
MUNICIPALITY OF CARLISLE COUNCIL – WORK SESSION MINUTES

TUESDAY, FEBRUARY 8, 2022

CARLISLE COUNCIL CHAMBERS - CARLISLE, OHIO

Mayor Winkler called the Carlisle, Ohio Municipal Council Work Session of Tuesday, February 8, 2022, to order at 8:44 p.m. in Council Chambers at the Carlisle Town Hall building, 760 Central Avenue, Carlisle, Ohio with the following members in attendance:

Council Attendees:

Mr. Tim Humphries

Mr. Chris Stivers

Mr. William Bicknell

Mr. Randy Winkler, Mayor

Mrs. Debbie Kemper

Mrs. Kim Bilbrey

Mr. Michael Kilpatrick

Staff members present: City Manager Julie Duffy, Finance Director Ryan Rushing, Planning and Zoning Administrator Cathy Walton, and Chief Will Rogers.

Discussion Items:

Council Retreat

General discussion was made regarding a future Council retreat and goal setting session. Key points made included:

Discussion regarding a potential moderator:

- Mr. Bicknell indicated the moderator's role is to keep the group's discussion on task.
- Mayor Winkler suggested the group consider Rod Davisson from the City of Obetz.
- Mr. Kilpatrick suggest using the Franklin City Manager as the moderator.
- Consensus by the group was to use a moderator who had knowledge of local government but no direct ties to the community to avoid potential conflicts.
- Mrs. Duffy was asked by the group to seek out possible moderators. She indicated that she and the mayor would be meeting with area mayors and managers the following evening and would ask them for suggestions.

General discussion was made regarding a possible location:

- Mr. Humphries suggested Hillcrest Baptist Church.
- Mr. Bicknell mentioned the City of Franklin used Gracepoint Church.
- Mayor Winkler suggested Council consider the meeting rooms at Pisanello's Pizza as the city had met there in years past.

General discussion was made regarding possible topics:

- Mr. Bicknell suggested that each member compile a list of possible goals and bring to the retreat.
- Mayor Winkler stated that the goals need to be realistic and achievable by staff and within our budgetary constraints.
- Mr. Humphries indicated that the moderator may have the group complete some paperwork prior to the meeting to allow the group to put together their thoughts before that morning.
- Mr. Kilpatrick indicated that would be helpful to keep the discussion on task.

General discussion was made about a possible date:

- Mr. Humphries indicated that Saturdays from 9am until noon or 1pm is what has worked in the past.
- Mr. Stivers indicated that his work schedule changed so that he is now available on weekends.
- Mr. Bicknell indicated that he wanted the group to begin thinking of dates but that it did not have to be decided that evening.

- Mr. Kilpatrick indicated that he was unavailable the first weekend in March but was otherwise open.
- Mr. Humphries indicated that he was having hip surgery on March 28th and wasn't sure how that may impact his availability.
- Council discussed meeting the February 26th. Mr. Humphries indicated he might be going to Shelbyville, Tennessee that week but would make himself available that day.
- Council indicated a back-up date would be March 12th.
- Mrs. Kemper asked Mrs. Duffy if these dates would allow staff enough time to prepare for the retreat. Mrs. Duffy indicated that it would be dependent on the availability of the moderator and the facility.
- General discussion was made about the meeting possibility beginning at 9am.
- Mrs. Duffy indicated that all dates and times were tentative depending upon the moderator and his/her schedule.

Council Room Audio/Visual

Mr. Humphries mentioned that the display monitors used during the City of Franklin's Council meetings could not be viewed by the audience as they only faced Council. Mrs. Kemper confirmed that Franklin's screens were in the back of the room. Mr. Kilpatrick stated that our screens are difficult to see when watching the video from the meetings. Mr. Humphries indicated that the City of Franklin does not record their meetings for online viewing – only the audio for use in creating the minutes. Discussion was made about the possibility of having the content of our display screens added to the video in the future as well as if current staffing levels and software could accommodate.

JEMS Land Sale

Mrs. Duffy provided a status update of the sale of land in the Carlisle Business Park for the new JEMS facility. She indicated that JEMS had provided the remaining documents requested by the title company to complete the sale. She stated that a closing date had not been established but believed that the title company had all of the necessary documents.

Sidewalks

Mr. Kilpatrick asked Mrs. Duffy to confirm that the property owners had the responsibility to clear the snow from sidewalks in front of their home. Mrs. Duffy confirmed that all sidewalk maintenance including snow removal and crack repairs were the responsibility of the property owners.

Ordinance 28-21

General discussion was made about the tabled legislation regarding income tax. Mayor Winkler indicated that he had information about the required steps to bring it back for discussion during the regular meeting later that evening. Mrs. Duffy stated that this information was previously provided to Council in a memo for their review. Mrs. Duffy stated that the legislation would remain on the agenda and part of the regular business meeting that evening.

Service Department

General discussion was made about the Service Department's handling of the recent snowstorm. Mrs. Bilbrey expressed her gratitude to the department and stated that she traveled both the day of and day after the storm and believed our local roads were in better condition than some communities. She indicated that she believes the public forgot that the department now has the responsibility for plowing SR123 and that the type of storm we experienced made plowing especially difficult. Mrs. Kemper commended all area departments and how they handled both the snow and ice to help keep our streets as safe as possible under the circumstances. Mrs. Bilbrey also thanked Mr. Humphries and other residents for going out of their way to help one another and being neighborly.

Mayor Winkler stated that the department prioritizes our local streets and focuses on the main routes first. He stated that the department has four plow trucks plus a pickup truck operated by the Service Director that were all used throughout the storm. He indicated that Mr. Casson and his crew each worked approximately 35 hours over the two-day period. Mayor Winkler indicated that his son works for the City of Middletown in their road department and that they did not begin plowing secondary streets until Sunday. Mr. Kilpatrick indicated that he plowed snow for a decade when he lived in New York and that this storm was one of the more challenging storms to plow.

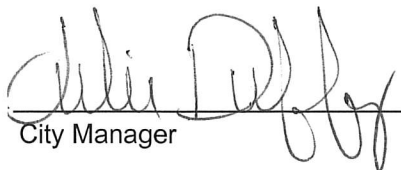
General discussion was made about the use of social media during future events and how it could be achieved given the current staffing levels. Mr. Humphries asked if the city still utilized CodeRed. General discussion was made regarding CodeRed and what it was. Mrs. Duffy confirmed that the city no longer used CodeRed and would be looking at other similar public notification options with the budgeted city website update.

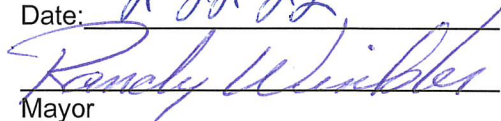
Adjournment:

With no further business, Council adjourned the meeting by voice vote with all in favor.

Meeting adjourned at 6:48 p.m.

Attest:


City Manager

Date: 2-22-22

Mayor