Mayor Randy Winkler called the Carlisle, Ohio Municipal Council Regular Meeting of Tuesday, February 14, 2017 to order in Council Chambers at the Carlisle Town Hall building, 760 Central Avenue, Carlisle, Ohio. The meeting was opened at 6:00 p.m. with the Pledge of Allegiance.

Roll Call:

Mr. James Lickliter 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 January 24, 2017 were presented to Council for review. Mr. Fryman made a motion to approve the minutes as presented, seconded by Mr. McIntosh.

Roll Call:

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

Public Forum: Warren County Recorder, Mrs. Linda Oda, distributed a copy of the 2016 Annual Report of the Warren County Recorder's Office to the members of Council as well as to all in attendance. Mrs. Oda provided a brief overview of the report, indicating that Warren County hit a slump in 2014 with recordings down to 2003 and 2004 levels. However, Mrs. Oda indicated that property values were on the way back up with an expected 20% overall increase by 2018 with properties north of SR122 expecting to see even higher percentage increases in values. Mrs. Oda stated that now is a good time for those interested in investment properties as it is anticipated that these will become more expensive in the near future.
Mrs. Oda stated that her office is in charge of maintaining all land records in Warren County since the early 1700s and that maintaining land records is a key component to a successful democracy. Mrs. Oda indicated that the quantity of overall recordings in her office is up – especially the number of deed recordings filed in January 2017 as compared to January 2016. Mrs. Oda explained that the office saw a flattening of recordings when the recession occurred in 2008 and a significant increase in 2013 when many homes were re-financed.

Mrs. Oda stated that her office is in charge of everything involving land records such as deeds, mortgages, power of attorneys, trusts, liens, and affidavits. Mrs. Oda indicated that the office also records all veteran discharge records known as the DD214s. Mrs. Oda stated that, in 2013, her office began doing outreach programs to encourage veterans to record their discharge records with her office. Mrs. Oda stated that the DD214s are needed by veterans in order to access benefits such as funeral expense and family benefits. Mrs. Oda explained that having a copy maintained by her office will allow veterans and their families quicker access to this important record and that there are no fees to either record or obtain a copy of DD214 form with her office. Mrs. Oda stated that another veteran benefit provided by her office is the issuance of an Honor Rewards Card. Mrs. Oda stated that Warren County is the only county in southwestern Ohio to provide this state-issued ID card and that it can be used at various retail locations for possible discounts. Mrs. Oda also stated that as this is a state-issued identification card, card holders may also use it in order to vote. Mrs. Oda stated that her office has started an off-site recording service at local festivals and community events where her office can record veteran ID cards locally as another service to veterans.

Mrs. Oda stated that her office received approximately $2.5 million dollars in 2016 and spent about $700,000 in operating expense. Mrs. Oda stated that half of the recording fee is distributed to the Ohio Housing Trust Authority and that this money is used by the State of Ohio to build affordable homes and apartments for people across the State of Ohio. Mrs. Oda stated that she could not find any evidence that any of the money was used by the Ohio Housing Trust Authority in Warren County in the past three years. Mrs. Oda stated she could be contacted at the Warren County Recorder’s Office if anyone had any questions about their office or services.

Mr. Chet Miles, 621 Meadowview Court, thanked Mrs. Oda for her report and stated that he would inform his neighbors during their next meeting about the services provided by her office – especially the veterans’ services. Mr. Lickliter suggested to Mayor Winkler that he keep the veterans’ outreach program in mind for the next Veteran’s Day celebration. Mayor Winkler stated that he had already made a note to do so. Mr. Miles stated that people have contact him about the Narcan – which was discussed by Council during a work session on January 14th. Mr. Miles stated that the people were generally supportive but had concerns about the handling of repeat users. Mr. Miles suggested that there should be something more done for repeat users such as providing information about available services. Mr. Miles concluded his discussion by wishing Council a Happy Valentine’s Day.

**Council Report:**

Mr. Jewett thanked Mrs. Oda for coming to the meeting and providing interesting information.

Mr. Fryman had nothing this evening.
Mr. Lickliter also thanked Mrs. Oda for speaking to Council. Mr. Lickliter reported that Council conducted a goal-setting retreat on February 11th. Mr. Lickliter stated that the retreat was very productive and recommended that Council may want to think about having them quarterly.

Mr. McIntosh stated that the February 11th retreat was his 3rd or 4th one and that he believed it was the best one productivity-wise thus far. Mr. McIntosh stated that Council was able to narrow things down to a few issues and planted some ground work to cross a few items off of the list. Mr. McIntosh stated that one of items discussed at the retreat involved reviving the Parks and Recreation program, which was a focus of his. Mr. McIntosh stated that the Village has enough members now on Park Board to meet and that Council had identified the possible addition of a splash pad in Roscoe Roof Park as an item of future focus. Mr. McIntosh stated that Franklin Township had indicated interest in the project and may assist as a joint venture. Mr. McIntosh reported that Mayor Winkler discussed the Police Tip Hotline at the retreat and had suggested adding signage and area awareness about this number around town – especially in problem areas. Mr. McIntosh stated that another topic discussed at the retreat was re-examining the pay scale and trying to solidify it for the future.

Mr. McIntosh stated another issue discussed was Economic Development and supporting the upcoming school levy. Mr. McIntosh made a motion for Council to endorse and support the upcoming school bond issue, seconded by Mr. Lickliter.

Roll Call:

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<td>Ms. Tankersley</td>
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<td>Mr. McEldowney</td>
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<td>Mr. McIntosh</td>
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<td>Mr. Lickliter</td>
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<td>Mr. Fryman</td>
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<td>Mr. Jewett</td>
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<td>Mayor Winkler</td>
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Mr. McIntosh stated that he was unaware that the January 24th Council meeting was to be Mrs. Amy Brown’s last, and he did not get a chance to thank her personally for her service. Mr. McIntosh stated that Mrs. Brown did a good job and will be missed.

Mr. McEldowney thanked Mrs. Oda for her Council presentation as well as what her office does for the veterans across the county. Mr. McEldowney thanked Mr. McIntosh for his summary of the retreat and stated that he also looks forward to the year ahead. Mr. McEldowney stated that he was a member of the Economic Development Committee and thanked the Mayor for the discussion at the retreat regarding Economic Development and that he looked forward to future discussions regarding Economic Development with Council. Mr. McEldowney thanked Mrs. Callahan and Mrs. Duffy for the update on the Ohio Checkbook and believes that it will be a great service and opportunity for the citizens of Carlisle.

Ms. Tankersley also thanked Mrs. Oda for coming to the meeting.
Mayor's Report:

Mayor Winkler thanked staff who also attended the retreat and stated that he valued their input to help guide Council through their goal setting sessions. Mayor Winkler stated that he was in the office of the company that he discussed at the retreat regarding Economic Development and that they will be reaching back out to him to set-up a time for them to speak with Council.

Manager's Report:

Mrs. Callahan stated that Kittyhawk Molding had recently added a 10,000 ft² expansion and that it was occupied. Mrs. Callahan stated that they would be adding more staff and equipment and that the Village was very happy to see them up and running. Mrs. Callahan stated that Marflex will be adding a 10,000 ft² addition to their building and that all the plans have gone through staff review. Mrs. Callahan stated that she believes that the company is getting bids to begin construction and expected to see progress in the near future.

Mrs. Callahan stated that a concept plan was presented to Planning Commission at their last meeting from Eagle Mold who will be expanding by building a new facility at the corner of Eagle Court and Industry Drive. Mrs. Callahan stated that a 10,000 ft² building would be initially constructed with plenty of room for future growth.

Mrs. Callahan updated Council regarding Ohio Checkbook and stated that all information had been submitted to the State Treasurer’s office and would be available soon for us to review. Mrs. Callahan hoped that the site could be launched as early as February 28th but was dependent upon the State’s ability to update the data.

Mrs. Callahan stated that she needed a Housing Reinvestment Committee meeting. Mrs. Callahan stated that Mr. McIntosh and Ms. Tankersley were the two Council representatives and requested to meet either before or after the next Council meeting. Mr. McIntosh and Ms. Tankersley stated that they could meet after the next meeting. Mrs. Callahan stated that she would notify Mr. Dan Casson, staff representative, and Mr. Ron Hood, citizen representative. Mrs. Callahan stated that the meeting was required to review the CRAs in town and would be used to prepare her annual report to the State.

Committee Report: none

Old Business: none

New Business:

Mrs. Callahan discussed with Council that the Village will be audited by an independent audit firm as chosen by the State of Ohio. Mrs. Callahan stated that the State awarded the bid to Perry and Associates from Marietta, Ohio at a cost to the Village of $19,500. Mrs. Callahan asked Council for a motion to authorize her to sign the contract with Perry and Associates. Mrs. Duffy added that the current audit will be for fiscal years 2015 and 2016. Mr. Lickliter made a motion to authorize the contract signing by the Village Manager, seconded by Mr. McIntosh.
Roll Call:

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

Mrs. Callahan stated that Council had discussed at the work session on January 24th whether or not the Carlisle Police Department will be administering Narcan. Mrs. Callahan reminded Council that Chief Bruck stated during the work session that the administration of Narcan was not only to help the victim of the overdose but to also protect those, such as children and emergency response personnel, who may have absorbed the drug through skin contact. Mrs. Callahan stated that staff would create a policy regarding the acquisition, training, and administration of Narcan by the Carlisle Police Department if Council made a motion to pursue. Mrs. Callahan stated that many area agencies are already using Narcan and that Chief Bruck was looking into no-cost or low-cost purchasing options from Montgomery County but had not yet heard back from them. Mrs. Callahan stated that she understood that Narcan had a shelf life of about two years and would cost about $75 per dose with the Village looking to purchase a dozen doses to start with. Mrs. Callahan stated that her understating from prior discussions with both the JEMS Chief and the Carlisle Police Chief that the dose is used to bring back the individual’s breathing in order to give JEMS time to arrive and further treat. Mr. Lickliter asked if JEMS was going to conduct the training or if another agency would conduct. Mrs. Callahan stated that she was not certain who would perform the training but that Chief Bruck was looking into this. Mrs. Callahan reminded Council that the Narcan that Carlisle would be administering would be the nasal application and not a needle injection. Mr. Lickliter expressed concerns for the police officers safety if the individual was combative after being revived with Narcan. Mayor Winkler stated that he attended a meeting with the City of Troy Fire Chief who explained that those treated by the nasal spray awoke slower and less combative than those revived by the injections. Mr. McEldowney asked that Chief Bruck keep Council updated as to when the drug was actually used by the department. Mrs. Callahan said that it would be included in his monthly report. Mr. McIntosh stated that he has come full circle on his view of the program and believes it is a good, responsible program for the department. Mr. McIntosh made a motion to instruct the Village Manager to create a policy on the use of Narcan, seconded by Mr. Lickliter.
Roll Call:
Mr. Jewett    yes
Mr. Fryman    yes
Mr. Lickliter  yes
Mr. McIntosh   yes
Mr. McEldowney yes
Ms. Tankersley yes
Mayor Winkler  yes

Mayor Winkler informed Council that Robert Rogers, who previously indicated that he would be stepping down from his appointment to Planning Commission, has changed his mind and would like to be re-instated to Planning Commission. Mr. Lickliter made a motion to re-appoint Mr. Rogers to Planning Commission, seconded by Mr. McIntosh.

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

Mr. Lickliter made a motion to rescind the decision to charge services for the parades and to reimburse parties who had previously paid for a parade but to not forgive yet those who did not pay but still owed. Motion was seconded by Mr. Jewett.

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

Mayor Winkler stated that he wanted to thank Mr. Rogers for deciding to return to Planning Commission. Mayor Winkler also stated that the original decision to charge for the parades was a difficult one for Council but that financial situations at the time required such charges. Mayor Winkler said that the current financial situations have allowed for such charges to be removed.
First Reading of Ordinances and Resolutions:

ORD. 2-17: AN ORDINANCE IMPOSING A MORATORIUM FOR A PERIOD OF ONE HUNDRED AND EIGHTY (180) DAYS ON THE GRANTING OF ANY PERMIT ALLOWING RETAIL DISPENSARIES, CULTIVATORS, OR ANY PROCESSORS OF MEDICAL MARIJUANA WITHIN THE MUNICIPALITY OF CARLISLE, OHIO, AND DECLARING AN EMERGENCY.

Mrs. Callahan explained that as discussed in the work session, the State has not given final rules on medical marijuana cultivation and dispensaries. Mrs. Callahan said in order for the Village to research this new law in depth and consider what is best for the community, a moratorium of 180 days is needed. Mrs. Callahan said that the State has indicated that all rules will be finalized by September 8th and that the 180 days will put us past that date, taking into account the 3 readings/30 days for the Village to pass any legislation.

Mr. Lickliter made a motion to suspend the rules requiring three readings, and have one reading by title only, and declaring an emergency, seconded by Ms. Tankersley.

Roll Call:

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

With no further discussion, Mr. Lickliter made a motion to adopt, seconded by Mr. Fryman.

Roll Call:

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

Ordinance passed on this day will be entered into Ordinance Record Book as Ord. 2-17.
Second and Third Readings of Ordinances and Resolutions: none

Mayor Winkler stated that Council would be moving into Executive Session for two discussion items: Pending or Imminent Court Action – to discuss pending and imminent court action, and Personnel – to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

Mr. McEldowney made a motion to adjourn into Executive Session to discuss Pending or Imminent Court and Personnel at 6:36 p.m., seconded by Mr. Lickliter.

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 Lands and Street Committee after the Regular meeting and that the public was invited to stay.

Council reconvened back into Regular Session at 8:02 p.m.

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

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 8:02 p.m.

Date: 2-28-17

Mayor

Attest: Clerk of Council