



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, OCTOBER 3, 2023 AT 7:30 PM

MEETING PROCEDURE: Comments from the Public are welcome at two different times during the course of the meeting: (1) Comments on items not on the Agenda, and Consent Agenda items, will be heard under Public Comments – and (2) Comments on all Resolutions and Ordinances will be heard during Council consideration of said item. Please wait until you are recognized by the Mayor, state your name and address so that your comments may be properly recorded and limit your remarks to a period of five minutes or less.

1. Roll Call.

The location of the October 3, 2023, City Council meeting was changed due to a power outage of unknown cause that occurred a few minutes before the meeting was scheduled to start. The regular meeting of the Oxford City Council was moved to the Oxford Municipal Building, 15 South College Avenue, Oxford, Ohio 45056. Mr. Casey Wooddell, Parks and Recreation Director, was stationed at the Courthouse 118 West High Street, Oxford, Ohio 45056, to inform the public of the location change. Chief Jones also attached a sign to the doors of the Courthouse informing the people of the location change. The backup audio has been uploaded to the public portal and time-stamped, in the absence of the video recording. We are sorry for any inconvenience this may have caused.

<https://oxfordoh.portal.civicclerk.com/event/53/media>

A regular meeting of the Oxford City Council was called to order by Mayor Snavely on Tuesday, October 3, 2023, at 7:34 p.m. Members in attendance were Jason Bracken, Amber Franklin, Glenn Ellerbe, Chantel Raghu, David Prytherch, and Alex French.

Staff Members in Attendance

Mr. Mike Dreisbach, Service Director; Mr. Casey Wooddell, Parks and Recreation Director; Mr. John Detherage, Fire Chief; Mr. John Jones, Police Chief; Mr. Sam Perry, Community Development Director; Ms. Heidi Hill, Finance Director; Mr. Chris Conard, Law Director; and Ms. Heather Barbour, Clerk of Council.

2. Pledge of Allegiance.

3. Approval of Agenda.

Motion – To Approve the Agenda.

(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch

AYE # 7

NAY # 0

ABS # 0

4. Public Participation.

Public Comment - Ms. Wendy Richardson 6135 Fairfield Road -Ms. Richardson wanted to share her frustration with the Kroger parking lot and dangerous driving. Ms. Richardson mentioned the NO LEFT TURN sign on Lynn Avenue across from Kroger. Ms. Richardson noted that adding a flashing STOP sign with the NO LEFT TURN sign might help. Ms. Richardson also mentioned the West side of Speedway, and the Kroger parking lot shrubbery obstructs a STOP sign.

Public Comment - Mr. Thom Radomski-Bomba 6094 Fairfield Road - Mr. Radomski-Bomba addressed the Council about staffing issues the Fire Division is currently experiencing. Mr. Radomski-Bomba read a prepared statement into the record (statement included in minutes).

A. Public Comments

The purpose of the public comments section is for members of the public to speak to the City Council on any subject not scheduled on the Agenda, except consent agenda items. To speak, you may approach the podium and wait to be addressed by the Mayor. You will need to state your name and address for the public record. City Council values your comments, and Council rules limit public comments to five minutes for each person. Presentations are not to be in the form of public debate, personal attacks on Council, City staff, or other members of the public, and Council shall not act except to direct the City Manager to take action or schedule the matter for discussion at a later date.

5. Consent Agenda.

All matters under the Consent Agenda are considered by the City Council to be routine and will be enacted by one motion. Any City Council member may, however, remove an item from consent by request. Items removed for separate discussion will be considered after the motion to approve the Consent Agenda.

Motion – To Approve the Consent Agenda.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 7
NAY # 0
ABS # 0

- A. Minutes of the September 19, 2023, City Council Meeting. (Heather Barbour, Clerk of Council)

6. Resolutions.

- A. A Resolution by the Oxford City Council appointing Heidi Hill as Finance Director for the City of Oxford, and approving an Employment Agreement with Heidi Hill, as Finance Director. (Doug Elliott, City Manager)

Motion – To Adopt Resolution No. 7529.
(Voice Vote) 1st Ms. Rachu 2nd Mr. Prytherch
AYE # 7
NAY # 0
ABS # 0

Mr. Dreisbach had nothing to add to the Staff Report. Mr. Dreisbach addressed questions and comments from the Council in Mr. Elliott's absence.

Public Comment - None.

Mr. Prytherch mentioned this was a competitive national search, and the City advertised widely. Mr. Prytherch shared that a pool of qualified applicants was reached, and he was happy to announce that an internal candidate was the best qualified. Mayor Snavelly agreed that was exactly right. Ms. French congratulated Ms. Hill.

Ms. Hill shared that the seventeen-year-old version of herself would never have believed it if someone had told her over twenty-nine years ago that she would still be at the City of Oxford today. Ms. Hill noted that although this opportunity came from a great loss, she was very thankful for all Mr. Newlin had taught her, and she knows she has big shoes to fill. Ms. Hill was truly grateful for the confidence and support she received from her family and friends, her staff, her coworkers, and the Council. Ms. Hill thanked the Council for the opportunity and for believing

in her. Ms. Hill closed by saying she is honored to serve our great City and lead to a better future. Mayor Snavelly congratulated Ms. Hill.

- B. A Resolution authorizing the City Manager to enter into a \$250,000.00 grant agreement with the Ohio Department of Public Safety to Engage in and coordinate as lead agency for the Countywide OVI Taskforce. (John Jones, Police Chief)

Motion – To Adopt Resolution No. 7530.
(Voice Vote) 1st Ms. Franklin 2nd Ms. Raghu
AYE # 7
NAY # 0
ABS # 0

Chief Jones presented his Staff Report and addressed questions and comments from the Council.

Public Comment -None.

Mayor Snavelly congratulated Chief Jones on receiving this grant.

- C. A Resolution determining the total cost of the assessment by lot, authorizing the list of assessments by lot to be filed with the Clerk of City Council and ordering the same be opened for public inspection and authorizing the Clerk of City Council to publish notice in a newspaper of general circulation that the list of assessments by lot is available for public inspection. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7531.
(Voice Vote) 1st Ms. Raghu 2nd Ms. French
AYE # 7
NAY # 0
ABS # 0

Public Comment -None.

Mr. Dreisbach presented his Staff Report and addressed questions and comments from the Council. Mr. Dreisbach mentioned that this is the third piece of legislation for this year's Curb Gutter Sidewalk program.

Mr. Prytherch noted that this was a partnership, and we asked people to pay for and maintain their own sidewalks, curbs, and gutters. Mr. Prytherch mentioned this was not a small amount for people, but this is the partnership we have in the City. Mr. Prytherch thanked City Staff for administering this and the citizens for maintaining their sidewalks, curbs, and gutters.

- D. A Resolution accepting the amounts and rates as determined by the Budget Commission of Butler County, Ohio and authorizing the necessary tax levies and certifying them to the County Auditor. (Heidi Hill, Finance Director)

Motion – To Adopt Resolution No. 7532.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 7
NAY # 0
ABS # 0

Ms. Hill presented her Staff Report and addressed questions and comments from the Council.

Public Comment -None.

7. Ordinances.

Ordinances are adopted using a two-step procedure. First reading introduces the Ordinance and provides an opportunity for public input on the subject as well as allowing Council to request more information as needed. Second reading is to provide Council with the opportunity to consider new information and to deliberate.

A. First Reading

1. An Ordinance accepting the annexation petition from Douglas R. Elliott, Jr. for 6.726 acres of land in the township of Oxford, Butler County, Ohio, and accepting said territory to be annexed. (Michael Dreisbach, Service Director)

Mr. Dreisbach presented the Staff Report Mr. Elliott had prepared and addressed questions and comments from the Council.

Public Comment - Mr. Timothy Cameron 5258 Morning Sun Road - Mr. Cameron asked about the conditions of the annexation. Mr. Cameron asked if the conditions were attached to the annexation. Mr. Dreisbach responded that the conditions were printed in the packet with the Ordinance.

2. An Ordinance Approving A Conditional Use Permit Application To Allow For A New Hotel To Be Located At 525 North Campus Avenue, Oxford, Ohio 45056 With Conditions. (Sam Perry, Community Development Director)

Mr. Perry presented his Staff Report and addressed questions and comments from the Council.

Public Comment - Mr. Craig Erickson 5280 Morning Sun Road - Mr. Erickson mentioned he doesn't feel fully informed about the updates to the hotel plans. Mr. Erickson noted his property is to the west of the proposed hotel project. Mr. Erickson shared that the applicant hadn't contacted him after the Planning Commission had requested it. Mr. Erickson stated a building on his property is 20 feet away from the proposed hotel project; it's a single-story building. Mr. Erickson noted the possible light pollution with a much larger building being built so close. Mr. Erickson mentioned the parking lot is a concern due to headlights shining into his bedroom. Mr. Erickson mentioned a flooding map that Butler County Soil and Water had created; he would like to speak with someone about how they plan to mitigate this. Mr. Erickson mentioned that he has other concerns, but they are State of Ohio concerns.

Public Comment - Mr. Timothy Cameron 5258 Morning Sun Road - Mr. Cameron noted he had initiated contact with the developers and was pleased with their responsiveness.

Mr. Perry mentioned having multiple meetings with Mr. Erickson, where he shared the applicant's contact information. Mr. Ellerbe asked if downlighting was similar to the lighting outside the Hampton Inn. Mr. Perry answered that the bottom of the light fixture is pointing down and cannot be rotated upwards. Mr. Dreisbach cited condition number 4 of the proposed development agreement and the Planning Commission's recommendations, which address headlights, and shrubbery is required in the western and southern parking areas. Mayor Snavelly commented that he had recently stayed at a Fairfield Inn and had a great experience. Mr. Prytherch asked what the process is to make sure all seventeen conditions are reflected in the design. Mayor Snavelly asked that in the next packet, they only have the most recent plans. Mr. Perry agreed and mentioned that the building permit review process had begun.

B. Second Reading

1. An Ordinance Amending The Future Land Use Map Of The Oxford Tomorrow Comprehensive Plan, From "Rural" To "Campus", For Three Parcels Of Land, Totalling 6.72 Acres, Located In Oxford Township, Addressed As 525 North Campus Avenue, Outside The Northern Perimeter Of The Oxford Corporate Limits. (Sam Perry, Community Development Director)

Motion – To Adopt Ordinance No. 3740.
(Roll Call Vote) 1st Ms. Raghu 2nd Ms. French

AYE # 7

Mr. Bracken, Mr. Ellerbe, Ms. Franklin, Ms. French, Mr. Prytherch, Ms. Raghu, and Mayor Snavelly

NAY # 0
ABS # 0

Mr. Perry reported no changes since the first reading and addressed questions and comments from the Council.

Public Comment -None.

Mr. Prytherch asked, that when the Comprehensive Plan was created, a lot of communities would have extended the map beyond our boundaries, so when an annexation came in based on your plan, what you wanted to bring it in as. Mr. Prytherch mentioned that it would be nice if we could be more proactive vision, and what the timeline would be. Mr. Perry responded that a timeline is not available at this time, because it's related to staff workload.

2. An Ordinance Approving A Second Final Subdivision Application And Record Plat For South Forest Edge Section 1 With Conditions (Sam Perry, Community Development Director)

Motion – To Adopt Ordinance No. 3741.
(Roll Call Vote) 1st Ms. Raghu 2nd Mr. Ellerbe

AYE # 7
Mr. Ellerbe, Ms. Franklin, Ms. French, Mr. Prytherch, Ms. Raghu, Mr. Bracken, and Mayor Snively
NAY # 0
ABS # 0

Mr. Perry stated there were no changes since the first reading and addressed questions and comments from the Council.

Public Comment -None.

8. Announcements & Communications.

A. Remarks from City Council and City staff.

The comments expressed by individual members of Council or City staff during this portion of a City Council meeting do not necessarily reflect the views of the City of Oxford, The Oxford City Council, or the City staff.

Mr. Dreisbach thanked everyone for their flexibility during this power outage and the change in location. Mr. Dreisbach mentioned that BCRTA has posted a bid opening for their multi-modal facility, and has received three bids. Mr. Dreisbach noted that tomorrow, October 4th, around 2:20 p.m., there will be a FEMA emergency alert test.

Mr. Perry thanked the Council for the budget to have continuing education.

Mr. Prytherch shared information from the Climate Action Steering Committee on the Electrification and Efficiency Fair on November 15, 2023, 6:30 - 8:00 p.m. at Kramer Elementary School. Mr. Prytherch mentioned this would be a time to talk to vendors about electric cars and home improvements. Mr. Prytherch advised everyone to take advantage of the Inflation Reduction Act.

Ms. Franklin thanked OPD for helping with street closures for the 5k the Speech and Hearing Department had a few weeks ago. Ms. Franklin invited everyone to attend the Living Room Conversation this Friday at noon at the Interfaith Center, and lunch will be provided. Ms. Franklin noted this week's topic is Abortion Rights.

Mr. Ellerbe wanted to give a shout-out to The Oxford Observer and The Miami Student for hosting me; they had some interviews and a podcast. Mr. Ellerbe noted that he got to be featured on a slide in President Crawford's State of Miami address.

Ms. French mentioned the first Historic Cemetery Walking Tour is on Saturday, October 7th, at 11:00 a.m., parking at Pepper Park. Ms. French added if you can't make it on Saturday, you can register for October 21st or be added to the waitlist for October 28th. Ms. French shared that the Hueston Woods Apple Butter Festival is on October 7th and 8th.

Ms. Raghu was excited to share that a new service would be coming to Oxford in January 2024. Ms. Raghu explained that thirty cats a month would be transported to Cincinnati to be spayed or neutered at a discount price. Ms. Raghu added the price would be \$75.00, which would include a rabies vaccine. Ms. Raghu noted that if the cat is a tracked community cat or feral cat, the service would be free; they would notch the cat's ear. Ms. Raghu mentioned this is a partnership with the Ohio Alleycat Rescue and the Oxford Veterinary Hospital. Ms. Raghu shared that you can contact OhioAlleycat Rescue to schedule an appointment.

Mayor Snavelly invited everyone to attend Otoberfest on October 14th from 1:00 - 8:00 p.m. Mayor Snavelly noted the street closures on High Street for the event. Mayor Snavelly wanted to commend the Fire Division for coming to speak with the Council. Mayor Snavelly added that this is one of the more crucial, shorter issues facing Oxford. Mayor Snavelly also thanked The Oxford Observer and The Miami Student for their coverage of the Council and School Board races. Mayor Snavelly thanked everyone for their patience tonight in dealing with this unplanned power outage.

B. Future Meetings.

(Note: Meetings are held at the Court House unless otherwise indicated.)

DATE

Meeting

1.	Date	Meeting	Location	Time
	Oct 4	Environmental Commission	Municipal Building	7:00 p.m.
	Oct 9	Oxford Parking & Transportation Advisory Board	Municipal Building	9:30 a.m.
	Oct 9	Oxford Recreation Board	Municipal Building	11:30 a.m.
	Oct 9	Public Arts Commission of Oxford	Municipal Building	4:15 p.m.
	Oct 10	Planning Commission & Housing Advisory Commission	LCNB Community Room	7:00 p.m.
	Oct 11	Historic & Architectural Preservation Commission	Courthouse	6:15 p.m.
	Oct 12	Housing Advisory Commission - CANCELED	Municipal Building	5:00 p.m.
	Oct 17	City Council	Courthouse	7:30 p.m.
	Oct 18	Board of Building Appeals	Courthouse	5:30 p.m.
	Oct 18	City Council Budget Work Session	Courthouse	7:30 p.m.
	Oct 19	Climate Action Steering Committee	Municipal Building	8:30 a.m.
	Oct 20	Community Improvement Corporation	College@Elm	12:00 p.m.
	Oct 24	Board of Zoning Appeals	Courthouse	6:30 p.m.
	Oct 30	Triennial Update Public Presentation, Ms. Nancy Nix Butler County Auditor	Courthouse	7:00 p.m.
	Nov 1	Environmental Commission	Municipal Building	7:00 p.m.
	Nov 7	City Council	Courthouse	7:30 p.m.

9. Adjourn.

Motion – To Adjourn at 8:21 p.m.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 7
NAY # 0
ABS # 0

