



NEW CARLISLE



VOLUME 1 • ISSUE #2 • WINTER 2024

Water Main and Lead Service Line Replacement Project Kicks Off

Exciting progress is coming to our community! The City of New Carlisle is pleased to announce the start of the **Water Main and Lead Service Line Replacement Project**, a significant infrastructure upgrade designed to improve the reliability and safety of our water system.

Project Overview

This project will involve replacing aging 4-inch water mains with new 6-inch water mains and removing old lead service goosenecks. Additionally, new service lines will be installed from the water main to the curb stop on some residents' properties. These improvements will modernize our water system and enhance water quality and flow for residents.

Timeline and Project Area

- **Start Date:** ESTIMATED Week of December 9, 2024
- **Estimated Completion:** November 2025
- **Project Boundaries:**
 - Lake Ave. to Jefferson St.
 - Church St. to Clay St.
 - Includes Henry/Lincoln and Main/Jackson intersections.
 - Church St. from Jefferson to Linden Ave.

What to Expect

- **Temporary Water Interruptions:** There may be times when water service is disrupted. We will strive to keep residents informed ahead of any interruptions.
- **Road Closures:** Periodic Road closures and traffic restrictions will occur to ensure safety and facilitate the work. Barricades will limit access to local residents only.
- **Street Parking:** Residents are strongly encouraged to avoid parking on the street whenever possible. This will help accommodate construction equipment, material storage, and snow removal during the project.

Stay Informed

We understand that a project of this scope may raise questions or concerns. Please know that the City and our contractors are committed to minimizing inconvenience and keeping you informed throughout the process.

If you have any questions, don't hesitate to reach out at (937) 845-9492. We appreciate your patience and cooperation as we work to enhance our city's infrastructure for a brighter future.



Thank you for your understanding and support!

EMPLOYEE SPOTLIGHT ON...

Kerri May

Kerri May's journey with the City of New Carlisle began in 2010 when she served as a part-time, unpaid college intern while pursuing her studies. She graduated from Sinclair Community College in 2011 with an Associate of Applied Science in Environmental Engineering Technology.

After gaining valuable experience working for the City of Lebanon and Montgomery County, Kerri returned to New Carlisle in 2016 as a Wastewater Lab Technician. Her dedication and expertise led to her promotion to an Operator and Maintenance position, and in 2021, she became the Wastewater Superintendent.

Kerri holds a prestigious Wastewater Class III License with the Ohio EPA and a Class B Commercial Driver's License. Her extensive knowledge and commitment to environmental engineering and public service continue to be a tremendous asset to our community.



BUSINESS SPOTLIGHT ON...

Troy & Goodall Lumber Company

311 Ohio Ave, New Carlisle | 937-845-3871 | Same-Day Delivery Available

Troy & Goodall Lumber Company has been a cornerstone of the New Carlisle community for over a century, proudly supplying high-quality lumber and building materials for both residential and commercial projects. With a steadfast commitment to exceptional customer service and expert advice, the company has cultivated a loyal customer base that spans generations.

Offering an extensive selection of materials, Troy & Goodall provides everything from dimensional and specialty lumber to essential hardware like nails, screws, and tools—making it a one-stop shop for any project. New owner Roy Kegley, along with his knowledgeable team, is always available to guide customers, ensuring they select the perfect materials for their needs. By sourcing from trusted suppliers, Troy & Goodall guarantees durable and reliable products that stand the test of time.

Deeply rooted in the New Carlisle community, this family-owned business frequently supports local initiatives and charities, reinforcing its commitment to the area. Troy & Goodall Lumber takes pride in building lasting relationships, offering personalized service to contractors needing bulk materials as well as homeowners working on weekend projects. Stop by to experience exceptional service and expert support.

Store Hours:

Monday–Friday: 7:00 AM–4:00 PM



News from the New Carlisle Fire Department

Winter Driving

- 1. Prepare your vehicle:** Ensure your vehicle is winter-ready by checking your tires, brakes, and fluids. Consider switching to winter tires for better traction on snow and ice.
- 2. Drive defensively:** Increase your following distance, reduce your speed, and avoid sudden stops. Be aware of black ice, which can form on bridges and shaded areas.
- 3. Be visible:** Clean all snow and ice from your windows, headlights, and taillights. Use your headlights during the day to increase your visibility to other drivers.
- 4. Emergency kit:** Keep an emergency kit in your car with items like blankets, water, snacks, a flashlight, and jumper cables. In case of a breakdown or getting stuck, having these essentials can help you stay safe and warm.

Carbon Monoxide Detectors

- 1. Placement:** Install detectors on every level of your home, especially near bedrooms and sleeping areas. Avoid placing them near open

windows, doors, or vents that could disrupt airflow.

- 2. Maintenance:** Regularly test your detectors according to the manufacturer's instructions, usually once a month. Replace batteries as needed, and replace the entire unit every 5-10 years, depending on the model.
- 3. Professional Installation:** Consider professional installation for optimal placement and functionality, especially for hardwired detectors.
- 4. Awareness:** Be aware of the symptoms of carbon monoxide poisoning, such as headaches, dizziness, nausea, and fatigue. If you experience these symptoms, seek fresh air immediately and contact emergency services.

Fire Hydrants Cleared of Snow

- 1. Clear a 3-foot radius:** Shovel a 3-foot circle around the base of the fire hydrant to ensure firefighters can easily access it.
- 2. Remove ice:** If ice has formed on the hydrant



News from the New Carlisle Fire Department

itself, carefully chip it away with a shovel or ice scraper.

3. Shovel a path:

Create a clear path from the hydrant to the nearest sidewalk or street to allow firefighters to connect hoses without obstruction.

4. Adopt a hydrant:

Consider "adopting" a fire hydrant near your home and committing to clearing it regularly throughout the winter season.



Furnace Safety

- 1. Regular Maintenance:** Schedule annual professional maintenance to ensure your furnace is operating efficiently and safely. This includes cleaning, inspecting, and tuning up components.
- 2. Carbon Monoxide Detector:** Install a carbon monoxide detector near your furnace to alert you to potential gas leaks.
- 3. Ventilation:** Keep vents and registers clear of obstructions to allow for proper airflow.
- 4. Fuel Supply:** Ensure your fuel supply, whether it's natural gas or oil, is regularly inspected and maintained.

Drug Take Back Box

- 1. Remove Personal Information:** Scratch out any personal information on prescription labels, such as your name and address.
- 2. Place Medications:** Put all solid medications, such as pills, capsules, and patches, into the designated slot or container within the box.
- 3. Do Not Include:** Do not include liquids, needles, syringes, or other sharps in the take-back box. These items require special disposal methods.

4. Close the Box:

Ensure the box is securely closed after depositing your medications.

Note: Always check with your local pharmacy or law enforcement agency for specific guidelines and any limitations on the types of medications accepted. There is one located at 315 N Church St, New

Carlisle. Call the station prior to see if crews are in station at 937-845-8401

Why Use a Drug Take-Back Box?

- Protects the Environment: Prevents medications from entering waterways and harming wildlife.
- Reduces Drug Abuse: Limits the accessibility of medications to individuals who may misuse them.
- Ensures Safe Disposal: Provides a secure and environmentally friendly way to dispose of unused or expired medications.

By using drug take-back boxes, you can help keep your community safe and healthy.

Fire Safety Tips

1. Fireplace and Wood Stove Safety

- Screen It: Always use a sturdy screen to protect against flying sparks and embers.
- Proper Ventilation: Ensure adequate ventilation to prevent carbon monoxide buildup.
- Burn Dry Wood: Use dry, seasoned wood to minimize smoke and creosote buildup.
- Clean Regularly: Clean the chimney and flue annually to remove creosote, a highly flammable substance.
- Never Leave a Fire Unattended: Never

News from the New Carlisle Fire Department



leave a fire burning unattended, especially when sleeping or leaving the house.

- **Keep Flammable Materials Away:** Keep flammable materials, such as furniture, curtains, and papers, at a safe distance from the fireplace or wood stove.

2. Home Heating Safety Space Heaters

- **Placement is Key:** Place the heater on a hard, flat surface away from anything that can burn, such as curtains, furniture, and bedding. Keep at least 3 feet of space around the heater.
- **Direct Outlet, Not Extension Cord:** Plug the heater directly into a wall outlet. Avoid using extension cords or power strips, as they can overheat and cause a fire.
- **Unplug When Unattended:** Always unplug the heater when you leave the room or go to sleep.
- **Regular Inspection:** Check the heater for any damage to the cord or plug before each use.
- **Carbon Monoxide Detector:** Ensure you have a working carbon monoxide detector in your home, especially if using a fuel-burning space heater.
- **Child and Pet Safety:** Keep children and pets away from the heater to prevent accidental burns or tipping.

- **Fuel-Burning Heaters:** If using a fuel-burning heater, follow the manufacturer's instructions carefully and ensure proper ventilation.

3. NEVER use a stove to heat your house.

4. Emergency Preparedness

- Know 2 ways out of your house in case of a fire. Have a meeting place for everyone to meet at. Practice home fire escape plans every month.
- Have fully stocked Emergency Kits on stand-by for Winter Storms to include- Drinks, Food, Blankets, Extra Clothes & Hats. This is highly important due to the possibility of being snowed in.

5. Smoke Detector Awareness Campaign

- The New Carlisle Division provides and installs Smoke Detectors. Call 937-845-8401
- Check function of Detectors monthly. Change batteries every 6 months or when it needs them. Replace every 10 years or if there is a malfunction.

6. Special Programs

- We always welcome station tours of the trucks for kids. Call us to schedule 937-845-8401. We can also discuss fire safety as well for them.

Join New Carlisle's No Knock Registry

Tired of those unwanted knocks on your door? Sign up for New Carlisle's No Knock Registry today!

- Once your address is added to the Do Not Knock Registry, it will stay in the registry until:
 - You request its removal
 - The city is notified that you no longer reside at that address
 - January 1st of each year
- You must renew your registration annually after January 1st to keep your address in the registry.



- Soliciting contributions for, or peddling goods or publications for, any religious, charitable, civic, educational, or political organization
- Soliciting or peddling services for grass cutting, tree removal, leaf raking, snow removal, or similar services, provided the fee does not exceed \$75.00
- Individuals under 18

years of age, during daylight hours, soliciting or peddling for a charitable or personal purpose (e.g., a lemonade stand)

Exceptions: A solicitor's/peddler's license is not required for:

- Soliciting or peddling at the invitation or request of the person or business contacted
- Soliciting or peddling newspapers, or items personally manufactured, raised, or produced
- Soliciting or peddling agricultural products or services

How to Sign Up: Complete the registration form and submit it in person at 331 S. Church Street, online, by mail to the City of New Carlisle, PO Box 419, New Carlisle, Ohio 45344, or email it to alowrey@newcarlisleohio.gov



Residents can also check the website for a list of current permitted solicitors!

For more details, see visit www.newcarlisleohio.gov reference Ordinance 2024-33.

Take control of your doorstep and join the No Knock Registry today!

HOUSEHOLD TIPS



 **PREVENTING FROZEN PIPES**

- Seal cracks and holes properly
- Using heating tape can prevent freezing
- Keep the heat in your home at a minimum of 55 degrees Fahrenheit
- Allowing drips from faucets overnight can relieve pressure
- Insulate pipes that are located in cold, drafty places inside the home
- Disconnect all outside hoses

newcarlisleohio.gov

Reporting Water Main Breaks

Water main breaks can occur during colder months due to freezing temperatures. If you notice a possible water main break in New Carlisle, please report it promptly:

- **During Business Hours:** Call the City of New Carlisle at **(937) 845-9492**.
- **After Hours:** Contact the non-emergency line at **(937) 328-2560**.

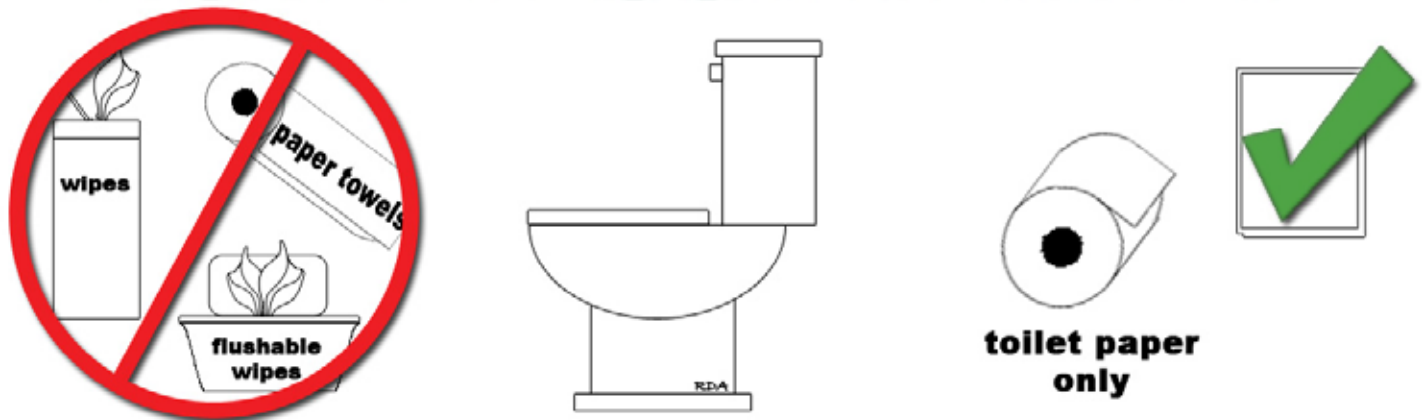
Once a repair is completed, please be aware that the affected area will be temporarily filled with gravel. Permanent road repairs will be scheduled for spring when conditions are optimal.

Your quick action helps ensure timely repairs and minimizes disruptions to water service. Thank you for your cooperation!



IMPORTANT NOTICE!

IGNORE THE HYPE: DON'T FLUSH A WIPE!



IMPORTANT SEWER SYSTEM NOTICE

The City of New Carlisle has experienced operational problems with various sewage pumping stations and public sewer mains throughout the City. The cause of the problem relates directly to the products and materials discharged from property owners to the City of New Carlisle public sewer mains.

Harmful Effects of Extraneous Debris Discharged to Public Sewer System

Do NOT put paper products such as paper towels, flushable wipes, moist towelettes, tissues, handy wipes, disposable towels, diapers, sanitary napkins, and feminine products down the drain. The only paper product that should be flushed is toilet paper. Kitchen solids, such as fruit and vegetable rinds and peels, corn kernels, eggshells, and chicken bones can also cause blockage. Garbage disposals do not always reduce some of these items to the point that they will flush clear of the lateral lines.

Do NOT dump cooking grease and oils down the drain. Flushing out the grease with hot water will not work either; this only causes a build up further down the drain and eventually contributes to a stoppage in the lateral or Town sewer pipes. Avoid using chemicals that claim to dissolve grease, such as vinegar and baking soda. Those products only dislodge grease clogs and move them further down the pipe, which can lead to similar problems. To dispose of cooking grease, pour it into a heat-resistant container, such as a milk carton, and allow it to cool and set. That container should then be disposed in the regular garbage.

Please educate and encourage all members of the household to follow proper grease handling steps.

Financial Impact of Continued Discharge of Debris, Grease, Oils and Fats

The continued discharge of extraneous debris and grease, oils, and fats into the public sewer system will continue to increase costs for maintenance and repair of public sewer pipes and sewage pumping stations. Continued improper discharge of these materials could also incur additional costs for a homeowner because of the cleaning of laterals and basement flooding.

For More Information: Contact the City of New Carlisle Sewer Division @ (937)845-0814

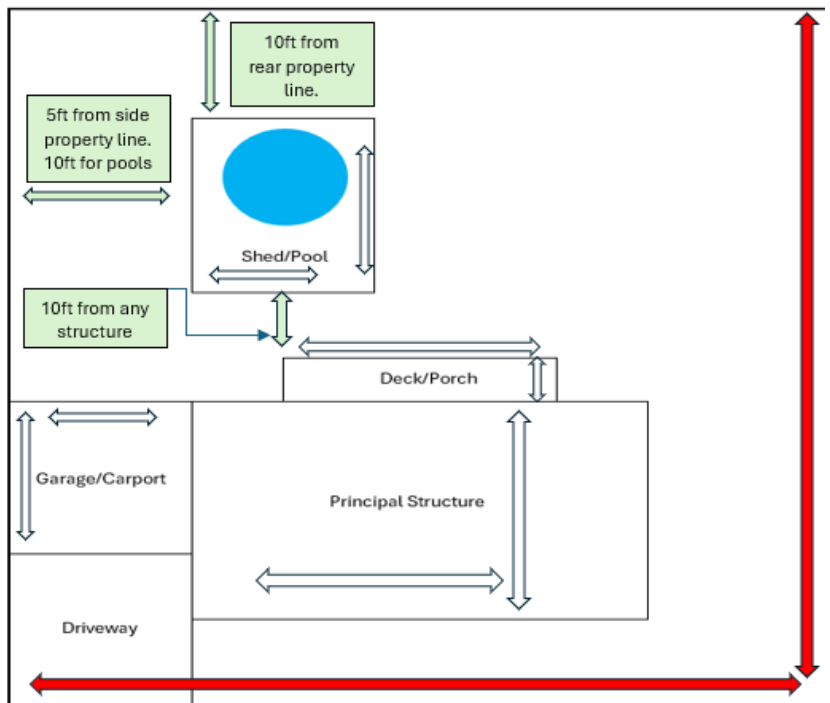
PLANNING & ZONING

Accessory structure permits for fences, pools, sheds, decks, and porches all require an application for both residential and businesses. The application process requires that homeowners and business owners fill out an application, obtain approval, and pay for the permit prior to the work being started.

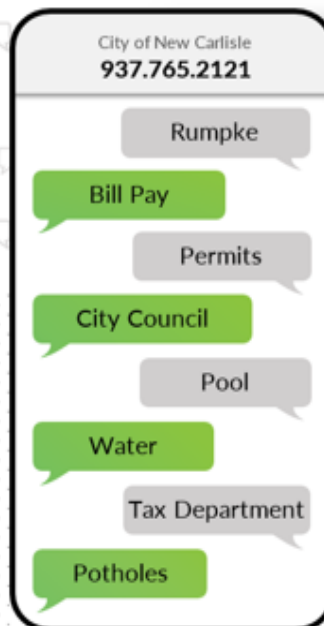
Helpful Tips for Accessory Structure Permits

1. Measure Setbacks - Setback are the measured distance from each side of your property line, rear property line, front property line, and placement of project from other structures. *Most residential districts setbacks are 10ft from the rear, 5ft from the sides, and 25ft from the front.
2. Lot Coverage: Make sure your lot has enough coverage to support your shed, pool, deck etc. Lot coverage varies in each zoning district
3. List the measurements (square footage) of your lot size, principal structure (house), and other accessory structures. These measurements will formulate if you have enough lot coverage.
4. Please note there cannot be more than two accessory structures per lot.

Example of Preferred Site Plan Drawing



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CITY TAXES

2024 Estimated Tax Payments are due by **January 15, 2025** to avoid penalty
2024 Tax Returns are due by **April 15, 2025**

The tax rate for New Carlisle is 1.5% with no credit for taxes paid to any other municipality.

Do I need to make estimated payments?

Individuals and businesses who expect their estimated annual liability to exceed \$200 and New Carlisle taxes are not withheld by an employer, are required to file a declaration of estimated tax each year when filing the annual city tax return. Estimated tax may be paid in full at the beginning of the tax year, or in 4 quarterly installments throughout the year. All estimated payments are due January 15th following the tax year.

Ask your employer if they will do a courtesy withholding for New Carlisle Income tax so you do not have to make quarterly payments.

Do I need to file a return?

All residents over the age of 18 who have earned income **MUST** file a city tax return. Even if taxes were completely withheld by the employer a return must be filed.

If you are recently retired and it is the first year not filing a return you should submit an exemption certificate.

How do I file my City of New Carlisle Taxes?

CCA offers electronic (e-filing) of tax forms and online payment of taxes. You can visit their website at www.ccatax.ci.cleveland.oh.us. Forms can also be picked up at the city building, they will be available in the front entrance way.

Returns and payment can be mailed to CCA at the address listed on the form's envelope.

How can I get assistance with my return?

CCA – Copies of related tax documents (W-2's, 1099's, Federal Schedules, etc.) along with a CCA Tax Assistance Form may be mailed to CCA. CCA's Tax Assistance Form is available on their website. **The form and documents must be received by CCA by April 1st to avoid potential penalty and interest.** The tax return will be prepared, and a copy will be returned to you along with a tax bill if there is a balance due.



City of New Carlisle –

Contact Colleen Rhea, Tax Administrator at 937-845-9492. You can drop off tax documents (W-2's, 1099's, Federal Schedules, etc.) and your contact information to the City building, 331 S Church St for the tax

department to complete your return. You then will be called to schedule an appointment to review and pick up your tax return. **Please note the last day to drop off tax information to schedule an appointment will be April 10th.**

We also have sample returns available in the foyer to show how to fill out your return.

Tax Professional – Contact an individual tax preparer or firm to prepare your city tax return. Sign, date and mail the return with required tax documents and any payment due to CCA.

You may contact our office for general tax questions 937-845-9492

Please contact CCA for your account specific questions 800-223-6317



NEW CARLISLE IMPORTANT DATES



City Offices Closed

- **January 1 – New Year’s Day**
- **January 20 – Martin Luther King Day**
- **February 17 – Presidents’ Day**

City Council Information

New Carlisle City Council Meetings are held on the 1st and 3rd Mondays of each month at 6:00 pm now at Heritage Hall! If Monday is a holiday the meeting will be held on Tuesday. The public is encouraged to attend and participate. Attendees will be given the opportunity to voice questions and comments to the Mayor and

Council. Please limit comments to 5 minutes or less.

Dates

January 6

February 3

March 3

January 21

February 18

March 17

Intergovernmental Meeting – March 31

Stay Connected

Stay informed about what’s happening in New Carlisle by following us on social media and checking our website regularly. We look forward to a new year with our community!