
MUNICIPALITY OF CARLISLE COUNCIL MINUTES
REGULAR MEETING OF COUNCIL
JANUARY 14, 2020 – 7:00 P.M.
760 CENTRAL AVENUE, CARLISLE, OHIO

Mayor Randy Winkler called the Carlisle, Ohio Municipal Council Regular Meeting of Tuesday, January 14, 2020 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:

Mrs. Debbie Kemper	present
Mr. Randal Jewett	present
Mr. William Bicknell	present
Mr. Brad McIntosh	present
Mr. Chris Stivers	absent
Mr. Tim Humphries	present
Mayor Randy Winkler	present

Staff members present: Village Manager Julie Duffy
Clerk of Council Jennifer Harover

Mayor Winkler acknowledged that Mr. Stivers is out of town and has requested that Council excuse him from tonight's meeting. Mr. Stivers apologizes for not making this meeting. Mr. McIntosh made a motion to excuse Mr. Stivers; seconded by Mr. Bicknell.

Roll Call:

Mr. Jewett	yes
Mr. McIntosh	yes
Mrs. Kemper	yes
Mr. Bicknell	yes
Mr. Humphries	yes
Mayor Winkler	yes

Mr. Stivers has been excused from tonight's meeting.

The minutes of December 10, 2019 were presented to Council for review. Mr. Jewett made a motion to approve the minutes as presented, seconded by Mr. McIntosh.

Roll Call:

Mr. McIntosh	yes
Mr. Jewett	yes
Mrs. Kemper	yes
Mr. Humphries	yes
Mr. Bicknell	abstain
Mayor Winkler	abstain

Minutes of the regular meeting of December 10, 2019 have been approved.

The minutes of December 10, 2019 (which was rescheduled from December 24, 2019) were presented to Council for review. Mr. McIntosh made a motion to approve the minutes as presented, seconded by Mr. Jewett.

Roll Call:

Mr. Humphries	yes
Mr. Bicknell	abstain
Mrs. Kemper	yes
Mr. Jewett	yes
Mr. McIntosh	yes
Mayor Winkler	abstain

Minutes of December 10, 2019 (rescheduled from December 24, 2019) have been approved.

Public Forum:

No one approached Council.

Council Report:

Mr. Humphries had the opportunity to attend the reorganizational meeting of the Carlisle Local School District and was able to watch Mrs. Miller and Mrs. Milligan be sworn in. He would like to continue with Mrs. Duffy and Mr. Hook on scheduling a time to get the School Board and Council together. He has had community members reach out to him about Union Road from State Route 123 to Fairview being 25 mph. He knows that earlier in time the speed on Chamberlain Road before the bridge was changed from 25 mph to 35 mph. Citizens are asking that Council look at changing Union Road to 35 mph in this section from State Route 123 to Fairview. For this coming year, he would like to evaluate two of the Village's services, Fire service and Court service. He would like to address these two services in any after Council work sessions when possible.

Mr. McIntosh welcomed Mrs. Kemper and Mr. Stivers to Council. He is jealous of where Mr. Stivers is this evening but he looks forward to having him here and working with both of them. He would like for Council to think about bringing back their retreat and when they may want to do that. In the past, it has been on Saturday mornings but he is open to other days/times. He looks forward to getting this retreat started again as he has a few things he would like to discuss. He would like to communicate this with each member through email at their convenience.

Mr. Bicknell welcomed Mrs. Kemper to Council as well as Mr. Stivers. He would also like to talk about our Fire service in the near future.

Mr. Jewett also welcomed Mrs. Kemper and Mr. Stivers. He gave his condolences to the family of Mary Ann Thompson on her passing. He agrees that there are some issues that each member has as well as himself for Retreat Agenda items. He could meet on a Saturday or a weeknight, whatever works best for everyone.

Mrs. Kemper thanked all of the citizens of Carlisle as well as Council for the opportunity given to her to be a member of Council. She is very excited to work for the community and with the Mayor and Council.

Mayor's Report:

Mayor Winkler welcomed Mrs. Kemper and Mr. Stivers to Council and he looks forward to working with each of them. There is a lot on their plate for 2020 to discuss and he is anxious to get started. He extended birthday wishes to Ethel Sheets. She turned 100 years old on January 3, 2020. Her family threw her a party in December and asked him to attend with a proclamation for her. She is still very spry and moving around quite well considering she is 100 years old. He congratulated Mrs. Sheets on her very special birthday. He also extended his heartfelt condolences to the family of Mary Ann Thompson. Mary Ann served on the Village Council for 16 years. She was the Executive Director for the Warren County Municipal League for several years and was very passionate about her duties there. She was laid to rest yesterday and it was a very sad day as he was very close to Mrs. Thompson. He wishes her family all of the best.

Mayor Winkler invited Police Chief Michael Bruck to the podium. Chief Bruck has been with the Village for approximately ten years and he will be retiring on January 19th. He wishes him well and knows that the Village will miss him. He started with us as an interim while the Village was looking for a chief and then decided to stay. Chief Bruck spoke briefly about his service with the community and thanked many members of staff and citizens for making his job a successful one. He has had a good team in his ten years here and appreciates everyone allowing him to "adopt" Carlisle as his second home. He will continue to follow the Indians and is proud of his department. He thanked his wife and family because without their support, he could not have been successful. He thanked his current police officers and feels they are the best group he has had in Carlisle. He is looking forward to his retirement, spending time with family and putting in plenty of time at the Hobby Shop!

Mayor Winkler appreciates the professionalism that Chief Bruck brought to the department. He thanked him for the hires he has made and feels that he has taken the department to another level. He knows the citizens of the community also appreciate his work here. Mayor Winkler presented Chief Bruck with a proclamation stating January 14, 2020 as "Mike Bruck Day" within the Village of Carlisle. Darlene Hicks, representing State Representative Scott Lipps, presented Chief Bruck with a proclamation on behalf of the members of the House of Representatives, 133rd General Assembly. Mrs. Hicks also presented Chief with a United States flag that has been flown over the Statehouse.

Manager's Report:

Mrs. Duffy reminded citizens about the upcoming additional area code. The current 937 area code will be adding a new area code. Beginning February 8, 2020, if you want to dial a phone within the 937 area code or the new 326 area code, you will have to dial the area code as well as the seven-digit number. Now is a good time to get into the habit of adding the area code to all telephone numbers. Take this time to review numbers on speed dial to be sure that the area code is part of the stored number. If your children have personal telephones, be sure that their numbers are also updated. The Carlisle Junior High is going to have their first musical at the end of this month. They are very excited and a bit nervous. They will be performing "High School Musical Jr." and it should be a fun time for everyone. Tickets are on sale now. Show times are Saturday, January 25th at 7:00pm and Sunday,

January 26th at 2:00pm. More information can be found at www.carlisletheaterarts.org. This year of 2020 is another Census year. Citizens will be seeing more information coming out about the Census. It is critical for this community. Everything comes down to the numbers from local government to our schools to our representation in Washington D.C. It is important for everyone to be counted because there are billions of dollars that are allocated by the government and they use the Census information to try and determine the best source to get those numbers. April 1, 2020 will be the Census count day. Information can be found at www.2020census.gov as to why it is important, about the confidentiality of the information collected and what the process is determining the information. There will be information coming to you in the mail.

Mrs. Duffy gave a synopsis of all the Chief Bruck has brought to the community in the past ten years. She thanked him for his service, his devotion, his help and support, as well as his friendship. She thanked him and his family for his years of service and wished him the best.

Committee Report:

Gene Cramer has submitted a letter of resignation from the Zoning Board of Appeals. Mr. Bicknell made a motion to accept his resignation; seconded by Mr. McIntosh.

Roll Call:

Mr. Bicknell	yes
Mr. McIntosh	yes
Mr. Jewett	yes
Mr. Humphries	yes
Mrs. Kemper	yes
Mayor Winkler	yes

Mr. Cramer's resignation from Zoning Board of Appeals has been accepted.

Mrs. Duffy gave a sincere thank you to Mr. Cramer. She has the opportunity to work with him over the past couple of years as Manager and Zoning Administrator. It has been a pleasure to work with him. It is a true devotion of time that he gave to this community and he did it with great due diligence. He will be truly missed.

The number of active members on our Board of Zoning Appeals is at its minimum in order to meet and hold a quorum. We currently have four members and we are grateful for their service. For scheduling purposes, if one of those four members could not attend, there could be no meeting. There are three open spots and she encourages citizens to apply for them. This Board meets as needed. Typically, they meet once a month to review applications.

Mayor Winkler also thanked Mr. Cramer for his service. He thanked all member of the community that volunteer their time on the various Boards. These are very important boards and Council certainly appreciates their time.

Old Business:

None

New Business:

Mr. McIntosh wanted to take a minute prior to the reorganization and thank Chief Bruck. This is his seventh year serving on Council with Chief Bruck heading the Police Department. The force within the Village has not always been one to be proud of in the past but it has been since Chief Bruck began. Chief has done an amazing job with what the Village has and has made the most of the resources offered to him. He thanked Chief for doing a job that he did not have to do. He wished him well in his retirement.

Reorganization of Council Committees and Citizen's Boards and Commissions.

Discussions will be made for each Council appointment and then all appointments will be made by one motion/approval at the end.

Council Committees:

Economic Development: Mr. Humphries as Chairman, Mayor Winkler and Mr. Stivers as members.

Finance & Legal: Mr. McIntosh as Chairman, Mr. Bicknell and Mayor Winkler as members.

Lands & Streets: Mr. Jewett as Chairman, Mrs. Kemper and Mr. Stivers as members.

Public Safety: Mr. Bicknell as Chairman, Mr. Humphries and Mayor Winkler as members.

Utilities Commission: Mayor Winkler as Chairman, Mr. Jewett and Mr. Stivers as members.

Commissions and Boards:

Area Progress Council - representative is Mr. Humphries and alternate is Mrs. Kemper

Fireman's Dependency Fund Board – appointments are Mr. Bicknell and Mr. Jewett; staff members are Chief Joel Holbrook and Roger Hurley. Mr. Douglas Lanier is the Resident Member and the Citizen Member is currently vacant.

Housing Reinvestment Board – appointments are Mr. Bicknell and Mr. McIntosh, Mayor's appointments are Mrs. Duffy and Mr. Casson - There are two Citizen vacancies on this board as well as a Planning Commission Member vacancy.

JEMS Board – member is William Bicknell.

Miami Valley Regional Planning Commission – elected official appointment is Mr. Bicknell and Mrs. Duffy (Village Manager) is the administrative alternate. This commission meets the first Thursday of each month at 9:00AM.

Miami Valley Regional Planning Commission Tech Advisory – employee is Mr. Casson and the alternate is Mrs. Duffy.

National League of Cities – Mr. Humphries is delegate and Mr. Jewett is the alternate.

Ohio Records Commission – Mr. Dan Casson is Chair; Jennifer Harover, Ryan Rushing and David Chicarelli are members. There is a resident vacancy on this Commission.

Parks and Recreation Committee – Mr. Chad Cunningham is a member; Mrs. Claudia Tufts would like to continue on this committee and there are three citizen vacancies on this committee.

Personnel Board – Mr. Dennis Patterson would like to continue with this Board. There are two citizen vacancies on this Board.

Planning Commission – Council appointments are Mr. Bicknell and Mr. Stivers. Mr. Robert Hurt is the current Chair and members are Mr. Martin Neal and Mr. Doug Adams. There are two vacancies on this Commission.

Property Maintenance Review Board – Mr. Dennis Patterson would like to continue on this Board and there are four citizen vacancies.

Recreation & Events Committee – appointments are Mr. Stivers, Mr. Humphries and Mrs. Kemper. There are two citizen vacancies on this Committee.

Tax Incentive Review Enterprise Zone – appointments are Mr. McIntosh and Mrs. Duffy.

Tax Review Board – Mr. William Boyle and Mr. Jerry Ellender would like to continue to serve on this Board. There is one citizen vacancy on this Board.

Volunteer Police Dependents Board – appointments are Mr. Bicknell and Mrs. Kemper. New Police Chief William Rogers and Jeff Piper are Police members. Mr. Douglas Lanier would like to remain on this Board as a citizen.

Warren County Health District Advisory Council – Elected Official is Mrs. Kemper and the Alternate is Mr. Bicknell

Warren County Municipal League – appointment is Mayor Winkler and alternate is Mr. Humphries.

Warren County Regional Planning Commission – Quarterly appointment is Mr. Casson and the alternate is Mrs. Duffy. (Executive) Monthly appointment is Mrs. Duffy and the alternate is Mr. Casson.

Wastewater Board – appointment is Mark Riley

Zoning Board of Appeals – Mr. Greg Minge and Mr. Chet Miles are serving terms until 12/31/2020. Mr. James Jewett and Ms. Claudia Tufts would like to continue to serve. There are three vacancies on this Board.

Mr. Humphries would like to “re-start” the Veterans Memorial Committee so that it falls under Council. He believes it could use a new foundation that could give it structure. Mayor Winkler agreed that the Committee could use some assistance. Mrs. Duffy asked if anyone was familiar with how the Committee was formed. Mayor Winkler stated it was a citizens’ committee and there should be Council record in old minutes. He would like to put this on Council’s discussion list for this year.

Mr. Humphries made a motion to nominate Mr. Brad McIntosh as Deputy Mayor; seconded by Mr. Jewett.

Roll Call:

Mr. Bicknell	yes
Mr. McIntosh	abstain
Mr. Jewett	yes
Mr. Humphries	yes
Mrs. Kemper	yes
Mayor Winkler	yes

Mr. McIntosh has been appointed as Deputy Mayor.

Mr. Jewett made a motion to accept all of the aforementioned appointments to Council Committees, Commissions and Boards; seconded by Mr. Bicknell.

Roll Call:

Mrs. Kemper	yes
Mr. Jewett	yes
Mr. Humphries	yes
Mr. Bicknell	yes
Mr. McIntosh	yes
Mayor Winkler	yes

Reorganization of the Council Committees has been adopted.

First Reading of Ordinances and Resolutions:

RES 1-20 A RESOLUTION APPROVING VARIANCES TO SECTIONS 1262.05 LOT AREA AND WIDTH REQUIREMENTS AND 1262.07 SETBACK REQUIREMENTS OF THE ZONING CODE FOR PHASE 2 OF THE INDIAN TRACE SUBDIVISION – (1st Reading)

Mrs. Duffy explained the resolution. The Indian Trace Subdivision, Phase One, is just north of the school property on Jamaica Road. It was recorded and platted through the proper approval process back in 2007. The lots, at that time, were compliant with the Code. The property is an R-3 and remains that category today. The minimum lot size requirements and setbacks changed with the 2013 Zoning re-write. As of 2013, any single-family home development in an R-3 category has to comply with R-2 standards; bigger lots and bigger setbacks. Mr. Gross, the property owner and developer, is in the audience tonight as well as his engineer. They came before Planning Commission with a new preliminary plan for Phase Two. In discussions with Planning Commission, they presented plans to have Phase Two match the same conformity as the lots in Phase One. Staff reviewed the plans and made comments, Planning Commission reviewed the plans and staff comments at two separate meetings in December. Part of the preliminary plan to match Phase One does require some waivers of the setbacks and lot width requirements as it exists in the Code today. Planning Commission reviewed it but they do not have the authority to officially waive the particular requirements. They serve as a recommendation body to Council and Council can ultimate grant the waiver requests. For this particular section, there are three waivers that are found under two different parts of the Code. Currently, the R-2 lot size is a minimum of 16,000 sf, the previous R-3 lot size was a minimum of

12,000 sf. They have asked to develop it based on the standards of 12,000 sf. The front and rear setbacks have also changed since 2013. Previously, the front setback was 35 ft and now, the R-2 category is 40 ft. They are asking for the 35 ft front setback. The rear setback was 30 ft prior to 2013 and now it is 35 ft. They are asking for the 30 ft rear setback. So the three waivers they have asked Planning Commission for are 12,000 sf minimum lot size, 35 ft front setback and 30 ft rear setback. This is one piece of legislation as each of these need to be reviewed as a group. Planning Commission did review this and all six members present at the meeting did vote to recommend that Council allow the waivers. If Council does approve at the third reading then this Resolution will be kept with the preliminary plat as the official documentation of the process. The hardship letter was emailed to each Council member earlier today. The Developer and Engineer are in the audience for any possible questions. All staff comments (Village Manager, Service Director and Village Engineer) have been addressed and they have met all of the caveats of the Code. Both staff and Planning Commission were comfortable with the changes. Planning Commission did approve the preliminary plan of Phase Two with the condition subject to this legislation getting passed by Council. If Council chooses to deny this legislation, then the Developer would need to go back to Planning Commission to figure out a new preliminary plan that would fit.

This legislation will be on for a second reading on January 28, 2020.

RES 2-20 A RESOLUTION APPROVING VARIANCE TO SECTION 1228.03 STREETS OF THE ZONING CODE FOR PHASE 2 OF THE INDIAN TRACE SUBDIVISION - (1st Reading)

Mrs. Duffy explained this legislation. This is the second piece of legislation related to waivers of Phase 2 for Indian Trace Subdivision. There is a provision under Section 1228.03(h) that when two streets face an undeveloped street (stub street) for a build out or continuation of a subdivision, the Code does require a temporary turn-around to be installed. The Planning Commission looked at this particular request and there is some unique topography with Dry Run to put in a temporary turn-around. They would have to construct an engineered bridge for that to comply with the Code. After review, Planning Commission made the suggestion back to the Developer that, if Council would grant the waiver, would they install a guardrail at the end of the stub street similar to what is currently in place on Tiffany. The guardrail would stop unwanted access to the undeveloped property. Staff reviewed it and concerns were looked at from a staff's perspective to possible snowplows. Our Service Director commented that he had no concerns if Council would grant the waiver. Planning Commission unanimously recommended that Council consider adopting this waiver.

This piece of legislation will be on for a second reading on January 28, 2020.

Second and Third Readings of Ordinances and Resolutions:

ORD. 29-19 AN ORDINANCE ACCEPTING THE DEDICATION OF STREETS IN THE EAGLE RIDGE SUBDIVISION, SECTION SEVEN – (2nd Reading)

This legislation will be on for a third and final reading on January 28, 2020.

ORD. 28-19 AN ORDINANCE TO LEVY A MUNICIPAL MOTOR VEHICLE LICENSE FEE PURSUANT TO SECTION 4504.173 OF THE OHIO REVISED CODE – (3rd Reading)

Mr. Humphries made a comment that he is not in the favor of asking for more money from our citizens but the dilemma is that the State continues to take more money from the Village. This is something that will work for us on a local level. He doesn't like to pass things like this but it is a necessity base on what is coming.

Mayor Winkler commented that any tax money that comes in from this levy is all going to our local road fund. It will be used to pave our roads and to keep them safe. Mr. Jewett asked if Council did not pass this levy at this time, would we be able in the future to come back to it. Mrs. Duffy explained that they could but to keep in mind that passing of this does not go into effect until 2021. If Council chose not to adopt this and wanted to come back, based on the time of adoption will determine how far in the future it would come available. The anticipated revenue for this is \$30,000 that goes to our Road Fund. One of the reasons that staff is recommending this is that we will inherit State Route 123 when we become City status again. Staff is looking ahead and trying to plan for a known increase of expense while finding alternate ways to help offset that expense. Mr. Jewett is in agreement with Mr. Humphries. He hates taking money from the citizens and we have already had the State of Ohio implement a gas tax which did increase the money that we get for our roads. He is very hesitant on this issue. Mrs. Duffy understands the concerns. The additional revenues will impact this year's budget. Our anticipated use of those funds, looking at our road projects, we may be able to pave a portion of Fairview Drive, a small portion of Industry Drive and possibly some neighborhood patch work. It does definitely help but, quite frankly, it does not help enough. For a large paving project such as Dayton-Oxford, the estimated cost including the nuances of the grant, with engineering and construction was approximately \$100/square foot. Roads are expensive and staff is trying to think of small ways to help offset of coming back to the citizens. Mayor Winkler noted that this amounts to an additional \$5 when you renew your motor vehicle license.

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

Roll Call:

- Mr. Humphries yes
- Mrs. Kemper yes
- Mr. Bicknell yes
- Mr. Jewett no
- Mr. McIntosh yes (because of inheriting the most important road in our Village)
- Mayor Winkler yes

Ordinance passed on this day will be entered into Ordinance Record Book as Ord. 28-19.

Mayor Winkler announced that this concludes Councils regular meeting agenda items for this evening. Council will be having an Executive Session this evening to discuss an appointment to Planning Commission. There will also be one interview for this Commission. There will be possible action to follow.

With no further business, Mr. McIntosh made a motion to enter into Executive Session, seconded by Mr. Bicknell.

Roll Call:

Mr. McIntosh	yes
Mr. Jewett	yes
Mr. Humphries	yes
Mr. Bicknell	yes
Mrs. Kemper	yes
Mayor Winkler	yes

Council entered into Executive Session at 8:10 p.m.

Mr. McIntosh made a motion to enter back into regular session; seconded by Mr. Bicknell.

Roll Call:

Mrs. Kemper	yes
Mr. Humphries	yes
Mr. Bicknell	yes
Mr. Jewett	yes
Mr. McIntosh	yes
Mayor Winkler	yes

Council re-entered regular session at 8:42 p.m.

Mr. McIntosh made a motion to appoint Mr. Nic Lamb to Planning Commission for the term ending 12/31/2020; seconded by Mr. Bicknell.

Roll Call:

Mr. McIntosh	yes
Mr. Jewett	yes
Mr. Bicknell	yes
Mr. Humphries	yes
Mrs. Kemper	yes
Mayor Winkler	yes

Mr. Nic Lamb has been appointed to serve on the Planning Commission.

Mr. Bicknell made a motion to appoint Mr. Woody Bowling to Planning Commission for the term ending 12/31/2020; seconded by Mr. Jewett.

Roll Call:

Mr. Bicknell	yes
Mr. McIntosh	yes
Mr. Jewett	yes
Mr. Humphries	yes
Mrs. Kemper	yes
Mayor Winkler	yes

Mr. Woody Bowling has been appointed to serve on the Planning Commission.

Mr. Bicknell thanked Mr. Jason Faulkner for attending tonight’s meeting and for interviewing with Council. Even though he was not appointed to Planning Commission, Mr. Bicknell asked Mr. Faulkner if he had interests in other Boards such as the Zoning Board of Appeals. Mr. Faulkner acknowledged that he would help in any way he could.

Mr. Bicknell made a motion to appoint Mr. Jason Faulkner to the Zoning Board of Appeals for the term ending 12/31/2020; seconded by Mr. Humphries.

Roll Call:

Mr. Jewett	yes
Mr. McIntosh	yes
Mrs. Kemper	yes
Mr. Bicknell	yes
Mr. Humphries	yes
Mayor Winkler	yes

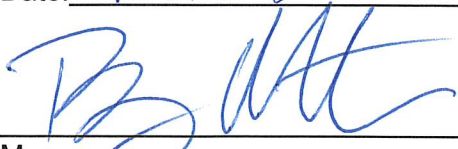
Mr. Jason Faulkner has been appointed to the Zoning Board of Appeals.

Mr. McIntosh made a motion to adjourn; seconded by Mr. Bicknell.

Roll Call:

Mr. McIntosh	yes
Mr. Jewett	yes
Mr. Bicknell	yes
Mrs. Kemper	yes
Mr. Humphries	yes
Mayor Winkler	yes

Meeting adjourned at 8:46 p.m.

Date: 1-28-20


 Mayor

Attest: 

 Clerk of Council