NEW CARLISLE CITY COUNCIL REGULAR MEETING AGENDA

April 1, 2019 @ 7:00pm

- 1. Call to Order: Mayor Ethan Reynolds
- 2. Roll Call: Clerk of Council
- 3. Invocation
- 4. Pledge of Allegiance
- 5. Action on Minutes: 3/11/19 Town Hall
 - 3/18/19 Regular Meeting
- 6. Communications: None
- 7. City Manager's Report: Attached
- 8. Comments from Members of the Public: Please limit comments to 5 minutes or less.
- 9. Committee Reports: None
- 10. RESOLUTIONS: (NONE)
- 11. ORDINANCES: (0 Intro; 1 Action)

A. Ordinance 19-06: (Public Hearing and Action Tonight)

AN ORDINANCE AMENDING CHAPTER 238 OF THE CODIFIED ORDINANCES OF THE CITY OF NEW CARLISLE REGARDING THE DIVISION OF FIRE.

- 12. OTHER BUSINESS:
- A. <u>Congressman Warren Davidson:</u> Will hold "Mobile Office Hours" at the City Building on the fourth Tuesday of each month from 1:30PM until 2:00PM.
- B. Crime Watch: Wednesday, April 10 @ 6:30PM. Location: Smith Park Shelter House
- C. Intergovernmental Meeting: Monday, April 29 @ 6:30PM. Location: TBD
- 13. EXECUTIVE SESSION: None
- 14. Adjournment

RECORD OF PROCEEDINGS

Minutes of:	Council of the City of New Carlisle, Ohio	Town Hall Special MEETING
Held:	Monday	March 11, 2019

- **1. <u>CALL TO ORDER</u>**: This Town Hall Special Meeting of Council called to order at 6:30 pm by Mayor Ethan Reynolds.
- **2. ROLL CALL**: The Clerk of Council, Emily Berner then called the Roll:

6 members present: Reynolds, Shamy, Lowery, Cook, Lindsey, Cobb STAFF PRESENT: City Manager Randy Bridge, Clerk of Council Emily Berner, Service Director Howie Kitko, Finance Director Debbie Watson; Fire Chief Steve Trusty; Deputy Rachel Allender.

- 3. INVOCATION: Mayor Reynolds
- 4. PLEDGE OF ALLEGIANCE
- 5. ACTION ON MINUTES: NONE
- 6. COMMUNICATIONS: NONE
- 7. CITY MANAGERS REPORT: None
- 8. COMMENTS FROM MEMBERS OF THE PUBLIC: NONE
- 9. COMMITTEE REPORTS: NONE

10. RESOLUTIONS: (1 INTRO 1 ACTION)

RESOLUTION 19-06R:

A RESOLUTION ACCEPTING THE AMENDED 2019 OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES

VM Lindsey motions to accept with a second by CM Shamy.

Comments/questions: NONE

YES: LOWERY, COBB, COOK, LINDSEY, REYNOLDS, SHAMY NAY: 0

Motion Accepted 6-0

11. ORDINANCES (1 INTRO 1 ACTION)

ORDINANCE 19-04

AN ORDINANCE TO ESTABLISH APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF NEW CARLISLE, STATE OF OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2019 CM Cook motions to accept with a second by VM Lindsey.

Comments/questions: NONE

YES: REYNOLDS, SHAMY, LOWERY, COBB, COOK, LINDSEY NAY: 0

Motion Accepted 6-0

ORDINANCE 19-05 (PUBLIC HEARING AND ACTION ON 3/18/19)

AN ORDINANCE TO AUTHORIZE THE CITY MANAGER TO RENEW A CONTRACT WITH ELIZABETH TOWNSHIP, MIAMI COUNTY, FOR THE PURPOSE OF PROVIDING FIRE AND EMERGENCY SERVICE TO A PORTION OF THE TOWNSHIP

12. OTHER BUSINESS:

A. 2018 TOWN HALL

1. WELCOME- MR. Bridge: Notes they will continue to move this city forward with the help from all administration. Bridge includes all positive things that have happened throughout 2018 and introduces the admin. team.

2. OVERVIEW OF 2018: reports attached on page 3241

FINANCE:

CM Lowery asks Ms. Watson to recap the ending balances from the last 3 years so citizens can see the increase.

SERVICE:

CM Cook asks about old water tower. Kitko adds current plan is to take down. Estimated cost between \$35-50,000.

CM Lowery asks how Kitko would rate our city water and Kitko responds "excellent" b/c of the glacier tills and wells along with our simple treatment process.

FIRE:

VM Lindsey asks about the new medic, will be ordered in 2-3 months.

POLICE:

CM Lowery asks Allender to recap the year: She notes it went well, new cruiser, new equipment, new bikes. She noted Deputies were involved in multiple city events.

3. AUDIENCE COMMENTS AND QUESTIONS:

Peggy Eggelston 312 S. Main- Would like to see a Meet the Candidate night. Eggelston asks Lindsey and Reynolds on advising Council to "stay out of" the meet the candidate night. Council discussion between Cook and Lowery on how, if able to host it, or organize the event.

4. MAYOR AND COUNCIL MEMBER COMMENTS:

CM Cook: Notes the fireworks were a great addition this year. Thanks CM Cobb for all his work in prepping for that day. Thanks, the administration.

CM Shamy: Hopes 2019 is more successful than 2018. Shamy looks forward to working with everyone again for 2019.

CM Lowery: Notes 2018 had some blemishes but the ending balance is wonderful. Thanks Randy for all the hard work. Notes the fireworks brought record sales to many local businesses. Adds many time you do not get to hear all the positive things happening. He looks for lots of good things to happen in the future.

VM Lindsey: Thanks, the administration team, the citizens for passing the levy. Notes many good things are happening and continue to happen.

Mayor Reynolds: Thanks, all city workers, administration. Notes over the last 8 years had various dark spots but the budget is balanced, ability to pay cash for multiple purchases. Notes 2019 is a year to invest into the city. New cruiser, new city hall and thanks all voters and notes Council looks forward to 2019.

CM Cook: Informs citizens that Mr. Snider who recently passed, viewing is 3/12/19. Noted he was very involved with the city.

County Commissioner Lowell McGlothlin thanks Council for their hard work, notes some upcoming county improvements.

CM Lowery adds April at the pool is doing wonderful things, moving that in the right direction.

- 13. EXECUTIVE SESSION: NONE
- 14. ADJOURNMENT: CM Lowery motions to adjourn with a second by CM Shamy @ 7:54pm.

	Mayor City of New Carlisle	
Clerk City of New Carlisle		



City of New Carlisle
City Council Meeting
03-11-2019
Town Hall Meeting
Fire-EMS Report

- In the Year 2018 the New Carliele (Tre Division responded to 1100 EMS call in the City and 112
 in Ethysheth Township.
- The Division responsed to 201 Fire related units in the City and 32 in Elizabeth Township.
- . This year the Fire Division received over \$28,331 in Grant money
- We received \$24,000 from workers comp. for fire gloves and fire nomes, hoods.
 We received a \$4,131 FMS Great for EMS equipment and supplies.
- January 1st of 2018 we moved to the county for our Fire and BMS Dispetching, which was a savings to the Division over \$15,000 a year.
- January I^{nt} we also weat marce radio system and have been on it now for your and it has been a
 trumendous advancement for the Division not only in our own radio communications, it has also
 mode our radio communications with mutual add departments possible.
- With the despect thereto the eletrons of New Carlide that passed our Smill exhibitional operating lawy. This will allow the Univision to move forward with the perchase of a new Medic this year and increase the waset for our Pile Vision.

Stoven Trusty Fire Chief City of New Cartisle



Director of Public Service 2019 Town Hall Meeting Update

2011

*Completed asphalt overlay project in conjunction with the Clark County roadway contract. Project included overlay of Chestnut, Firwood, Greenheart and White Pine streets. Total Cost \$184,535.31 (Street Levy Fund)

*Scarff Rd. Water Tower Project. The tower received a new exterior coating, an installation of a mbdng device and OSHA safety upgrades. 2020 will begin the interior recoating portion of the project. Annual payments of \$115,500 until 2024.

*Road de-icing sait - we used 150 tons for the year. We normally bid for 300 tons per year.

2019

*Reconstruction of the 300 block of Galewood Dr. Project will be funded by CDBG Critical Infrastructure Grant and City's Street Levy Fund. Construction extilmated cost to be \$300,078 with New Carlisle contributing \$50,400 in engineering and construction funding.

*Budgeting to overlay Bittersweet, Butternut and Hemiock streets through the Clark Count Engineer's Office.

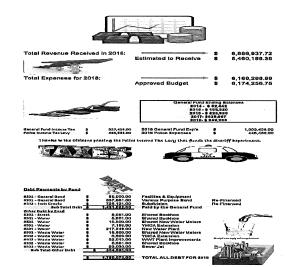
*Wastewater Treatment Plant Influent Upgrade Project. Replacement of both raw influent pumps and mechanical bar screen. Estimate cost for engineering and construction is \$500,000

* Increasing our efforts to improve the appearance of the City.

Public Service announcements

Sewar Flushable wipes.

CITY OF NEW CARLIBLE TOWNHALL MEETING-MARCH 11, 2019



One of the biggest changes for the Pinenck Department was the upgraded Soltwoo Program. We are still working to fine tone everything, but ence that it complete we are very excited about the reporting copabilities it will bring. Our job in the Pinence Department its to be efficient and datable in keeping all reservate a separalities was in revenues. It is to ensure Piccal Responsibility and to beap the City of New Cartille Pinencially Sheller, And, we see here to help the clitten with Any questions like your Ahou. I am very proud of not team?

Respectfully Submitted, Deborate Walson, Finance Director Monday, Merch 11, 2019

RECORD OF PROCEEDINGS

Minutes of:	Council of the City of New Carlisle, Ohio	REGULAR MEETING
Held:	Monday	March 18, 2019

- 1. <u>CALL TO ORDER</u>: This Regular Meeting of Council called to order at 7:00 pm by Mayor Ethan Reynolds.
- **2. ROLL CALL**: The Clerk of Council, Emily Berner then called the Roll:
- **6 members present: Reynolds, Shamy, Lowery, Cobb, Cook, Lindsey STAFF PRESENT**: City Manager Randy Bridge, Clerk of Council Emily Berner, Finance Director Debbie Watson, Police Administrator Sgt. Underwood, Fire Chief Steve Trusty.
- 3. INVOCATION: Mayor Reynolds
- 4. PLEDGE OF ALLEGIANCE
- 5. ACTION ON MINUTES:

VM Lindsey motions to accept minutes from work session/special meetings: 2/11, 2/13, 2/20 and 2/25 with a second by CM Shamy YES: 6 LOWERY, COBB, COOK, LINDSEY, REYNOLDS, SHAMY NAY: 0 MINUTES ACCEPTED 6-0.

VM Lindsey motions to accept minutes from 3/4/19 with a second from CM Shamy.

YES: 5, Cobb, Cook, Lindsey, Shamy, Lowery Abstain: Reynolds

- 6. COMMUNICATIONS: None
- 7. CITY MANAGERS REPORT:

City Manager's Report.

- Council members may bring any other item up for discussion.
- A ACTION REPORT
- *B FINANCE DISCUSSION Report attached no comments or questions
- *C SERVICE DISCUSSION Report Attached pg.3245 no comments or questions
- *D FIRE DISCUSSION Report Attached pg 3245 CM Lowery asks about the fire on Jefferson St. Trusty notes thinking electrical, started in garage.
- *E POLICE DISCUSSION Report @Meeting No comments or questions
- *F. INFORMATIONAL ITEMS
 - New Building Updates
 - O Closing Date: 3.29.19 with occupancy 10 days after.
 - Scheduled Meetings:
 - o Mover Quotes •
 - Waiting on Quotes
 - o Inspections

- 3/5/19 Report concluded; Council has copy 3/18/19
- Architects:
- 1st Proposal in Council is reviewing
- New Carlisle Health Stats
- Attached

8. COMMENTS FROM MEMBERS OF THE PUBLIC: NONE

9. COMMITTEE REPORTS: NONE

10. RESOLUTIONS: NONE

11. ORDINANCES: 1 INTRO, 1 ACTION:

ORDINANCE 19-05 (PUBLIC HEARING AND ACTION ON 3/18/19)

AN ORDINANCE TO AUTHORIZE THE CITY MANAGER TO RENEW A CONTRACT WITH ELIZABETH TOWNSHIP, MIAMI COUNTY, FOR THE PURPOSE OF PROVIDING FIRE AND EMERGENCY SERVICE TO A PORTION OF THE TOWNSHIP

VM Lindsey motions to accept with a second CM Cobb

Bridge notes motion of Council needed for spelling error correction. VM Lindsey motions to accept correction with second by CM Shamy. YES: Lowery, Cobb, Cook, Lindsey, Reynolds, Shamy NAY: 0 Accepted 6-0

Contract every 3 years for services. No comments or questions from Council.

YES: Cook, Lindsey, Reynolds, Shamy, Lowery, Cobb NAY: 0 Accepted 6-0

ORDINANCE 19-06: (ACTION ON 4/1/19)

AN ORDINANCE AMENDING CHAPTER 238 OF THE CODIFIED ORDINANCES OF THE CITY OF NEW CARLISLE REGARDING THE DIVISION OF FIRE- READ ONLY

VM Lindsey motions to break rules of Council to introduce Ordinance 19-07 with a second by CM Lowery.

YES: Cobb, Cook, Lindsey, Reynolds, Shamy, Lowery NAY: 0 Accepted 6-0

ORDINANCE 19-07 (Introduction)

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ACCEPT A PROPOSAL AND ENTER INTO A CONTRACT FOR ARCHITECTURAL SERVICES TO RENOVATE A BUILDING ON REAL PROPERTY LOCATED AT 101 SOUTH MAIN STREET, NEW CARLISLE, OHIO- READ ONLY

12. OTHER BUSINESS:

A. CONGRESSMAN WARREN DAVIDSON WILL HOLD MOBILE OFFICE HOURS ON 4^{TH} TUESDAY OF THE MONTH FROM 1:30-2:00.

B. CRIME WATCH MEETINGS: WEDNESDAY, APRIL 10 @ 6:30 PM AT SMITH PARK SHELTER.

VM Lindsey motions for Special Meeting to act on Ord. 19-07 with a second by CM Shamy.

COMMENTS FROM COUNCIL/CITIZENS:

CM Cobb asks why we are buying a building and mentions appraisal from auditor's website? Recaps Madison school purchase.

CM Lowery notes he understands Cobb's concerns but feels this is a good move. CM Cook adds he would like to have more citizen input. Is the city being frugal? Janelle Zimmerman 219 Prentice: asks about the value vs the asking price. Asks about an elevator and parking.

Bridge notes: auditor's website is not "purchase" appraisal, purchase appraisal is far more than the tax appraisal and it is like that for everything. The asking price was \$160,000. City is paying less. Bridge recaps current building situation... 18 years of paying rent, no room, no storage. Discussion continue about the building, bringing back diagonal parking on side street, will bring foot traffic to downtown, Council chambers held on first floor. Lowery and VM Lindsey agree this will happen. Bridge reminds Cobb the ordinance to purchase the building as already passed.

YES: 4 Lowery, Lindsey, Reynolds, Shamy NAY: 2 Cobb, Cook Accepted 4-2 Special Meeting set for 3/25/19 at 7:00 pm.

13. EXECUTIVE SESSION: NONE

14. <u>ADJOURNMENT</u>: CM LOWERY MOTIONS TO ADJOURN AT 7:32 PM WITH A SECOND BY CM SHAMY.

See next Page for Service Discussion.

Mayor City of New Carlisle

Clerk City of New Carlisle

SERVICE REPORT:

Service Departments: • Street department currently has about 1 ton of cold patch asphalt. They are filling potholes as

they appear. The best way for cold patch to be effective is to place it in a dry pothole for it to have any chance of staying in long term.

2018-2019 Various Road Projects:

- Galewood Dr. Reconstruction Project: The 300 block of Galewood Dr. will be reconstructed in 2019.
 Engineering is complete. Plans are at the county being put out for bid.
- Will be obtaining estimates for more possible street overlay projects.
- 2019 Wastewater Plant Influent Building Upgrade:
- Anticipated arrival for the influent pump is April 12, 2019. Currently reviewing the plans for final details to put out for bid.

Traffic Signal Upgrade Project:

• Currently working on the right-of-way acquisition phase of the project. Construction, est. Spring 2020. (No current Update).

FIRE REPORT:

Fire-EMS Report

- In the Month of February, the New Carlisle Fire Division responded to 62 EMS call in the City and 13 in Elizabeth Township.
- The Division responded to 10 Fire related calls in the City and 2 in Elizabeth Township.
- We had 3 EMS calls answered by mutual aid, either by Pike Township or Bethel Clark, due to medic 52 being on a response.
- We answered 2 mutual aid EMS calls for Pike Township and 1 for Bethel Clark.
- In the Month of February, the Division responded to 1 Overdose calls,
- We have started doing CPR classes again any group needing a class contact us at (937)-845-8401 to set up a class.
- Steven Trusty Fire Chief City of New Carlisle

City Manager's Report

TO:

Mayor, Vice Mayor, City Council, Residents, and Business Owners

FROM:

Randy Bridge, City Manager

DATE:

March 29, 2019 for April 1, 2019

• Items that should be reported to or discussed with Council are indicated with an asterisk (*) and organized under separate headings.

Council members may bring any other item up for discussion.

A - ACTION REPORT

- **B** FINANCE DISCUSSION
- C SERVICE DISCUSSION
- **D** FIRE DISCUSSION
- **E POLICE DISCUSSION**

*F. INFORMATIONAL ITEMS

• New Building Updates

- Signed Contract to Purchase on 3/26
- O Closing Date: Either 4/5 or 4/8 Depending on title examination
- Met with Architect on 3/26 for initial measuring
- Next Steps: Close on Property, wait for design to be completed by architect. This will tell us how to proceed.
- Updated Cost Excel Sheet will be dispersed at meeting

Conferences

- City Manager Only Intro to Government Finance; April 24 & 25th in Marysville, Ohio
- City Manager, Finance Director, and Service Director SERB Academy; May 2-3 in Dublin, Ohio

• VIP Analytics Training

- City Manager and Finance Director
- Two sessions to date, a few more to go
- Very excited about the new software and the capabilities of it
- o Eager to share new and improved reports and budget formats with City Council

Madison Street School

Discussion on future of building

ORDINANCE 19-06

AN ORDINANCE AMENDING CHAPTER 238 OF THE CODIFIED ORDINANCES OF THE CITY OF NEW CARLISLE REGARDING THE DIVISION OF FIRE.

WHEREAS, the Fire Division, within the Department of Public Safety for the City of New Carlisle, Ohio, is for the protection of the lives and property of the citizens of said City from the ravages of fire and disaster; and

WHEREAS, the men and women of the Fire Division put their lives on the line every day for this protection; and

WHEREAS compensation for Fire Division personnel has not been addressed or modified since 2014 via Ordinance 14-29; and

WHEREAS, the Fire Administrator has recommended to the City Manager that the current wage scale be adjusted in order to make compensation more competitive with the surrounding area departments and to insure we keep the best and most qualified individuals in the Division.

NOW, THEREFORE, THE CITY OF NEW CARLISLE HEREBY ORDAINS THAT the following changes be made to the ordinances of the City of New Carlisle, Chapter 238, Division of Fire, with compensation changes effective on the first pay period 15 days after the passing of this ordinance.

238.03 COMPENSATION.

The Fire Division shall not employ full-time personnel. All employees are part-time employees and shall be compensated for activities. With the recommendation of the Fire Administrator, the City Manager shall prescribe wage scales and pay dates for Fire Division personnel, and present the recommendation to Council for their approval.

(a) All personnel shall be paid bi-weekly and compensated based on their level of training as specified below.

(1) Firefighter	\$ 9.50- 10.00
(2) Emergency medical technician A	\$11.00
(3) Emergency medical technician B (Basic)	\$10.50 no change in rate
(42) Firefighter/EMT A	\$ 11.75 13.25
(53) Firefighter/EMT B (Basic)	\$ 11.25 <i>12.25</i>
(6) Paramedic	\$11.50 no change in rate
(74) Firefighter/paramedic	\$ 12.50 <i>14.00</i>
(8) Lieutenant	\$12.00 no change in rate
(95) Lieutenant (cross-trained)	\$ 13.00 Base + \$.75

(106) Captain \$13.50 14.00

(117) Captain (cross-trained) \$14.00 Base + \$1.50

(128) Assistant Chief \$15.00 17.00

(139) Chief/Administrator \$16.00 18.00

(1410) Trainee Federal minimum wage

(b) In addition to compensation set forth above the Fire Administrator shall be compensated in the amount of four hundred eighty dollars (\$480.00) per pay period. The Assistant Chiefs shall be compensated at a rate of two hundred fifty dollars (\$250.00) per pay period.

- (c) Personnel responding from home shall be paid a minimum of one hour's wages. Employees shall be compensated for subsequent time worked in accordance with the above fee schedule and based on actual time worked in quarter-hour increments. Timekeeping shall be based on dispatch logs. Once in quarters, an additional 15 minutes shall be allotted for the clean-up of apparatus. Line officers may approve additional clean-up time based on the complexity and severity of the operation.
- (d) Employees involved in fire protection activities as defined by the Fair Labor Standards Act of 1938, as Amended (FLSA), Section 3(y), shall be scheduled for duty for no more than 212 hours in a 28-day period as allowed by the FLSA, Section 7(k).
- (e) Other employees of the Fire Division shall be scheduled for no more than 78 hours in a 14-day period.
- (f) Employees who work on the holidays listed below shall be paid at a rate of time and a half of their normal rate of pay.

July 4th		
Thanksgiving		
Christmas Eve		
Christmas Day		
New Year's Eve		
New Year's Day		

- (g) Substitutions and shift fills shall be managed in accordance with the FLSA, Section 7(p)3 and shall be excluded in the calculation of hours for which the employee is entitled to overtime compensation.
- (h) Employees who are working a Battalion Supervisor shift will continue to be paid their regular rate of pay for the first two (2) hours of Battalion shift. After the first two (2) hours, the employee shall receive an "on-call" pay as compensation for remaining in a "ready" state to respond promptly to alarms, at a rate of three five dollars (\$35.00) per hour. If the employee responds to an alarm during this "on-call" status, they shall be paid their normal "paid-per-call" rate in lieu of the "on-call" pay.

Passed this	_day of _	, 2019.
		Ethan Reynolds, MAYOR
		Emily Berner, CLERK OF COUNCIL
APPROVED AS TO FORM		
Lynnette Dinkler, DIRECTOR OF	LAW	

(i) Employees of the Fire Division who work weekends between 1800 hours Friday and 0600

hours on Monday shall add \$1.00 per hour to their base pay.

Councilman Cobb Y N
Councilman Cook Y N
Vice Mayor Lindsey Y N
Mayor Reynolds Y N
Councilman Lowrey Y N
Councilman Shamy Y N
Vacant Y N

Pass

Fail

Intro: 3/18/19 Action: 4/1/19

Effective: 4/16/19