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**MUNICIPALITY OF CARLISLE COUNCIL MINUTES  
REGULAR MEETING OF COUNCIL  
MARCH 23, 2021 – 7:00 P.M.  
760 CENTRAL AVENUE, CARLISLE, OHIO**

Mayor Randy Winkler called the Carlisle, Ohio Municipal Council Regular Meeting of Tuesday, March 26, 2021 to order in Council Chambers at the Carlisle Town Hall building, 760 Central Avenue, Carlisle, Ohio. The meeting opened at 7:01 p.m. with the Pledge of Allegiance.

**Roll Call:**

Mrs. Debbie Kemper	present
Mr. Randal Jewett	present
Mr. William Bicknell	present
Mrs. Kim Bilbrey	present
Mr. Chris Stivers	present
Mr. Tim Humphries	present
Mayor Randy Winkler	present

Staff members present: Finance Director Ryan Rushing  
Clerk of Council Jennifer Harover

The minutes of March 9, 2021 were presented to Council for review. Mrs. Bilbrey made a motion to approve the minutes as presented, seconded by Mrs. Kemper.

**Roll Call:**

Mrs. Bilbrey	yes
Mr. Jewett	yes
Mrs. Kemper	yes
Mr. Stivers	abstain
Mr. Humphries	yes
Mr. Bicknell	yes
Mayor Winkler	yes

Mayor Winkler explained that Mrs. Duffy was absent due to illness and was not able to present the minutes of Council's work session of March 9, 2021. Mr. Bicknell made a motion to table those minutes until Council's next meeting on April 13, 2021, seconded by Mrs. Kemper.

**Roll Call:**

Mrs. Kemper	yes
Mr. Stivers	abstain
Mrs. Bilbrey	yes
Mr. Jewett	yes
Mr. Bicknell	yes
Mr. Humphries	yes
Mayor Winkler	yes

**Public Forum:**

No members of the public were present.

**Council Report:**

Mr. Bicknell thanked the individuals who met with Council earlier this evening for the various openings on Boards and Commissions. He appreciates the volunteers reaching out to help make our community the best that it can be.

Mrs. Bilbrey had no comments.

Mrs. Kemper hopes that everyone is enjoying the spring weather and is able to get out to take advantage of our parks and walking trail. She and Mrs. Bilbrey attended a women's night in Lebanon where they learned from Phil Smith about Warren County's Largest Playground visitor's guide. He also spoke about the large sports park that is opening across from ARMCO Park on State Route 741. This area is 128 acres and contains various sporting fields. She encourages everyone to check out this information at [www.ohioslargestplayground.com](http://www.ohioslargestplayground.com) She would also like everyone to check out Franklin Area Chamber of Commerce to see all that is available in Carlisle. Meetings for the Chamber are on the third Monday of each month. She also thanked all of the individuals who came out tonight for the interviews in helping to fill Boards and Commissions.

Mr. Stivers thanked Council for excusing him from the last meeting. He thanked all of the applicants who have applied for the various Boards and Commissions.

Mr. Jewett had no comments.

Mr. Humphries reported on the School Board meeting from last evening. The property values of the assessment that the schools are getting have been stagnant for a long time. The Treasurer reported a current increase of about 7.5% which is great for our schools and community. It is now spring so please be more cautious of pedestrians and motorcycles. As we continue to stress, please do not rake, blow or shovel your leaves, grass or yard debris into the streets.

**Mayor's Report:**

Mayor Winkler reminded everyone that as the weather warms up, there are more people out and about. Please be cognizant as you travel through town of increased pedestrians, bike riders and children playing.

**Manager's Report:**

Mrs. Duffy is out ill this evening so Mr. Rushing gave the Manager's report. He announced that the IRS has changed the Federal deadline for tax filing until May 17<sup>th</sup>. As a reminder, our Code is written by the State of Ohio so we follow the State's filing deadline. As of today, the State of Ohio's filing deadline remains as April 15<sup>th</sup>. Although the news is reporting that the tax filing deadline has been changed, know that is only for Federal filing and that current local income tax as well the State tax are still due on April 15<sup>th</sup>. If the State were to change their deadline to match that of the Federal deadline extension, then the local income tax deadline would also be extended. In 2020, the Federal tax filing deadline was moved to July 15<sup>th</sup> but it took the State of Ohio a bit longer as they have to pass a bill in the House and in the Senate before it is signed by the Governor. While this is not a quick process, the State of Ohio

most likely will be extending their deadline but, until that occurs, the State and Local tax filing deadlines remain that of April 15<sup>th</sup>. As we get closer and closer to that April 15<sup>th</sup> date, please do not wait until the last minute to file your State and Local taxes. If the State tax filing deadline does change, we will post that announcement on our website and Facebook pages. Appointments can be made with our Local Tax Administrator by calling (937) 746-0556. The Village is a mandatory filing community which means if you are 18 years of age or older, you are required to file a tax return with the Village. There are certain exemptions that are allowed but you must file a form through our Tax Office. Tax filings can be dropped off at any time through our Utilities Payment Drop Box or they can be mailed in to the Tax office as long as they are postmarked by April 15<sup>th</sup>. If you would like to have a receipt returned to you, please enclose a self-addressed, stamped envelope with your return filing. When it comes to extensions, the Village does not receive automatic notification from the Federal filing if you have requested an extension. A Federal extension will be honored by the Village but you must supply us with a copy of the extension.

**Committee Report:**

Recreation & Events Committee report was presented by Mrs. Bilbrey. This Committee met on Sunday evening regarding a proposal of entertainment possibilities at Roscoe Roof Park. She met with Julie Duffy and Dan Casson at the park last week. They spoke with Ashley Martin to go over exactly what would be needed to accommodate her band in terms of parking, electric, sound system and stage. It will be an opportunity to bring the community together and provide them with entertainment. Neighboring communities are also providing similar events for their residents. Ashley Martin and her band travel 198 days across the country and has opened for some very popular artists. She only had one night available, June 24<sup>th</sup>, and was able to give us her "friends & family" discount. She has another single coming out on March 26<sup>th</sup> as well as several albums already available. Her price for our community is \$2,300 which includes professional sound, lighting, stage set-up and tear-down on a flat bed. She has a regular commercial crew that will provide all the set-up/tear-down. This will be professional entertainment provided to our community. They were also able to get Ethan & Joey, which is a 6-person band on July 29<sup>th</sup> for \$1,900. Mrs. Bilbrey has already spoken to the food truck participants about being available on these dates. Mr. Casson and Mrs. Duffy helped to prepare a placement plan in the park so that everything can be accommodated. These bands are waiting for a confirmation from the Village, so time is of the essence. Each of the bands can be found on social media. She also presented information about movie nights. The equipment for this is already secured as it was to begin last year but was delayed due to the pandemic. Mrs. Duffy had already stated that \$500 would be the top-end of getting each movie. Two dates have been proposed by Mr. Humphries. October 14<sup>th</sup> could be utilized in conjunction with a hayride/fall theme evening. Railroad Days takes place in August, if it happens in 2021, so as not to compete with them, the second movie night would be held September 16<sup>th</sup>. Food trucks are limited due to the demand everywhere right now, but several have committed to Carlisle for Thursday nights. They would also like to include the Fire Department into each of the community events. The total cost for these events would be \$4,200 for the bands and \$1,000 for the movies. Mrs. Duffy had explained that the Village could put a line item into the budget so that every year moving forward, they would know what they have available. Mrs. Bilbrey explained that this could be a trial year with a very low investment to see if the community would be receptive to it. These groups are professional performers and will be engaging with the residents. Bands would play

from 7:00 p.m. – 9:00 p.m. so that these park events are not late ones. Food trucks would set-up around 5:30 p.m. and run through 9:00 p.m. with this being a special event.

Mr. Bicknell asked if this would be 100% run without any requirements of Village staff for any type of set-up, clean-up or tear-down. Mrs. Bilbrey explained that there will be no requirements of staff. If anyone wanted to volunteer, they could, but there would be not requirements as the bands will have their own staff for that. Mr. Bicknell asked if there will be any outreach to the current Park Board and/or local businesses to become a part of this event. Mrs. Bilbrey explained that they are hoping to build the gap between the Recreation & Events Committee and Park Board while at the same time bringing the community together.

Mr. Humphries would like for the budget to include two separate line items; one for movies and one for bands. He would like to vote on these two issues separately.

Mr. Stivers questioned the price of \$2,300 and \$1,900 for the bands. He is not familiar with these bands. Mrs. Bilbrey explained that each band can be found on social media as they both do very well. Her main point is that each of the prices include the professional sound system that will help project the music into the park. The actual quote has the price breakdown and includes \$500 for lighting since there is no lighting within the park. Mr. Stivers has concerns about the amount of taxpayer money that will be spent on these bands. Mrs. Bilbrey explained that this will be a heavily advertised local event for the residents of Carlisle. They plan to hang flyers throughout local businesses, and she has had several residents explain that they are happy to see events returning as they used to happen in the park years ago. She feels that people are missing community and getting together so she is excited about being able to offer this opportunity to the residents of Carlisle. This will be a year to dive in and see if it works. Mr. Stivers mentioned that he has spoken to Mike Ratliff who has a 12/13-member band and only charges \$700. Mrs. Bilbrey explained that Mr. Ratliff is her neighbor, and she knows him well. His band does not offer a stage, lighting, or sound system. Mayor Winkler stated that he has, in past years, hired bands to play at Railroad Days and those prices were easily \$1,200 and charged an additional \$300 for the Railroad Days committee to utilize their sound system. He explained that good entertainment will have a sizeable cost. Mr. Stivers explained that he is not questioning the value of the entertainment, but he wants to be sure that the Village is getting their “best bang for the buck” when it comes to taxpayers’ money. Mrs. Bilbrey feels that this is worth the money spent as these are professional bands with professional stages, lighting and sound systems. Local, neighborhood bands will not be able to provide the same quality that the Village will be getting with these specific bands. Mrs. Kemper likes the idea of bringing something new to the community.

Mayor Winkler explained that with this being the first time for bands in the park, there is no reason why it couldn’t change for next year in terms of how it is handled. Other communities involve businesses for donations to help with costs and it could easily turn into something like that for Carlisle as well. Mr. Humphries explained that he likes the concept, but he would prefer to have bands a little more organic to the community.

Mr. Rushing explained that Council will need to authorize additional appropriations because this is not a budgeted expense. Council will need to add the appropriations to the budget. A single motion could be made of \$5,200 in appropriations or two motions could be made: one for \$1,000 for the movies and one for \$4,200 for the bands. If the motion for approving the appropriations does occur, there will also need

to be an additional motion made to authorize the Village Manager or designee to sign contracts with these two bands.

Mr. Humphries made a motion to vote on these two issues separately; seconded by Mr. Stivers.

**Roll Call:**

Mr. Bicknell	no
Mrs. Bilbrey	no
Mr. Jewett	yes
Mr. Stivers	yes
Mr. Humphries	yes
Mrs. Kemper	no
Mayor Winkler	no

Motion for two votes did not carry.

Mrs. Bilbrey made a motion to add \$5,200 of additional appropriations in the General Fund for Parks and Recreation as a single reading; seconded by Mrs. Kemper.

**Roll Call (single reading):**

Mr. Jewett	yes
Mrs. Bilbrey	yes
Mrs. Kemper	yes
Mr. Bicknell	yes
Mr. Humphries	yes
Mr. Stivers	yes
Mayor Winkler	yes

Mrs. Kemper made a motion to adopt the motion; seconded by Mrs. Bilbrey.

**Roll Call (adoption):**

Mrs. Bilbrey	yes
Mrs. Kemper	yes
Mr. Bicknell	yes
Mr. Humphries	no
Mr. Stivers	no – he is in favor of the movie nights, but he believes there are cheaper bands out there
Mr. Jewett	yes
Mayor Winkler	yes

Motion has been accepted by a single reading.

Mrs. Bilbrey made a motion to authorize the Village Manager or her designee to sign contracts with the Ashley Martin band and the Ethan & Joey band as a single reading; seconded by Mrs. Kemper.

**Roll Call (single reading):**

- Mr. Stivers no
- Mr. Humphries yes
- Mr. Bicknell yes
- Mr. Jewett yes
- Mrs. Bilbrey yes
- Mrs. Kemper yes
- Mayor Winkler yes

Mr. Bicknell made a motion to adopt the motion; seconded by Mrs. Bilbrey.

**Roll Call (adoption):**

- Mr. Humphries no
- Mr. Bicknell yes
- Mr. Jewett yes
- Mrs. Bilbrey yes
- Mrs. Kemper yes
- Mr. Stivers no
- Mayor Winkler yes

Motion has been adopted by a single reading.

**Old Business:**

None

**New Business:**

None

**First Reading of Ordinances and Resolutions:**

**ORD. 5-21 AN ORDINANCE DECLARING CERTAIN MUNICIPAL OWNED PERSONAL PROPERTY TO BE SURPLUS AND AUTHORIZING THE SALE OF SAID PROPERTY AND IS ON AS A SINGLE READING.**

Mr. Rushing explained that this legislation is to surplus four vehicles. As Council is aware, we utilize the website [www.govdeals.com](http://www.govdeals.com) to auction our surplus items as it is a non-bias platform. The Village did purchase a new pick-up truck for the Fire Department that is replacing three other vehicles; 2001 Ford F-250, 2005 Ford Crown Victoria, and 2005 Chevrolet Tahoe. Each of these vehicles are at different states of disrepair and are beyond their useful life with the Fire Department. In addition, we are surplus a 2015 Ford Taurus police cruiser. This vehicle is on our roll-out schedule. Every year we budget a new cruiser and then the oldest cruiser in the fleet is rolled out. Any proceeds made from that surplus is put back into the Police fund. A new police cruiser has been put on order. Unfortunately, due to supply chain issues, this new cruiser will not be available until mid-summer. Chief Rogers has made it clear that he does not need this vehicle as part of the current fleet so he has requested that it be surplus and placed on Govdeals to be auctioned.

Mr. Jewett asked if the proceeds of these surplus items will go into those department's general fund or a specific line item. Mr. Rushing stated that the proceeds will be placed into the respective department's general fund which can be used for any purpose related to their department.

Mrs. Kemper made a motion to suspend the rules requiring three readings, and have one reading by title only, seconded by Mrs. Bilbrey.

**Roll Call:**

Mr. Humphries	yes
Mrs. Kemper	yes
Mr. Bicknell	yes
Mr. Jewett	yes
Mr. Stivers	yes
Mrs. Bilbrey	yes
Mayor Winkler	yes

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

**Roll Call:**

Mr. Jewett	yes
Mr. Humphries	yes
Mr. Bicknell	yes
Mr. Stivers	yes
Mrs. Kemper	yes
Mrs. Bilbrey	yes
Mayor Winkler	yes

Ordinance passed on this day will be entered into Ordinance Record Book as Ord. 5-21.

**Second and Third Readings of Ordinances and Resolutions:**

None

Mayor Winkler stated that this concludes their agenda items. They do have an Executive Session to discuss possible appointments to Village Council Boards and Commissions. There will be possible action to follow.

Mrs. Bilbrey made a motion to enter into Executive Session; seconded by Mrs. Kemper.

**Roll Call:**

Mrs. Kemper	yes
Mr. Jewett	yes
Mr. Stivers	yes
Mr. Humphries	yes
Mr. Bicknell	yes
Mrs. Bilbrey	yes
Mayor Winkler	yes

Council entered into Executive Session at 7:43 p.m.

Mr. Humphries made a motion to leave Executive Session; seconded by Mrs. Kemper.

**Roll Call:**

Mr. Bicknell	yes
Mrs. Bilbrey	yes
Mr. Jewett	yes
Mr. Stivers	yes
Mr. Humphries	yes
Mrs. Kemper	yes
Mayor Winkler	yes

Council entered back into Regular Session at 8:50 p.m.

Mr. Humphries made a motion to appoint the six interviewees from tonight:

Shawn McAtee to Recreation & Events Committee,

Tim Crowe to Parks & Recreation Board

Kaille Crowe to Recreation & Events Committee,

Douglas Lanier to Ohio Records Commission,

Matt Bishop to Tax Review Board

James Rutherford to Planning Commission;

seconded by Mr. Stivers.

**Roll Call:**

Mr. Bicknell	yes
Mrs. Bilbrey	yes
Mr. Jewett	yes
Mr. Stivers	yes
Mr. Humphries	yes
Mrs. Kemper	yes
Mayor Winkler	yes

The afore-mentioned citizens have been appointed to the various Boards and Commissions.

Mr. Bicknell asked for staff to reach out to Matt Bishop to see if he would also be interested in joining the Parks & Recreation Board.



With no further business, Mr. Bicknell made a motion to adjourn, seconded by Mrs. Kemper.

**Roll Call:**

Mr. Jewett	yes
Mrs. Bilbrey	yes
Mrs. Kemper	yes
Mr. Bicknell	yes
Mr. Humphries	yes
Mr. Stivers	yes
Mayor Winkler	yes

Meeting adjourned at 8:52 p.m.

Date: 4-13-21

Randy Winkler  
Mayor

Attest: [Signature]  
Clerk of Council