department and the upcoming exam.

Mrs. Callahan stated that an employment test is also being given for the Tax Administrator position on March 7th but that the application processed had closed as of February 27th. Mrs. Callahan concluded by wishing everyone a Happy Mardi Gras.

Committee Report: Street Committee: Mr. Jewett stated that there was a short Street Committee meeting after the last Council meeting. Mr. Jewett wanted to update the citizens that there would be two road projects this year. Jamaica Road from Central Avenue to the Warren County line is scheduled to be completed while school is not in session and Beachler Road will also be repaved in 2017.

Mr. Jewett said that the Committee instructed Mrs. Callahan to apply for 2019 grants for two projects—the addition of a traffic light at the intersection of Union Road and SR123 and the paving and possible widening of Industry Drive.

Old Business: none

New Business: none
First Reading of Ordinances and Resolutions:

ORD. 317: AN ORDINANCE PROVIDING FOR THE ISSUANCE OF $1,325,000 RENEWAL BOND ANTICIPATION NOTES FOR THE PURPOSE OF PAYING A PORTION OF THE COST OF MAKING ROAD IMPROVEMENTS IN THE MUNICIPALITY.

Mrs. Callahan explained that this was the renewal of the debt issued for the road improvements on Union Road and Fairview Drive, which is serviced out of the Timber Ridge TIF Fund, and represented a buy-down of $150,000 from the previous issuance.

Second and Third Readings of Ordinances and Resolutions: none

Mayor Winkler stated that Council would be moving into Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

Mr. Lickliter made a motion to adjourn into Executive Session to discuss Personnel at 6:17 p.m., seconded by Mr. McIntosh.

Roll Call:

Mr. Fryman yes
Mr. McIntosh yes
Mr. Lickliter yes
Mr. Jewett yes
Ms. Tankersley yes
Mr. McEldowney yes
Mayor Winkler yes

Mayor Winkler announced that there would be no action to follow. Mayor Winkler also remarked that there will be a meeting of the Housing Reinvestment Board immediately following the Regular meeting and a work session with Mrs. Judy Brinegar from B63 Line Company regarding Economic Development and that the public was invited to stay.

Council reconvened back into Regular Session at 6:38 p.m.

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

Roll Call:

Mr. McEldowney yes
Mr. Fryman yes
Ms. Tankersley yes
Mr. Jewett yes
Mr. McIntosh yes
Mr. Lickliter yes
Mayor Winkler yes
Meeting adjourned at 6:38 p.m.

Date: ______________________

__________________________
Mayor

Attest: _____________________
Clerk of Council
MEMORANDUM

TO: MAYOR AND MEMBERS OF COUNCIL
FROM: SHERRY CALLAHAN, VILLAGE MANAGER
DATE: March 10, 2017

CHARTER REVIEW COMMISSION

I have tried to contact all the members of the 2012 commission; three are no longer citizens of Carlisle. Of the remaining six, four have agreed to serve again. One member’s e-mail worked, I haven’t heard from her. The last member’s e-mail is no longer current. I did attempt to call the two members; one to get a new e-mail address but have not heard back from her yet, and the other phone number is no longer in service.

I will continue to make contact but the Charter states that there should be 9 electors to serve on this commission.

ECONOMIC DEVELOPMENT

I continue to work with Insight Consultants and REDI Cincinnati to get the Business Park certified. This will help the Village’s visibility on site selectors’ sites. Wave 2 will begin at the end of March and new data will have to be submitted by end of April. If they deem us worthy, then there will be a site visit in July.

SCRAP TIRE SPRING CLEANUP

The Village has gotten a green light from EPA to allow Township residents to participate in the next scrap tire clean-up. I will set a meeting with Ms. Stivers at the Township to discuss what is expected in order to have her residents drop off scrap tires. We are targeting the spring clean-up sometime in May.

POLICE DEPARTMENT

Officer Fisher was successful in finding the suspect that was doing doughnuts in Roscoe Roof Park. A witness gave a description of the vehicle and license plate # but the department was having problems catching him at home. Officer Fisher tracked him down on Facebook and confronted him at his place of employment in Middletown. He will be cited for his activities.

Chief Bruck continues to implement Lexipol that we purchased a couple of years ago. Training on newly revised policies for excessive force, pursuit, etc. took place this week; with all officers attending.
SERVICE DEPARTMENT

The crew has been out cleaning underpasses and ditches of debris after the recent rains. Norfolk Southern RR is suppose to clean under their tracks behind Eagle Mold. This area is prone to flooding if these waterways are not kept free of debris.

In the near future, Miami Conservancy District (MCD) will be on Dayton-Oxford Road with an excavator. They will block one lane of traffic and Village personnel will help maintain traffic. They will be removing ash trees along the river from the Village corp line to River Arm Apartments. Due to the emerald ash borer, many of the trees are dead and during high wind events can cause damage and be a hazard by falling into the roadway and utility poles. MCD will push the trees into the Great Miami River as a means of disposal. As soon as I know a date, I will let you know.

Mr. Casson is looking into getting one of his crew certified as a playground inspector. Our crew inspects all equipment and surfaces on a regular basis. However they are not certified by the Park and Recreation Association. The class and exam are coming up and we will send one employee to this seminar. If successful, then this will help with insurance rates in the future.

The new 1 ton truck has been delivered and the old one taken away. The new truck will be outfitted with the new plow apparatus in the next week or so.

FIRE DEPARTMENT

Chief Holbrook has hired 3 new firefighters. He has 2 more pending. Robby Miller has a new baby daughter. Roger Hurley has recently had a heart procedure and is recuperating nicely at home.

Chief is changing over several MDC and they will be ready when the County’s new CAD system goes live in September. Each MDC will have GPS in it and the County will be dispatching by vicinity of a vehicle instead of by jurisdiction.

The remodel of the station is progressing. New toilets have been bought and installed and Chief continues to hunt for the best deals on sinks, flooring, cabinets, etc.

SPLASH PAD

Please see enclosed memo.

MISC

A copy of the monthly mayor’s court report is enclosed.
The Carlisle Ponytail Association has requested a parade on April 22nd. Staff is reviewing the application and we will issue approval as soon as possible. The representative from Ponytail indicated that the Boys Baseball League will do a separate parade sometime in May in conjunction with their opening day. FYI…this will be 5 parades that we will “man” this year if all parades are realized this year.

LEGISLATION or COUNCIL ACTION REQUIRED:

FIRST READING

Street Dedication: This ordinance is on for a first reading with emergency language. Associate Construction has completed all required improvements on the Union Rd. Extension. Our Engineer has approved all improvements for acceptance by the Village. The emergency language is due that this dedication should have happened last year. Once streets are dedicated, the Village is responsible for the maintenance of the roads.

Bond Anticipation Note: This ordinance is on for a first reading and will issue $840,000 in Bond Anticipation Notes for road improvements for S.R. 123-phases 4-7. This debt will be serviced with Eagle Ridge TIF money and reflects a payment of $60,000.

SECOND AND THIRD READINGS

Bond Anticipation Note: This ordinance is on for a first reading and will issue $1,325,000 in Bond Anticipation Notes for road improvements for Union Rd/Fairview Dr. This debt will be serviced with Timber Ridge TIF money. This is a buy down of $150,000.

EXECUTIVE SESSION

To discuss personnel matters.

WORK SESSION

A presentation from Judy Brinegar of B63 Line regarding economic development and community branding for Carlisle. Enclosed is the proposal from B63 Line.
Memo

TO: MAYOR AND MEMBERS OF COUNCIL

FROM: SHERRY CALLAHAN, VILLAGE MANAGER

SUBJ: SPLASH PAD – ROSCOE ROOF PARK

DATE: MARCH 8, 2017

I wanted to touch base and let you know what I have ascertained to-date regarding splash pads and possible funding assistance.

First, splash pads are very similar to playground equipment in that you can buy all sizes and configurations. Most systems reclaim the water and put it through a “cleansing cycle” similar to the way public pools work. Chemicals are added to the system and checking of the chemical levels must be done daily—sometimes several times a day. After surveying several neighboring communities, most of the cities use a pool management company to monitor the chemicals and backwash. The frequency of visits is 2x/day every day to 3x/week with City personnel filling in at other times during the open season. One city pays about $6,000/year for this service. The cost of the chemicals for another was $1,500/year.

The life expectancy for the motors is about 5 years. One community spent $10,000 on repairs of water features last year and have budgeted another $13,000 this year. They have had their pad for five years. The other community stated that they spent $13,000 in repairs the first three years of operation of their pad.

Both communities indicated that overcrowding is a problem especially of non-residents and day care facilities. A lot of day care facilities use it and one community had to start scheduling when day care businesses could use the pad. One community indicated that they were planning on staffing and fencing their splash pad; this helps control and maintain them.

There have been few accidents at the pads. There has been only one lawsuit and it was dismissed. The Village’s insurance carrier was asked about additional liability for the Village. They indicated that as long as we do our due diligence there is no added exposure.

Second, again cost of installing splash pads varies depending on the features and size. Of the communities we have spoken with so far, one paid $250,000 ten years ago and the other paid $300,000 five years ago. We are waiting on another community to return our calls because their splash pad is smaller than these two. Funding for park development is primarily through Ohio Dept. of Natural Resources—Nature Works grant. This is a 75/25% reimbursable grant. For Warren County entities the total
amount available in 2017 is $112,171. Of the last 7 years, Lebanon and Warren County Park District has gotten the grant 2 years each. There were three years where no one received this grant. I’m not sure if no one applied those years or if no one’s application was awarded. I have a call into CDBG regarding the probability of them funding something like this….we have no local pool, handicap accessibility is greater with a pad, etc. I’m not sure if this type of development is what they are looking for presently. The max we would probably get with CDBG is $40-50,000. Regardless which type of grant we go with there will be a match component. The higher the local match the more points scored that may lead to being awarded the grant.

The deadline for submitting an ODNR grant is May 1, 2017. I will need to speak to an installer of splash pad to see what a smaller pad will look like and what it would cost. From what we have heard so far from other communities, splash pads are very popular and expensive to run and maintain.

I will update this information as soon as I can.
## Monthly Mayor's Court Report

**CARLISLE MAYOR'S COURT**  
Cash Flow for January 2017

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<th>City Revenue From:</th>
<th>Current Period</th>
<th>Year-To-Date</th>
<th>Last Year-to-Date</th>
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<tr>
<td>Court Costs</td>
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<td>Court Costs</td>
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<td><strong>Total to City:</strong></td>
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<td><strong>$5,290.48</strong></td>
<td><strong>$6,846.50</strong></td>
</tr>
</tbody>
</table>

| State Revenue From:                    |               |              |                   |
| Court Costs                            |               |              |                   |
| Court Costs                            | $974.00       | $974.00      | $1,125.00         |
| **Total to State:**                    | **$974.00**   | **$974.00**  | **$1,125.00**     |

| Other Revenue From:                    |               |              |                   |
| Court Costs                            |               |              |                   |
| Court Costs                            | $30.00        | $30.00       | $30.00            |
| Restitution                            |               |              |                   |
| Restitution                            | $0.00         | $0.00        | $50.00            |
| **Total to Other:**                    | **$30.00**    | **$30.00**   | **$80.00**        |

**TOTAL REVENUE**

- **$6,294.48**
- **$6,294.48**
- **$8,051.50**

*Includes credit card receipts of

- Village of Carlisle (CK# 1797) .................................................. $5290.48
- Elec. Pymt State of Ohio........................................................... $974.00
- Warren County DUI Indigent Fund (CK#1798) ................................ $30.00

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**Respectfully submitted this 16th day of February, 2017**

**MAYOR**

**council**
CARLISLE MAYOR’S COURT  
PH. 937-748-2719  
760 W CENTRAL AVE  
CARLISLE, OH 45005  

PAY TO THE ORDER OF: Municipality of Carlisle  
$5290.48  
FIVE THOUSAND TWO HUNDRED NINETY AND 48/100 DOLLARS  

National Bank  
AND TRUST COMPANY  
www.ntbdirect.com  

FOR:  

DATE: 2-14-17  

_____________________________  
Signature  

1797  

CARLISLE MAYOR’S COURT  
PH. 937-748-2719  
760 W CENTRAL AVE  
CARLISLE, OH 45005  

PAY TO THE ORDER OF: Warren County Auditor  
$30.00  
THIRTY AND 00/100  

National Bank  
AND TRUST COMPANY  
www.ntbdirect.com  

FOR:  

DATE: 2-14-17  

_____________________________  
Signature  

1798
Good morning, Sherry

On behalf of B63 Line, we'd like to submit the attached proposal to the Village of Carlisle for Economic Development support. Our proposal outlines our creative approach and how it relates to a deeper understanding of the marketing initiatives, target audience identifications, marketing channels, metrics and strategies to be implemented for future improvement in your economic development efforts.

Proposal outline includes:

- Company Profile, Capabilities and Qualifications
- Executive Summary and Creative Process Approach
- Our Work
- Key Personnel Bio's
- References
- Rate Schedule
- Appendix A (Digital Process for Websites)

Please let me know if you have any questions or require any additional information from us for your meeting next Tuesday.

We look forward to meeting with you and the council to discuss more details about our proposal.

Thanks,
Judy