
**CITY OF CARLISLE COUNCIL MINUTES
REGULAR MEETING OF COUNCIL
FEBRUARY 27, 2024 – 7:00 P.M.
760 CENTRAL AVENUE, CARLISLE, OHIO**

Mayor Randy Winkler called the Carlisle, Ohio City Council Regular Meeting of Tuesday, February 27, 2024 to order in Council Chambers at the Carlisle City Hall building, 760 Central Avenue, Carlisle, Ohio. The meeting was opened at 7:00 p.m. with the Pledge of Allegiance.

Roll Call:

Mr. William Bicknell	present
Mr. Jason Faulkner	present
Mr. Tim Humphries	present
Mrs. Debbie Kemper	present
Mr. Michael Kilpatrick	present
Mr. Chris Stivers	present
Mayor Randy Winkler	present

Staff members present: City Manager, Chris Lohr
 Finance Director, Kristina Cooper
 Clerk of Council, Elayna Myers

Disclaimer: Please note that due to technical difficulties encountered during the recording of the meeting, portions of the audio were inaudible. As a result, these sections are marked as "[inaudible]" where the content could not be discerned. We apologize for any inconvenience this may cause and recommend contacting the relevant speakers or presenters for clarification on any specific points of interest or concern.

The Work Session minutes of February 13, 2024 were presented to Council for review. Mr. Faulkner made a motion to approve the minutes, seconded by Mrs. Kemper.

Roll Call:

Mr. Jason Faulkner	yes
Mrs. Debbie Kemper	yes
Mr. William Bicknell	yes
Mr. Tim Humphries	yes
Mr. Michael Kilpatrick	yes
Mr. Chris Stivers	yes
Mayor Randy Winkler	yes

The Work Session minutes of February 13, 2024 were approved as presented.

The regular meeting minutes of February 13, 2024 were presented to Council for review. Mr. Bicknell made a motion to approve the minutes, seconded by Mrs. Kemper.

Roll Call:

Mr. Bicknell	yes
Mrs. Kemper	yes

Mr. Faulkner	yes
Mr. Humphries	yes
Mr. Kilpatrick	yes
Mr. Stivers	yes
Mayor Winkler	yes

The regular meeting minutes of February 13, 2024, were approved as presented.

Public Forum:

Warren County Career Center – Cathy McMonigle and Dave Siebert

Mrs. McMonigle said that Superintendent Joel King could not make it this evening, but the two of them have come in his place. Mrs. McMonigle introduced herself as the Warren County Career Center Treasurer along with Dave Siebert who is the Director of Maintenance and Facilities. She thanked the council for allowing them to come speak to them about their bond and tax issue on the ballot this March. She said even though Carlisle is not one of their feeder schools. Carlisle already had an arrangement with Miami Valley before the Warren County Career Center being built, not making it one of the six feeder schools. She said they do serve Carlisle students when they're capable and they have in the past. She said there may be residents who live within the area or might know somebody and there are other ways they serve Warren County, adult education, and workforce development so they wanted to come speak with the council tonight. She said they are asking for a bond and a permanent improvement issue this March. They are in an Ohio Facilities Commission Opportunity to build a new building. Part of the reason that this is important to them is [inaudible] the County back then has quadrupled since the building was originally built. [Inaudible]. Last year the applications for programs were about 800 applications [inaudible]. Sometimes they cannot provide an opportunity for them to get in. They want to increase their student capacity. [Inaudible].

Mr. Faulkner asked what percentage the state is paying. Mrs. McMonigle said about a quarter percentage. Mr. Faulkner confirmed they were going to raise the rest of it for less than a mil. Mrs. McMonigle said yes. Mr. Faulker said that is an easy one to vote for and thanked them for telling the council about it. Mrs. Kemper thanked them as well and said the main thing is to get the word out to all the voters because they need to know how important this is. Mrs. Kemper wanted to make sure that any Carlisle student could put their application in, as well. Mrs. McMonigle said absolutely. She said there is a lottery and priority given to their home school students. It goes off the date of when you get your application in and whether you belong to one of the home schools or outside the area. She said there is still an opportunity to attend if their program is not full. Superintendent King, this is only his second year, he has started [inaudible]. Mr. Kilpatrick thanked them both for joining us.

With no more guests in the audience, Mayor Winkler closed the public forum and moved on to Council Reports.

Council Reports:

Mr. Humphries:

1. [Inaudible].

2. He thanked Mrs. McMonigle and Mr. Siebert for coming out.

Mr. Stivers:

1. [Inaudible]
2. LifeWise Academy is trying to get their foot in the door [inaudible]. LifeWise Academy is a program that brings bible education to students. There is a start up fee they are trying to [inaudible] money for. [Inaudible] for our area. If you are interested in pursuing that opportunity for yourself or your kids, [inaudible] is a link for what they are trying to do.
3. Easter in the Village will be March 30, 11am-1pm in the Carlisle High School parking lot.

Mr. Kilpatrick:

1. Nothing to report.

Mr. Bicknell:

2. They had their JEMS meeting last week and there were a couple of things that pushed back [inaudible] the second week of April. [Inaudible].
3. He thanked Mrs. McMonigle and Mr. Siebert for coming out. He said when he was growing up, there was a misconception of [inaudible] or going to a four-year college. It did not look great to go to a career center [inaudible].

Mrs. Kemper:

1. She thanked Mrs. McMonigle and Mr. Siebert for taking the time to come out and said it is very important we get all of this explained and passed for their students so they can be willing to accept everyone into the career center. She said they are doing an awesome job, and everyone has been working very hard on this.
2. Mrs. Kemper wanted to remind everyone that early voting has started. She said you can go online to Montgomery County and Warren County's sites and check out the times for early voting.
3. Mrs. Kemper said she had the pleasure of going to the Chamber45005 luncheon yesterday with Chris Lohr and Tim Humphries. She said they were able to introduce Mr. Lohr to some of the other members and it is nice to work with the [inaudible] Franklin Township and [inaudible]. It was a nice lunch. Josh [inaudible] was the guest speaker and gave lots of information about investing and putting away for retirement.
4. The Chamber has set the ribbon cutting for Urgent Care. It will be March 8 at 2pm. Council and staff [inaudible] and anyone who wants to come, please come join them.
5. Last week she was so proud to see Carlisle was in the Dayton Business Journal saying, "City Booming with High Rise of Development". She said it has Alaina Geres' picture and says [inaudible] in the Dayton and Cincinnati area. Kudos for that. [Inaudible]. She thought this was excellent. He wants to thank Mrs. Geres and Mr. Lohr because he hired the new staff, and we are booming. The work we are doing in this community is amazing.
6. The musical 'Footloose' is going to be shown on March 8, 9 and 10 at 7pm and March 9 and 10 at 2pm.

Mr. Faulkner:

1. Nothing to report.

With that, Mayor Winkler closed the Council Report and moved on to the Mayor's Report.

Mayor's Report:

1. He wanted to thank Mrs. McMonigle and Mr. Siebert for coming to see them [inaudible].
2. [Inaudible].

Mayor Winkler closed the Mayor's Report and moved on to the City Manager's Report.

Manager's Report:

1. The trash collection RFB is out for bid. This is for a two-year contract with the option for a two-year renewal. The bid opening is March 8 at 10am. We are hoping to get some good renewal rates for trash pickup.
2. As a reminder, the fire department has finished up their application for grant funds for BWC for extrication tools. We currently do not have funds in the budget for that right now, and if we do get funds, we will need to come back for a supplemental request and then we can purchase that with the grant funds.
3. He has been working with Dana McDaniels on finalizing the strategic plan and he has it in a good final form. He will wrap that up and get it out to council and have a follow-up discussion with everyone about it at the March 12 Work Session. If the council is comfortable with what we have there, we can adopt that with a motion and set it in stone, so we have a plan to move forward.

With that the Mayor closed the City Manager's Report.

Committee Report:

None

Old Business:

None

New Business:

None

Mayor Winkler closed the Community Reports and moved on to First Readings of Ordinances and Resolutions.

First Reading of Ordinances and Resolutions:

RES NO 8-24 APPROVING A THEN-AND-NOW CERTIFICATE

Mr. Lohr asked Mrs. Cooper to discuss this ordinance, along with Resolution 9-24.

Mrs. Cooper said both were brought for approval because the invoice was received prior to encumbrance and is greater than \$5,000. Mr. Lohr said for these, they are not sure why, but we did not receive invoices from Warren County Water and Sewer for almost two full years. We just got those for 2023 and 2022 and we were not anticipating that and that's why they are here tonight. Mr. Faulkner asked what we use them for. Mr. Lohr said we use them for some sewer services and that is primarily it. Mr. Faulkner asked if we were at the end of then and now certificates. Mr. Lohr said it is not something we like to do, but in this case, we did not expect it. Even looking back at the budget for figuring out what we needed to appropriate, we had not paid that going back to 2022. Mr. Kilpatrick said it looks like a slip up on their end. Mayor Winkler said he thinks Warren County does most of the work on the lift stations. Mr. Lohr agreed. Mr. Faulkner asked if we had talked to them about getting invoices in a timely fashion. Mr. Lohr said we have not, but certainly will. Mr. Humphries said he appreciated the opportunity not to have it as an emergency.

A RESOLUTION APPROVING A THEN-AND-NOW CERTIFICATE IN THE AMOUNT OF \$7,147.55 TO WARREN COUNTY WATER AND SEWER DEPARTMENT FOR THE 2022 SHARED FACILITIES MAINTENANCE AND OPERATIONS AGREEMENT.

This will be on for a second reading at the next meeting, March 12, 2024.

RES NO 9-24 APPROVING A THEN-AND-NOW CERTIFICATE

A RESOLUTION APPROVING A THEN-AND-NOW CERTIFICATE IN THE AMOUNT OF \$17,154.12 TO WARREN COUNTY WATER AND SEWER DEPARTMENT FOR THE 2023 SHARED FACILITIES MAINTENANCE AND OPERATIONS AGREEMENT.

Mr. Stivers said on the agenda introduction sheets for both 8-24 and 9-24 they are recommended as an emergency. Mr. Lohr said that was his mistake, but what we are doing here with a first reading is correct.

This will be on for a second reading at the next meeting, March 12, 2024.

ORD 6-24 AMENDING CITY CODE 236.09

Mr. Lohr asked Mrs. Cooper to discuss this ordinance.

Mrs. Cooper said this is requesting an update to the code to allow for the capital asset. It is currently at \$5,000 and in two years she would like to increase that to \$10,000, as we start implementing the fixed asset software. Mr. Faulkner asked if she wants to expense everything below \$10,000 and to capitalize anything over \$10,000. Mrs. Cooper said \$10,000 or more. Mr. Faulkner asked why she wants to raise it and if she wants less capital items in her software. Mrs. Cooper said it is the recommended levels from the GFOA, the Government Finance Officers Association. Mr. Faulkner said if he understands it, she has new software, but now less things to track because less things will be over \$10,000. Mrs. Cooper said correct.

AN ORDINANCE AMENDING SECTION 236.09 CAPITAL OUTLAY OF THE CITY OF CARLISLE CODIFIED ORDINANCES.

This will be on for a second reading at the next meeting, March 12, 2024.

ORD NO 7-24: ADOPTING THE PAY PLAN FOR THE CITY OF CARLISLE

Mr. Lohr said this is a follow-up to their discussion from the last work session about adding a full-time administrative clerk to help with permitting, tax payments and utility payments. Mr. Faulkner said Mr. Lohr said \$60-70,000, but how much of that is healthcare because all the rates were in the legislation, but he never said what that position is going to pay. Mr. Lohr said it is our lowest pay scale. He can pay anywhere in the pay scale, but he anticipates being on the bottom end, in the \$18-21 an hour range. He anticipates an additional 50% for benefits, which is a spitball number. It really depends on whether they need family or single coverage, which is the biggest difference in pay. Mr. Faulkner said experience does come into play too. Mr. Lohr said yes. Mr. Lohr said when we are talking about permitting, the largest volume is in the middle of the summer months so he is requesting this is a single reading so he can get this person hired and trained, and hopefully up to speed, by the time we hit that peak volume for applications.

Mayor Winkler asked for a motion to suspend the rule requiring three readings, have one reading by title only. Mrs. Kemper made a motion, followed by Mr. Faulkner.

Roll Call:

Mrs. Kemper	yes
Mr. Faulkner	yes
Mr. Bicknell	yes
Mr. Humphries	yes
Mrs. Kilpatrick	yes
Mr. Stivers	yes
Mayor Winkler	yes

The motion for single reading has been approved.

AN ORDINANCE TO ADOPT THE PAY PLAN FOR THE CITY OF CARLISLE AND AUTHORIZE THE PLACEMENT OF EMPLOYEES.

With no further discussion, Mayor Winkler asked for a motion to adopt. Mr. Bicknell made a motion, followed by Mrs. Kemper.

Roll Call:

Mr. Bicknell	yes
Mrs. Kemper	yes
Mr. Faulkner	yes
Mr. Humphries	yes
Mr. Kilpatrick	yes
Mr. Stivers	yes
Mayor Winkler	yes

Ordinance 7-24 has been adopted.

Second and Third Readings of Ordinances and Resolutions:

RES NO 4-24: APPOINTING THE COUNCIL PUBLIC RECORDS DESIGNEE

A RESOLUTION APPOINTING THE PUBLIC RECORDS DESIGNEE OF THE CITY OF CARLISLE, OHIO UNDER OHIO REVISED CODE SECTIONS 149.43 AND 109.43 AND RATIFYING PRIOR ACTION OF COUNCIL.

This will be on for a third and final reading at the next meeting, March 12, 2024.

ORD. 2-24 AMENDING THE PERSONNEL POLICIES AND REGULATIONS

AN ORDINANCE AMENDING CHAPTER 9 OF THE PERSONNEL RULES AND REGULATIONS MANUAL.

With no further discussion, Mayor Winkler asked for a motion to adopt. Mr. Kilpatrick made a motion, followed by Mr. Faulkner.

Roll Call:

Mr. Kilpatrick	yes
Mr. Faulkner	yes
Mr. Bicknell	yes
Mr. Humphries	yes
Mrs. Kemper	yes
Mr. Stivers	yes
Mayor Winkler	yes

Ordinance 2-24 has been adopted.

ORD 4-24 AUTHORIZING FUND TRANSFERS AS INCLUDED IN THE 2024 BUDGET

AN ORDINANCE TO AUTHORIZE FUND TRANSFERS AS INCLUDED IN THE 2024 BUDGET.

With no further discussion, Mayor Winkler asked for a motion to adopt. Mr. Kilpatrick made a motion, followed by Mr. Bicknell.

Roll Call:

Mr. Kilpatrick	yes
Mr. Bicknell	yes
Mr. Faulkner	yes
Mr. Humphries	yes
Mrs. Kemper	yes
Mr. Stivers	yes
Mayor Winkler	yes

Ordinance 4-24 has been adopted.

ORD 5-24 AMENDING CHAPTER 1043 OF THE CITY OF CARLISLE CODIFIED ORDINANCES

AN ORDINANCE AMENDING CHAPTER 1043 OF THE CITY OF CARLISLE CODIFIED ORDINANCES

Mr. Faulkner said there is language in there about pre-assessment and so forth and asked if we have customers that is applicable to. Mr. Lohr said he does not believe that it is applicable. Mr. Kilpatrick said Refresco may be the only one because of the volume. He said the volume there is incredible and that 50% of the water that goes through there goes back out into the waste drain.

With no further discussion, Mayor Winkler asked for a motion to adopt. Mr. Kilpatrick made a motion, followed by Mr. Faulkner.

Roll Call:

Mr. Kilpatrick	yes
Mr. Faulkner	yes
Mr. Bicknell	yes
Mr. Humphries	yes
Mrs. Kemper	yes
Mr. Stivers	yes
Mayor Winkler	yes

Ordinance 5-24 has been adopted.

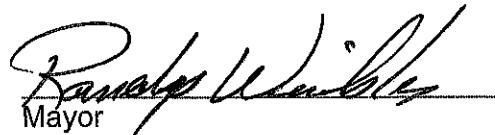
Mayor Winkler stated that is all they have on the agenda this evening and asked for a motion to adjourn. Mr. Kilpatrick made a motion to adjourn, seconded by Mrs. Kemper.

Roll Call:

Mr. Kilpatrick	yes
Mrs. Kemper	yes
Mr. Bicknell	yes
Mr. Faulkner	no
Mr. Humphries	yes
Mr. Stivers	yes
Mayor Winkler	yes

Meeting adjourned at 7:41 p.m.

Date: 3-12-24


Mayor

Attest: 
Clerk of Council