



CITY COUNCIL
REGULAR MEETING PACKET
June 1, 2026 @ 6:00pm Heritage Hall in Smith Park

1. Call to Order: Mayor William Lindsey
2. Roll Call: Clerk of Council
3. Invocation:
4. Pledge of Allegiance: All
5. Action on Minutes: 05/18/26 Regular Meeting & 05/18/26 Special Meeting
6. Communications: None
7. City Manager Report: Attached
8. Committee Reports: Planning Board Recommendation
9. Comments from Members of the Public: *Comments limited to 5 minutes or less

10. RESOLUTIONS: (None)

11. ORDINANCES: (1-Intro; – 2-Action*)

***A. Ordinance 2026-14 (Introduced on 05/18/26, Public Hearing and Action Tonight)**

AN ORDINANCE AMENDING TITLE SIX OF THE CODIFIED ORDINANCES OF THE CITY OF NEW CARLISLE TO ADD CHAPTER 229 ESTABLISHING THE DEPARTMENT OF HUMAN RESOURCES AND COMMUNICATIONS

***B. Ordinance 2026-15E (Introduction, Public Hearing, and Action Tonight)**

AN ORDINANCE AUTHORIZING THE CITY MANAGER, OR THE DIRECTOR OF PUBLIC SERVICE/ASSISTANT CITY MANAGER, TO ENTER INTO AN AGREEMENT WITH THE BOARD OF CLARK COUNTY COMMISSIONERS FOR THE 2026 ROADWAY RESURFACING PROJECT, AND DECLARING AN EMERGENCY

12. OTHER BUSINESS:

- Additional City Business:
 - Open for Discussion on City Related Business

13. Executive Session: To discuss the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

14. Return to Regular Session:

15. Adjournment:

RECORD OF PROCEEDING
MINUTES: CITY OF NEW CARLISLE, OHIO
REGULAR SESSION MEETING @ Heritage Hall on 5/18/26 @ 6:00 pm

1. **Call to Order:** Mayor Lindsey calls the meeting to order.
2. **Roll Call:** Stapleton calls the roll – Lindsey, Cook, Bahun, Grow, Eggleston, Wright **7 Members present**
3. **Invocation:** Chief Trusty
4. **Pledge of Allegiance:** All are welcome to participate
5. **Action on Minutes:**
 Action on Regular Session minutes of 5/4/26: **1st: Shamy, 2nd: Eggleston, YES: Shamy, Lindsey, Cook, Bahun, Grow, Wright, Eggleston NAY: 0 Accepted 7-0**
6. **Communications:**
 - Councilwoman Grow gave an update of the Social Service commission: continue to meet once a month, aiming for the first Thursday unless there is a holiday, then it is the second. This past meeting they had the suicide hotline for teens and young adults present. Continue to help get food for the hungry, resources for those facing homelessness and crisis. Continue to work with USS.
 - Councilwoman Eggleston discussed the mural project; email sent to council – the project has been fully funded by 3 individuals. Questioned if council is willing to pay \$500 for a contract to ensure the mural doesn't get modified or painted over. It was suggested that council pay for this personally rather than using the citizens' money, all agreed. Continue to investigate applying for a variance due to businesses being represented in the mural.
7. **City Manager's Report:**

City Manager Report
 May 18, 2026

A. DEPARTMENTAL REPORTS


- Services Report
- Fire/EMS Report
- Planning & Zoning Mayor's Court Case Report
- Public Works/Street/Alley
- Finance Report
 - o Motion to Approve Finance Report (1st ___ 2nd ___ 3rd ___)(PF)
 - o Motion to Approve Mayor's Financial Court (1st ___ 2nd ___ 3rd ___)(PF)

B. INFORMATIONAL ITEMS

- o Discussion Items
 - Memorial Day Event
 - Business View Article: Dayton Business Journal
 - Street Update

Attachment Summary
 - None

Minutes summary
 - Finance Report
 - Mayor's Court



Service Department Updates 5/18/2026:

City-Wide Street Paving:


- Streets that have been paved over the last 10 years:

2016: Edgebrook Drive.
 2017: Spinning, Willowick, Applewood, Pepperwood, Cloverleaf, Prentice (300 Block).
 2018: White Pine, Greenheart, Firwood, Chestnut.
 2019: Hemlock, Battermat, Bittersweet, Galewood (300 Block).
 2020: Glen, Langdale w/ Clayton Ct., Hamilton w/ Corona Circle.
 2021: S. Scott, Iberfield, Sunset, Cambridge Ct., Fenwick (Phase #1).
 2022: Tal Shroyer, Hillcrest, Short.
 2023: W. Washington (Phase #1), Falcon, Fenwick (Phase #2).
 2024: Villa w/ Terra Ct.
 2025: Henry w/ Richard Ct., W. Washington (Phase #2), S. Smith, Orth, Bell Oak.

We are working on putting together the information above into a social media post or something in the newsletter.

Additional Items:

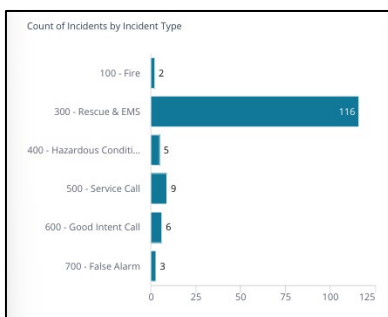
- Carlisle Park Phase 2 upgrade: Performance Site Development paved the drive and parking lot, completed the concrete sidewalk, and installed the camera. New playground/pave in the last part of the project.
- Mainline Meadows section 3: Utilities are installed and have passed all testing.
- Reserve at Honey Creek Section 2: Installation of utilities has started.
- Centennial Energy gas line-service line replacement is still ongoing. The total project should be completed around the end of summer. Area includes the old section of town from Clay St. to Main St. and Lake St. to Jefferson St.


City of New Carlisle
 FIRE DIVISION
 311 N. COLUMBIA STREET
 New Carlisle, Ohio 45344-9989
 Station: (937)445-8481 Fax: (937)445-3010

City of New Carlisle
 City Council Meeting
 05-18-2026
 Fire-EMS Report

- In the Month of April the New Carlisle Fire Division responded to 116 EMS call in the city.
- The Division responded to 7 fire related calls, 12 good street or service calls, 1 false alarm.
- We had 0 EMS calls answered by mutual aid, by Pike Township and 4 by Bethel Clark, and 0 by Elizabeth Township and 0 by Bethel Miami due to medic 52 being on a response.
- We answered 0 mutual aid EMS calls for Pike Township and 12 for Bethel Clark. And 1 for Bethel Miami and 0 for Elizabeth Township.
- We were also able to respond medic 52A on a second medic run over 8 times in April.
- Our total run count at this time of this report was 600.
- The inspection division conducted 6 business inspections and 1 occupancy inspections for the month.
- We still have FREE smoke alarms for our citizens, just call the station at (937)834-8481 or stop by the station.

Steven Trusty
 Fire Chief
 City of New Carlisle



Permits	Date	Permit Type	Parcel Address	Start	Payments
4/15/2026	Permit	211 YORK ROAD		\$25.00	
4/15/2026	New Residential Construction	214 MONROE WAY		\$150.00	
4/15/2026	New Residential Construction	227 MONROE WAY		\$150.00	
4/15/2026	Permit	226 N CHURCH ST		\$25.00	
4/15/2026	Accessory Structure	12500 NEW CARLISLE FINE		\$40.00	
4/15/2026	Permit	12500 NEW CARLISLE FINE		\$25.00	
4/15/2026	Accessory Structure	401 DREYERMAN DR		\$40.00	
4/15/2026	New Residential Construction	211 BAYBASS DR		\$80.00	
4/15/2026	New Residential Construction	211 BAYBASS DR		\$150.00	
4/15/2026	Permit	1039 WATERSIDE CT		\$25.00	
4/15/2026	New Residential Construction	201 LIGHTFOOT CT		\$150.00	
4/15/2026	New Residential Construction	201 LIGHTFOOT CT		\$150.00	
4/15/2026	Board of Zoning Appeals	215 S ADAMS ST		\$100.00	
4/15/2026	Permit	200 LIGHTFOOT DR		\$25.00	
4/15/2026	Accessory Structure	1202A FOOT ST		\$40.00	
4/15/2026	Residential Addition	215 RAYSON DR		\$50.00	
4/15/2026	Permit	1031A WATERSIDE DR		\$40.00	
4/15/2026	Permit	411 N CHURCH ST		\$40.00	
4/15/2026	Permit	411 N CHURCH ST		\$25.00	
4/15/2026	Permit	411 N CHURCH ST		\$25.00	
4/15/2026	Accessory Structure	201 E LAKE AVENUE		\$60.00	
4/15/2026	Accessory Structure	201 E LAKE AVENUE		\$60.00	
4/15/2026	New Residential Construction	202 MONROE WAY		\$150.00	
4/15/2026	New Residential Construction	202 MONROE WAY		\$150.00	
4/15/2026	Residential Addition	200 LIGHTFOOT CT		\$150.00	
4/15/2026	Residential Addition	200 LIGHTFOOT CT		\$150.00	
4/15/2026	Permit			\$125.00	

CITY OF NEW CARLISLE MAYOR'S COURT

Court Report April 8, 2026

Nipp, Janet of New Carlisle previously pled no contest to Outdoor Storage, Vegetation, Exterior Maintenance and Structure. Defendant was fined \$600 plus court cost. Magistrate suspended \$150 of the fine. Payment arrangements made.

Wiskauer, Nehemi of New Carlisle, Improper Backing, \$140

Sparks, Tony A of Medway previously pled not guilty to Operating a Motor Vehicle and Open Container. Prosecutor recommended dismissing the open container. Defendant changed plea to guilty to Operating a Motor Vehicle. Fined \$100 plus court cost.

Sparks, Shane G of New Carlisle previously pled not guilty to Tailights/license plate light. Case transferred to Clark County Municipal Court.

Court Report April 21, 2026

Nipp, Janet of New Carlisle previously pled no contest to Outdoor Storage, Vegetation, Exterior Maintenance and Structure. Defendant was fined \$600 plus court cost. Magistrate suspended \$150 of the fine. Payment arrangements made.

Wiskauer, Nehemi of New Carlisle, Improper Backing, \$140

BAID THROUGH VIOLATION BUREAU

Diriam, Elizabeth of Springfield, Speed 40/25, \$235

Medina, Yaritza of New Carlisle, Improper Backing, \$150

COUNCIL FINANCIAL REPORT SUMMARY - APRIL 2026

Estimated Revenue	\$ 8,231,215.00	2026 Original Budget	\$ 8,851,627.00
Revised Revenue	\$ 8,242,599.00	2026 Revised Total Budget	\$ 8,862,011.00

Month	Revenue Received	Month	Revenue Paid
January	\$ 1,861,512.50	January	\$ 1,812,242.47
February	\$ 1,421,936.81	February	\$ 1,411,212.44
March	\$ 1,481,948.89	March	\$ 1,374,988.20
April	\$ 620,098.81	April	\$ 620,230.89
May		May	
June		June	
July		July	
August		August	
September		September	
October		October	
November		November	
December		December	
Received To Date	\$ 4,383,632.81	Expenses to Date	\$ 3,338,212.73

Statement of Cash from Revenue and Expense

Account	Balance	Revenue	Expenses	Balance
General Fund	\$ 1,100,000.00	\$ 1,100,000.00	\$ 1,100,000.00	\$ 1,100,000.00
Police	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00
Public Works	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00
Public Safety	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00
Public Health	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00
Public Works	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00
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Public Works	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00
Public Health	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00
Public Works	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00
Public Health				

- Business View magazine has been in contact to schedule a few interviews – they have named New Carlisle the top managed city under 10,000 residents. Will be published this summer
- Dayton Business journal named New Carlisle in the top 10 hottest real estate markets in the Miami Valley.
- Mr. Kitko discussed the number of streets that have been paved over the past 10 years, and plans for future.
- Brief discussion on the recent structure fire, our team did great. Appreciate all that were involved, including mutual aid from several local areas.
- The new medic was received and is at the station – planning to have it wrapped then will begin moving the equipment.

8. **Committee Reports:**

9. **Comments from Members of the Public** (Comments less than 5 minutes)

10. **RESOLUTIONS:** (1 - Intro; - 1- Action*)

***A. Resolution 2026-11R (Introduction, Public Hearing, and Action Tonight)**

A RESOLUTION AUTHORIZING A JOINT PARTNERSHIP AGREEMENT FOR THE PROGRAM YEAR 2026 COMMUNITY HOUSING IMPACT & PRESERVATION PROGRAM (CHIP PY2026) WITH CLARK COUNTY, OHIO **1st: Eggleston 2nd: Shamy** YES: Lindsey, Cook, Bahun, Grow, Wright, Eggleston, Shamy NAY: 0 **Accepted 7-0.** Ex: Annual legislation for the City and County affordable housing.

11. **ORDINANCES:** (1-Intro; – 2-Action*)

***A. Ordinance 2026-12 (Introduced on 05/04/2026, Public Hearing and Action Tonight)**

AN ORDINANCE AMENDING THE CITY OF NEW CARLISLE'S ESTIMATED RESOURCES AVAILABLE FOR APPROPRIATION FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2026 **1st: Eggleston 2nd: Shamy** YES: Lindsey, Cook, Bahun, Grow, Wright, Eggleston, Shamy NAY: 0 **Accepted 7-0.** Ex: Book revenue for ambulance

***B. Ordinance 2026-13 (Introduced on 05/04/2026, Public Hearing and Action Tonight)**

AN ORDINANCE AMENDING SECTION 1062.02 OF THE CODIFIED ORDINANCES OF THE CITY OF NEW CARLISLE, OHIO TO REVISE THE TABLE OF RATES FOR EMERGENCY AMBULANCE RUNS **1st: Eggleston 2nd: Shamy** YES: Lindsey, Cook, Bahun, Grow, Wright, Eggleston, Shamy NAY: 0 **Accepted 7-0.** Ex: After work session discussion: Increase rates for ambulance runs.

C. Ordinance 2026-14 (Introduction Tonight, Public Hearing and Action on 06/01/26)

AN ORDINANCE AMENDING TITLE SIX OF THE CODIFIED ORDINANCES OF THE CITY OF NEW CARLISLE TO ADD CHAPTER 229 ESTABLISHING THE DEPARTMENT OF HUMAN RESOURCES AND COMMUNICATIONS

12. **Other Business:**

Additional City Business

- Open for Discussion on City Related Business:
 - ◆ Tommorrow 5/19/26 at 6:26pm is the Lifewise Banquet at Bethel Church of Nazarene – there is a table set aside for Council members.
- Pool Opening Day is May 23, 2026, at 12pm
- Memorial Day Ceremony is May 23, 2026, at 1pm
- City Offices are closed 5/25/26 in Observance of Memorial Day

Adjournment: 1st Eggleston 2nd: Shamy at 6:38 pm YES: Lindsey, Cook, Bahun, Grow, Wright, Eggleston, Shamy NAY: 0 **Accepted 7-0. Votes rescinded: YES:** Shamy, Eggleston, Wright, Grow, Bahun, Cook, Lindsey. **2nd rescinded: Shamy 1st rescinded Eggleston**

13. **Executive Session:** To discuss security issues of the city. **1st: Shamy 2nd: Eggleston at 6:39pm** YES: Shamy, Lindsey, Cook, Bahun, Grow, Wright, Eggleston NAY: 0

14. **Return to Regular Session: 1st: Eggleston 2nd: Shamy** YES: Lindsey, Cook, Bahun, Grow, Wright, Eggleston, Shamy NAY: 0 **Accepted 7-0**

15. **Adjournment: 1st Eggleston 2nd: Shamy at 7:02 pm** YES: Lindsey, Cook, Bahun, Grow, Wright, Eggleston Shamy NAY: 0 **Accepted 7-0**

RECORD OF PROCEEDING

MINUTES: CITY OF NEW CARLISLE, OHIO

WORK SESSION / SPECIAL MEETING @ Heritage Hall on 5/18/26 @ 6:00 pm

1. **Call to Order:** Mayor Lindsey calls the meeting to order.
2. **Roll Call:** Stapleton calls the roll – Lindsey, Grow, Bahun, Shamy, Wright, Cook, Eggleston
7 members Present
3. **Invocation:** Chief Trusty
4. **Pledge of Allegiance:** All are welcome to participate
5. **Action on Minutes:** None
6. **Communications:** None
7. **City Manager’s Report:** None
8. **Committee Reports:** N/A
9. **Comments from Members of the Public** (Comments less than 5 minutes)
10. **Resolutions:** None
11. **Ordinances:** None
12. **Other Business:**
 - Additional City Business
 - Fire levy Discussion:
 - Discussion on the funding and potential levy. 6 options were presented at the last meeting.
 - Council continued discussion on pros and cons of .5%- and .75%-income tax levy
 - Council agreed that a decision needs to be made sooner rather than later
 - Mr. Hall explained that if property taxes pass the ballot, and are removed that there will 450 fire departments across the state that are fully funded by property taxes, and will need to figure out a path forward.
 - Council discussed the reaction if this levy does not pass, and the impact on the fire and EMS as well as the city.
 - Councilwoman Grow suggested another option to investigate: Fire Benefit Charge, doesn’t know much about it but read that several communities use this and find success in using it.
 - Council requested additional statistics and financial figures. Ms. Harris & Mr. Hall will compile this information, and have it ready for council’s review.
 - Open for Discussion on City Related Business
13. **Executive Session:** None
14. **Adjournment: 1st Eggleston 2nd Shamy @ 8:14pm**
YES: Wright, Lindsey, Eggleston, Cook, Grow, Bahun, Shamy NAY: 0 **Accepted 7-0**

Mayor William R. Lindsey

Clerk of Council Christine Stapleton

City Manager Report

June 1, 2026

A. DEPARTMENTAL REPORTS

- The Following Departmental Reports will be given at the next City Council meeting that will be held on Monday, June 15, 2026; Finance, Public Service, Fire/EMS, Police, Planning & Zoning, and Mayor's Court Report.

B. INFORMATIONAL ITEMS

- Discussion Topics
 - Memorial Day Wrap up
 - July 20 Council Meeting

Attachment Summary:

Motion summary:

City of New Carlisle

331 South Church Street
New Carlisle, Ohio 4344
937-845-9492



PLANNING BOARD

Case # PB26-003

Date May 19, 2026

City Of New Carlisle
331 S Church Street
New Carlisle, Ohio 45344

Dear City Council,

The Zoning Amendment-Administrative Waiver-Planning Director 1244.18 Administrative Waivers was passed as presented to the New Carlisle Planning Board and will be sent to City Council for approval.

Steve Fields
Planning Board President



CITY OF NEW CARLISLE
PLANNING BOARD REGULAR MEETING
May 19, 2026 @ 6:00PM

Location: Meeting will be held in person at 810 W. Washington St, Smith Hall Shelter House.

1. Call Meeting to Order: Mr. Steve Fields, Board President

2. Roll call:

- Mr. Fields
- Mrs. McFarland
- Mr. Putterbaugh
- Mrs. Fields
- Mrs. Hoffman

3. Approval of the Minutes of March 17, 2026, Meeting:

- Mr. Fields
- Mrs. McFarland
- Mr. Putterbaugh
- Mrs. Fields
- Mrs. Hoffman

4. Public Hearing on the following:

PB 26-003-Public hearing to discuss, vote and recommend to City Council a Zoning Code Amendment for an Administrative Waiver

- Staff Comments
- Public Comments
- Board Comments

Motion - The Planning Board must pass a motion to vote to approve/deny recommendation to City Council

- Mr. Fields
- Mrs. McFarland
- Mr. Putterbaugh
- Mrs. Fields
- Mrs. Hoffman

5. Miscellaneous Motions (if any):

Motion #1 Reason:	Motion #2 Reason:	Motion #3 Reason:

- | | | |
|--|--|--|
| <ul style="list-style-type: none"> • Mr. Fields • Mrs. McFarland • Mr. Putterbaugh • Mrs. Fields • Mrs. Hoffman | <ul style="list-style-type: none"> • Mr. Fields • Mrs. McFarland • Mr. Putterbaugh • Mrs. Fields • Mrs. Hoffman | <ul style="list-style-type: none"> • Mr. Fields • Mrs. McFarland • Mr. Putterbaugh • Mrs. Fields • Mrs. Hoffman |
|--|--|--|

6. Adjournment: (Time: _____)- Next Meeting Date June 16, 2026, 6PM

- | | |
|---|---|
| <ul style="list-style-type: none"> • Mr. Fields • Mrs. McFarland • Mr. Putterbaugh | <ul style="list-style-type: none"> • Mrs. Fields • Mrs. Hoffman |
|---|---|



Planning Board Staff Report

Case Number PB26-003

Case Name: Zoning Amendment-Administrative Waiver-Planning Director

Hearing Date: May 19, 2026

Hearing Location: Heritage Hall Shelter House

Hearing Time: 6:00PM

I. General Information and Case Description

<i>Case Type:</i>	Zoning Amendment
<i>City Council:</i>	Will receive recommendation from Planning Board
<i>Applicant:</i>	City of New Carlisle
<i>Property Location</i>	
<i>Owner:</i>	
<i>Parcel Numbers:</i>	
<i>Adjacent Properties:</i>	Zoning
North:	
South:	
East:	
West:	
<i>Parcel Size:</i>	
<i>Current Zoning:</i>	

II. Exhibits and Attachments

Item	Purpose
Planning Board Staff Report	Details of the Case
City Ordinance	1244.18 Administrative Waivers
Zoning Code	1242 Amendments
Legal Ad	Required by City Code
Resident Notification	Of Property Owners within 500ft of Application Address

II. Pertinent Code Sections

- 1242 Amendments
- 1244.02 Planning Board

III. Staff Notes

- **Upcoming Timeline**

- Tonight-Planning Board by motion to approve/deny amending the zoning code by adding 1244.18 Administrative Waivers and recommend to City Council.
- June 15, 2026-City Council-Hearing on Planning Board recommendation.
- July 6, 2026-City Council Action on Planning Board recommendation.
- August 6, 2026-Effective Date if granted.

IV. Staff Narrative

Implementing an Administrative Waiver of 10% for setbacks, building height, lot coverage, and sign height allows the New Carlisle Planning Department to streamline development while maintaining the City's core "small-town charm". This amendment would act as an "escape valve" for minor deviations, providing flexibility where strict adherence to the zoning code causes practical difficulty without impacting surrounding properties

Currently, any deviation from dimensional standards—no matter how minor—requires a formal variance through the Board of Zoning Appeals (BZA), costing applicants a \$150.00 fee and weeks of waiting for a public hearing. An administrative waiver allows staff to approve these minor adjustments (up to 10%) internally, reducing the burden on both residents and City resources.

As New Carlisle is "open for business," this amendment directly supports the Planning Department's mission to foster an environment conducive to investment. It provides predictability for developers and business owners, ensuring that minor technical errors or site-specific challenges (e.g., unusual lot shapes) do not derail projects or expansion efforts.

A 10% threshold ensures that waivers remain minor and do not alter the character of the zoning district. Benefits of a 10% threshold include:

- Setbacks-Allows minor footprint adjustments without full BZA review.
- Building Height-Accommodates minor architectural or HVAC height needs.
- Lot Coverage-Offers flexibility for accessory structures or small additions.
- Max Sign Height-Supports business visibility while preventing excessive signage.

V. Staff Recommendation

- The Planning Board should make a motion tonight to recommend the Zoning Amendment 1244.18 Administrative Waivers to City Council.

1244.18 ADMINISTRATIVE WAIVERS.

(a) Authority. The Zoning Inspector is authorized to grant administrative waivers from the strict application of certain area and dimensional requirements of this Zoning Code, provided such waivers do not exceed ten percent (10%) of the applicable standard and are consistent with the general purpose and intent of this Zoning Code. Administrative waivers are intended to provide limited relief for minor deviations and shall not be construed as variances under Section 1244.06.

(b) Applicability.

- (1) Administrative waivers may be granted only for the following:
 - A. Minimum front, side, and rear yard setbacks;
 - B. Maximum building or structure height;
 - C. Maximum lot coverage or minimum landscaped open space; and
 - D. Maximum sign height or area.
- (2) Administrative waivers shall not be granted for:
 - A. Any use not permitted in the zoning district;
 - B. Minimum lot area or lot width requirements; or
 - C. Any request exceeding ten percent (10%) of the applicable standard.

(c) Standards for Approval. An administrative waiver shall not be granted unless the Zoning Inspector finds that all of the following conditions exist:

- (1) The waiver is minor in nature and consistent with the general purpose and intent of this Zoning Code;
- (2) The waiver is necessary to alleviate a practical difficulty and to permit the reasonable use of the property;
- (3) The waiver represents the minimum necessary relief; and
- (4) The granting of the waiver will not be injurious to the neighborhood or otherwise detrimental to the public welfare.

(d) Application. An administrative waiver shall not be granted unless and until a written application deemed complete by the Zoning Inspector is submitted, which shall include:

- (1) The information required under Section 1244.11, as applicable, together with a brief written statement describing the requested waiver and the basis for approval under division (c); and
- (2) Such plans and supporting documentation as the Zoning Inspector deems necessary to determine compliance with this Zoning Code.

(e) Action by Zoning Inspector. Within thirty (30) days after receipt of a complete application, the Zoning Inspector shall either approve or disapprove the request. Prior to issuing a decision, the Zoning Inspector may provide notice to adjacent property owners. The decision shall be in writing, shall state the findings upon which it is based, and shall be maintained as part of the zoning record.

(f) Appeals. Any person aggrieved by a decision of the Zoning Inspector under this section may appeal such decision to the Board of Appeals in accordance with Section 1244.04.

ORDINANCE 2026-14

AN ORDINANCE AMENDING TITLE SIX OF THE CODIFIED ORDINANCES OF THE
CITY OF NEW CARLISLE TO ADD CHAPTER 229 ESTABLISHING THE
DEPARTMENT OF HUMAN RESOURCES AND COMMUNICATIONS

WHEREAS, City Council, after consultation with the City Manager, has determined that it is in the best interest of the City to establish a Department of Human Resources and Communications and the position of Human Resources and Communications Administrator; and

WHEREAS, the City Charter authorizes City Council to establish employment positions and departments by ordinance after consultation with the City Manager; and

WHEREAS, City Council further finds that the creation of this department and position will promote the efficient administration of human resources, communications, public records coordination, and records management for the City.

NOW, THEREFORE, THE CITY OF NEW CARLISLE HEREBY ORDAINS that:

Section 1. Title Six of the Codified Ordinances of the City of New Carlisle is hereby amended by adding Chapter 229, which shall read as set forth in Exhibit A attached hereto and incorporated herein by reference.

Section 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Passed this _____ day of _____, 2026.

William R. Lindsey, MAYOR

Christine Stapleton, Clerk of Council

APPROVED AS TO FORM:

Jacob M. Jeffries, DIRECTOR OF LAW

Introduction and First Reading: 05/18/2026
Second Reading and Action: 06/01/2026
Effective Date: 06/16/2026

<input type="checkbox"/> Bahun	Y		N
<input type="checkbox"/> Cook	Y		N
<input type="checkbox"/> Eggleston	Y		N
<input type="checkbox"/> Grow	Y		N
<input type="checkbox"/> Mayor Lindsey	Y		N
<input type="checkbox"/> Vice Mayor Shamy	Y		N
<input type="checkbox"/> Wright	Y		N
Totals:			_____
	Pass		Fail

EXHIBIT A

CHAPTER 229
DEPARTMENT OF HUMAN RESOURCES AND COMMUNICATIONS

229.01 HUMAN RESOURCES AND COMMUNICATIONS ADMINISTRATOR.

(a) There is hereby established the Department of Human Resources and Communications, and the position of Human Resources and Communications Administrator in the unclassified service of the City. The position shall be treated as an exempt position under applicable wage and hour laws. The Human Resources and Communications Administrator shall be appointed by the City Manager and shall serve under the direction and supervision of the City Manager.

(b) The Human Resources and Communications Administrator shall administer and oversee the City's human resources, communications, public records coordination and records management responsibilities and shall perform such duties as are assigned by the City Manager or as otherwise provided by the Codified Ordinances.

(c) The Human Resources and Communications Administrator shall perform such administrative, supervisory, compliance, communications, and personnel-related responsibilities as are necessary to support the operations of the City, including but not limited to:

- (1) Assisting in the development, implementation, administration, and enforcement of personnel policies, procedures, and employee programs;*
- (2) Coordinating employee recruitment, hiring, onboarding, retention, training, evaluations, benefits administration, and related personnel matters;*
- (3) Assisting with employee relations matters, disciplinary processes, labor relations administration, workplace investigations, and compliance with applicable federal, state, and local employment laws and regulations;*
- (4) Developing and coordinating internal and external communications on behalf of the City, including media relations, public information releases, website content, social media communications, community engagement initiatives, public information efforts, crisis communications, and related public outreach activities;*
- (5) Assisting in the preparation and dissemination of informational materials, notices, publications, and communications relating to City operations, services, programs, projects, and initiatives;*
- (6) Administering and coordinating the City's public records and records management programs, including assisting departments in responding to public records requests in accordance with Ohio law and City policy, and maintaining records retention and disposition schedules;*

- (7) Coordinating records management practices and ensuring compliance with applicable public records, records retention, and records management requirements under Ohio law;*
- (8) Coordinating with the City's Records Commission and applicable state agencies regarding records retention and disposition matters;*
- (9) Maintaining confidentiality of records and information as required by law;*
- (10) Preparing reports, recommendations, policies, procedures, and other administrative documents for the City Manager and City Council; and*
- (11) Performing such other duties as may be assigned by the City Manager or required for the efficient administration of the City.*

(d) The Human Resources and Communications Administrator may supervise such employees and consultants, and oversee such activities, as may be assigned by the City Manager.

(e) The position of Human Resources and Communications Administrator may be filled or left vacant at the discretion of the City Manager.

Human Resources and Communications Administrator

Position Summary

As a direct report and strategic advisor to the City Manager, the Human Resources & Communications Administrator oversees the City's human resources, public communications and records management functions. This role manages recruitment, employee relations, benefits, compensation, training, and compliance, while ensuring clear, accurate, and timely communication with residents, businesses, and media.

The Administrator supports community engagement and crisis communication efforts and serves as a strategic advisor to City leadership on workforce planning, organizational effectiveness, and public messaging.

Qualifications

- Bachelor's degree in Public Administration, Business Administration, Human Resources Management, or related field or
- An equivalent combination of education and training
- 3–5 years of experience working in or with municipal organizations
- Supervisory or leadership experience

Required Knowledge, Skills, and Abilities

- Excellent written and verbal communication skills
- Strong knowledge of social media platforms and digital communication tools
- In-depth understanding of HR laws and regulations and employment law best practices
- Proven ability to handle confidential and sensitive information with discretion
- Effective conflict resolution and strong interpersonal skills
- Strategic thinker with the ability to manage multiple priorities and projects
- Strong leadership skills with the ability to build collaborative, high-performing teams
- Sound judgment and ability to make timely, well-informed decisions
- Excellent analytical, organizational, and problem-solving abilities
- Ability to remain composed and communicate effectively in high-pressure situations
- Skilled at motivating others and fostering a positive, high-performance work environment
- High ethical standards and integrity
- Creative thinking and innovative problem-solving

Essential Duties and Responsibilities

Human Resources

- Administer recruitment, hiring, onboarding, and retention
- Develop and enforce personnel policies and procedures
- Ensure compliance with federal, state, and local employment laws
- Manage employee relations, conflict resolution, and disciplinary processes
- Oversee compensation, benefits administration, and performance evaluations
- Advise the City Manager, and department heads, on HR matters and coordinate with legal counsel when necessary
- Oversee payroll coordination with finance department and maintain employee records
- Ensure compliance with federal, state, and local employment laws
- Maintain HR policies and employee handbook
- Manage FMLA, workers' compensation, and safety programs
- Oversees and directs all pre-employment drug testing, Department of transportation random drug and alcohol testing for CDL holders, and employee non-dot reasonable suspicion and post-accident drug and alcohol testing programs
- Maintains current knowledge of City policies, negotiated contracts, fair labor standards act and equal opportunity act, and other governing regulations to provide necessary guidance and recommendations

Communications and Records Management

- Manage and supervise the city's website and social media channels to ensure clear, accessible, and consistent communication
- Develop and implement strategies to improve public awareness, transparency, and community engagement
- Oversee management and coordinate the City's quarterly newsletter
- Direct media relations, including serving as the primary point of accountability for inquiries, messaging, and crisis communications
- Oversee the creation, review, and distribution of press releases, public notices, and official statements, ensuring accuracy, consistency, and timeliness

- Receive, track, process, and respond to public records requests in compliance with applicable state public records laws and municipal policies.
- Review records requests to determine scope, applicable exemptions, deadlines, and required departmental coordination.
- Coordinate with municipal departments to identify, collect, review, redact, and release responsive records.
- Organize, maintain, and implement the municipality's records retention schedule in accordance with state retention requirements.
- Ensure proper classification, storage, archiving, retrieval, and destruction of records.
- Maintain both physical and electronic records systems to ensure accessibility, security, and compliance.

ORDINANCE 2026-15E

AN ORDINANCE AUTHORIZING THE CITY MANAGER, OR THE
DIRECTOR OF PUBLIC SERVICE/ASSISTANT CITY MANAGER, TO
ENTER INTO AN AGREEMENT WITH THE BOARD OF CLARK COUNTY
COMMISSIONERS FOR THE 2026 ROADWAY RESURFACING PROJECT,
AND DECLARING AN EMERGENCY

WHEREAS, the City of New Carlisle has determined that it is necessary to resurface roadways within its municipal corporate limits; and

WHEREAS, the Clark County Engineer has agreed to engineer, bid and manage the roadway resurfacing project within the City of New Carlisle; and

WHEREAS, by participating in the County's resurfacing project, the overall size of the project increases, thereby resulting in more favorable bids; and

WHEREAS, although the stated maximum amount payable by the City under the agreement is \$61,233.19, the City desires to authorize expenditures of up to \$100,000.00 in order to permit additional resurfacing work through the agreement if determined to be in the best interests of the City and its residents.

NOW, THEREFORE, THE CITY OF NEW CARLISLE HEREBY ORDAINS that:

Section 1. The City Manager, or the Director of Public Service/Assistant City Manager as the City Manager's designee, is authorized and directed to enter into the attached agreement on behalf of the City of New Carlisle with the Board of Clark County Commissioners for the 2026 Roadway Resurfacing Project.

Section 2. The City of New Carlisle authorizes the expenditure of funds of up to \$100,000.00, which is a sum sufficient to pay the stated maximum amount under the contract (i.e., \$61,233.19) and additional resurfacing work through the agreement that would be in the best interests of the City and its residents.

Section 3. This ordinance is hereby determined to be an emergency measure necessary for the immediate preservation of the life, health, property and public peace of the residents of the City and for the further reason that the agreement must be timely executed so that the roadway resurfacing project within the City of New Carlisle will be promptly commenced, and this ordinance shall take effect immediately upon receiving the affirmative vote of at least six (6) members of Council.

Passed this _____ day of _____, 2026.

William R. Lindsey, MAYOR

Christine Stapleton, Clerk of Council

APPROVED AS TO FORM:

Jacob M. Jeffries, DIRECTOR OF LAW

_____ Bahun	Y		N
_____ Cook	Y		N
_____ Eggleston	Y		N
_____ Grow	Y		N
_____ Mayor Lindsey	Y		N
_____ Vice Mayor Shamy	Y		N
_____ Wright	Y		N

Totals: _____

Pass Fail

Introduction, First Reading and Action: 06/01/2026
Effective Date of Legislation: 06/01/2026

RESURFACING AGREEMENT

This AGREEMENT entered into this _____ day of _____, 2026, by and between the Board of Clark County Commissioners, hereafter referred to as the “COUNTY,” and the City of New Carlisle, hereafter referred to as “CITY,” is for the purchase of materials and services under the 2026 Roadway Resurfacing Contract, hereafter referred to as the “PROJECT,” entered into between the COUNTY and its chosen contractor(s).

1. The CITY may purchase the reasonable quantity of pavement resurfacing materials and services under the PROJECT that is required for the needs of the CITY. The CITY shall pay for the actual quantity of materials and services provided to the CITY. The initial estimate of the amount of the contribution for the CITY, as well as other participating political subdivisions, and the COUNTY is attached hereto as Exhibit A. The CITY’s resolution approving this Agreement shall comply with Section 735.053 (B) of the Ohio Revised Code.

2. The CITY shall directly and timely pay the contractor(s) on the PROJECT for all materials and services rendered to the CITY under the PROJECT. No payment made by the COUNTY to the contractor(s), for said materials and services, shall relieve the CITY from its responsibility for paying for said materials and services or for any materials and services rendered to the CITY in the future. The CITY shall immediately reimburse the COUNTY for any payments made by the COUNTY for any materials or services rendered to the CITY. The CITY understands and agrees that the COUNTY’s obligations under this Agreement are subject to all terms, conditions, and limitations of the PROJECT.

3. The CITY and the COUNTY understand and agree that the actual amount each jurisdiction will be responsible for may vary based upon the actual quantity of product provided to each jurisdiction, potential liquid price adjustment, or change orders. The CITY agrees to be responsible for any additional amount attributed to the product and work actually provided to the CITY. However, pursuant to Section 735.053 (B) of the Ohio Revised Code, the maximum amount that the CITY is to pay to the contractor(s) under this Agreement is **\$61,233.19**.

4. The COUNTY agrees:

(1) That, in the hiring of employees for the performance of work under the contract or any subcontract, no contractor or subcontractor, by reason of race, color, religion, sex, age, disability or military status as defined in section 4112.01 of the Revised Code, national origin, or ancestry, shall discriminate against any citizen of this state in the employment of a person qualified and available to perform the work to which the contract relates; and

(2) That no contractor, subcontractor, or person acting on behalf of any contractor or subcontractor, in any manner, shall discriminate against, intimidate, or retaliate against any employee hired for the performance of work under the contract on account of race, color, religion, sex, age, disability or military status as defined in section 4112.01 of the Revised Code, national origin, or ancestry.

5. Each party agrees to be responsible for its own acts and omissions whether through itself or its agents, employees and contracted servants, and each party further agrees to defend itself and pay any judgments and costs arising out of such acts or omissions, and nothing in this Agreement shall impute or transfer any such responsibility from one party to the other.

This Agreement is executed, in triplicate, as of the date written above, by affixing the signatures of the respective parties hereto.

CITY OF NEW CARLISLE

By: _____
Howard Kitko, Assistant City Manager

Date: _____

On Behalf of Law Director, City of New Carlisle
Approved as to Form and Legal Sufficiency:

By: _____

Date: _____

BOARD OF CLARK COUNTY COMMISSIONERS

By: _____
Jennifer Hutchinson, County Administrator

Date: _____

Resolution No.: _____

Date: _____

Approved as to Form and Legal Sufficiency

By: _____
Beau P. Thompson
Chief Legal Counsel for the
Board of Clark County Commissioners

Date: _____

**Exhibit A - Splits by Jurisdiction - ClarkCounty Engineer
2026 Roadway Resurfacing Contract**

Date: 4/16/2026

Ref Item		Unit Price		Quantity		Total Price Bid		Quantity Complete										Quantity Complete	Total Completed
No.	Item Ext.	Item Description	Total	Bid	Unit	Total	Clark	Bethel	German	Harmony	Moorefield	Springfield	New Carlisle	South Charleston	Complete	Completed			
Pavement							\$ 2,329,664.67									2,329,664.67			
1	202 32501	Curb and Gutter Removed, As Per Plan	\$ 22.00	150	L.F.	\$ 3,300.00	. \$ -	. \$ -	. \$ -	. \$ -	. \$ -	. \$ -	. \$ -	150. \$ 3,300.00	150. \$	3,300.00			
2	251 01001	Partial Depth Pavement Repair (441), As Per Plan	\$ 41.00	750	Sq. Yd.	\$ 30,750.00	. \$ -	500. \$ 20,500.00	. \$ -	. \$ -	200. \$ 8,200.00	. \$ -	. \$ -	50. \$ 2,050.00	750. \$	30,750.00			
3	254 01001	Pavement Planing Asphalt Concrete, As Per Plan	\$ 3.00	11,500	Sq. Yd.	\$ 34,500.00	500. \$ 1,500.00	. \$ -	. \$ -	. \$ -	7,500. \$ 22,500.00	. \$ -	. \$ -	3,500. \$ 10,500.00	11,500. \$	34,500.00			
4	254 01001	Pavement Planing, Butt Joints, As Per Plan	\$ 795.00	40	Each	\$ 31,800.00	11. \$ 8,745.00	. \$ -	14. \$ 11,130.00	4. \$ 3,180.00	2. \$ 1,590.00	7. \$ 5,565.00	. \$ -	2. \$ 1,590.00	40. \$	31,800.00			
5	254 01001	Pavement Planing, Butt Joints (Driveways), As Per Plan	\$ 400.00	317	Each	\$ 126,800.00	134. \$ 53,600.00	. \$ -	36. \$ 14,400.00	. \$ -	74. \$ 29,600.00	73. \$ 29,200.00	. \$ -	. \$ -	317. \$	126,800.00			
6	407 20001	Non-Tracking Tack Coat, 0.08 Gal/SY, As Per Plan	\$ 3.00	17,475	Gal.	\$ 52,425.00	10,850. \$ 32,550.00	. \$ -	950. \$ 2,850.00	850. \$ 2,550.00	2,550. \$ 7,650.00	1,450. \$ 4,350.00	. \$ -	825. \$ 2,475.00	17,475. \$	52,425.00			
7	411 10001	Stabilized Crushed Aggregate (Limestone), As Per Plan	\$ 58.00	1,925	Ton	\$ 111,650.00	1,675. \$ 97,150.00	. \$ -	. \$ -	200. \$ 11,600.00	. \$ -	. \$ -	. \$ -	50. \$ 2,900.00	1,925. \$	111,650.00			
8	422 98000	Chip Seal Misc: Fog Seal, SS-1H, As Per Plan	\$ 0.95	89,429	Sq. Yd.	\$ 84,957.55	. \$ -	66,128.89 \$ 62,822.45	23,300.11 \$ 22,135.10	. \$ -	. \$ -	. \$ -	. \$ -	. \$ -	89,429. \$	84,957.55			
9	422 98000	Chip Seal Misc: Single Chip Seal MC-3000 (No. 8), As Per Plan	\$ 2.15	66,129	Sq. Yd.	\$ 142,177.35	. \$ -	66,129. \$ 142,177.35	. \$ -	. \$ -	. \$ -	. \$ -	. \$ -	. \$ -	66,129. \$	142,177.35			
10	422 98000	Chip Seal Misc: Single Chip Seal MC-3000 (No. 67) w/screened #8, As Per Plan	\$ 3.30	23,300	Sq. Yd.	\$ 76,890.00	. \$ -	. \$ -	23,300. \$ 76,890.00	. \$ -	. \$ -	. \$ -	. \$ -	. \$ -	23,300. \$	76,890.00			
11	441 50200	Asphalt Concrete Intermediate Course, Type 1 (448)	\$ 96.00	3,590	Ton	\$ 344,640.00	3,200. \$ 307,200.00	. \$ -	. \$ -	. \$ -	200. \$ 19,200.00	. \$ -	. \$ -	190. \$ 18,240.00	3,590. \$	344,640.00			
12	441 50000	Asphalt Concrete Surface Course, Type 1 (448), PG64-22	\$ 97.00	11,585	Ton	\$ 1,123,745.00	5,350. \$ 518,950.00	. \$ -	1,050. \$ 101,850.00	1,000. \$ 97,000.00	2,270. \$ 220,190.00	1,605. \$ 155,685.00	. \$ -	310. \$ 30,070.00	11,585. \$	1,123,745.00			
13	608 52001	Curb Ramps, As Per Plan	\$ 2,961.00	15	Each	\$ 44,415.00	. \$ -	. \$ -	. \$ -	. \$ -	. \$ -	. \$ -	15. \$ 44,415.00	. \$ -	15. \$	44,415.00			
14	609 18001	Combination Curb and Gutter Type 3, As Per Plan	\$ 60.00	150	L.F.	\$ 9,000.00	. \$ -	. \$ -	. \$ -	. \$ -	. \$ -	. \$ -	. \$ -	150. \$ 9,000.00	150. \$	9,000.00			
15	611 99655	Manhole Adjusted to Grade, As Per Plan	\$ 997.00	32	Each	\$ 31,904.00	. \$ -	. \$ -	. \$ -	. \$ -	11. \$ 10,967.00	. \$ -	16. \$ 15,952.00	5. \$ 4,985.00	32. \$	31,904.00			
16	638 10801	Valve Box Adjusted to Grade, As Per Plan (Water)	\$ 59.75	35	Each	\$ 2,091.25	. \$ -	. \$ -	. \$ -	. \$ -	31. \$ 1,852.25	. \$ -	4. \$ 239.00	. \$ -	35. \$	2,091.25			
17	614 21000	Work Zone Center Line, Class 1	\$ 1,865.00	8	Mile	\$ 14,304.55	5.77 \$ 10,761.05	. \$ -	1.9 \$ 3,543.50	. \$ -	. \$ -	. \$ -	. \$ -	. \$ -	7.67 \$	14,304.55			
18	642 00100	Edge Line 4", Type 1	\$ 600.00	16	Mile	\$ 9,420.00	11.9 \$ 7,140.00	. \$ -	3.8 \$ 2,280.00	. \$ -	. \$ -	. \$ -	. \$ -	. \$ -	15.7 \$	9,420.00			
19	642 00300	Center Line, Type 1	\$ 1,025.00	8	Mile	\$ 7,861.75	5.77 \$ 5,914.25	. \$ -	1.9 \$ 1,947.50	. \$ -	. \$ -	. \$ -	. \$ -	. \$ -	7.67 \$	7,861.75			
20	621 00500	Stop Line, Type 1	\$ 4.50	69	Feet	\$ 310.50	69. \$ 310.50	. \$ -	. \$ -	. \$ -	. \$ -	. \$ -	. \$ -	. \$ -	69. \$	310.50			
21	621 01000	Railroad Symbol Marking, Type 1	\$ 335.00	1	Each	\$ 335.00	. \$ -	. \$ -	. \$ -	1. \$ 335.00	. \$ -	. \$ -	. \$ -	. \$ -	1. \$	335.00			
22	103 05000	Premium for Contract Performance Bond and for Payment Bond	\$ 8,374.24	1	LS	\$ 8,374.24	.46 \$ 3,852.15	.1 \$ 837.42	.1 \$ 837.42	.05 \$ 418.71	.14 \$ 1,172.39	.09 \$ 753.68	.02 \$ 167.50	.04 \$ 334.97	1. \$	8,374.24			
23	614 11000	Maintaining Traffic	\$ 13,046.64	1	LS	\$ 13,046.64	.46 \$ 6,001.45	.1 \$ 1,304.66	.1 \$ 1,304.66	.05 \$ 652.33	.14 \$ 1,826.53	.09 \$ 1,174.20	.02 \$ 260.94	.04 \$ 521.87	1. \$	13,046.64			
24	624 10000	Mobilization	\$ 9,937.86	1	LS	\$ 9,937.86	.46 \$ 4,571.42	.1 \$ 993.79	.1 \$ 993.79	.05 \$ 496.89	.14 \$ 1,391.30	.09 \$ 894.41	.02 \$ 198.75	.04 \$ 397.51	1. \$	9,937.86			
25	Special 0	Mobilization, As Per Plan (Bridge Deck Paving Only)	\$ 5,009.66	3	Each	\$ 15,028.98	3. \$ 15,028.98	. \$ -	. \$ -	. \$ -	. \$ -	. \$ -	. \$ -	. \$ -	3. \$	15,028.98			
Contracted Amount \$ 2,329,664.67							\$ 1,073,274.80	\$ 228,635.67	\$ 240,161.97	\$ 116,232.93	\$ 326,139.47	\$ 197,622.29	\$ 61,233.19	\$ 86,364.35					
TOTAL							Clark	Bethel	German	Harmony	Moorefield	Springfield	New Carlisle	South Charleston					

REVIEWED BY


Robert McClure, Ditch Maintenance Supervisor

April 16, 2026
DATE



**BOARD OR COMMISSION
MEMBERSHIP
APPLICATION**

To serve, you must be a registered voter and a citizen of the City of New Carlisle.

Name: Raven Yankee Date: 5/7/2026

Home Address: [REDACTED]

Phone: [REDACTED] Email: [REDACTED]

Board or Commission of interest: Social Services Commission

Why do you wish to serve on this Board or Commission?

I wish to serve on the Social Services Commission due to my passion for helping others and interest in civics. I have used my passion for helping others a guide post to the jobs I have held such as working in a homeless shelter, at the library, and currently for Clark County Job and Family Services. I truly believe in the power of everyday citizens to come together and help each other and I wish to be a resource to our community. I, myself, know what it is like to rely on government services and the gaps that still exist. I want to serve on the Social Services Commission so I can use my own knowledge from lived experience to help my neighbors so they don't have to learn or do everything from scratch. I believe our community is stronger when we help each other.

Please return this application to the City Building, located at 331 S. Church St., or submit online to general@newcarlisleohio.gov