



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, DECEMBER 19, 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.

A regular meeting of the Oxford City Council was called to order by Mayor Snively on Tuesday, December 19, 2023, at 7:31 p.m. Members in attendance were Michael Smith, Amber Franklin, Jason Bracken, Alex French, David Prytherch, and Chantel Raghu.

Staff Members in Attendance

Mr. Doug Elliott, City Manager; Ms. Jessica Greene, Assistant City Manager; Mr. John Jones, Police Chief; Mr. Geoff Robinson, Police Lieutenant; Mr. John Detherage, Fire Chief; Mr. Sam Perry, Community Development Director; Mr. Mike Dreisbach, Service Director; Ms. Heidi Hill, Finance Director; Mr. Casey Wooddell, Parks and Recreation 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. Holli Hansel, 4226 Main Street, Darrrtown, Ohio; Mr. Tim Schiller, 118 Hilltop; and Ms. Chris Winkler, 5650 Brown Road - Ms. Hansel informed the Council on the Tallawanda Alumni Hall of Achievement. Ms. Hansel shared that this organization was made official in 2018. Ms. Hansel noted this Board is independent of the School District and is a 501c3 to recognize outstanding achievements from the Talawanda High School Alumni outside the Athletics area. Ms. Hansel reported an interest in establishing a scholarship program. (handout included in minutes)

Public Comment - Mr. Johannes Baurer, Newport, KY - Mr. Baurer spoke on behalf of Habitat for Humanity to provide a quick update. Mr. Baurer shared that Habitat for Humanity will be breaking ground in early 2024 on the 19th and 20th homes to be built on Fuller and Carter Way. Mr. Baurer noted bringing the total to 28 houses over the past ten years. Mr. Baurer shared that Habitat for Humanity was excited to find the next opportunity, whenever and wherever it may be.

Public Comment - Ms. Vanessa Cummings, 125 Marti Court - Ms. Cummings wished to address the issues discussed in the Council Work Session. Ms. Cummings shared that she served on the YWCA Board a few years ago and supported the YWCA project.

Public Comment - Mr. Ralinovsky, 3 Peabody Drive - Mr. Ralinovsky spoke in support of the OATS Trail. Mr. Ralinovsky also would like to see the City and the Talawanda School Board work out the Nelson Marrow Building logistics.

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 Ms. French
AYE # 7
NAY # 0
ABS # 0

- A. Minutes from the December 5, 2023, City Council Meeting (Heather Barbour, Clerk of Council)
- B. Report Regarding the Environmental Commission on December 6th, 2023 (Jessica Greene, Assistant City Manager)
- C. A Resolution Approving Then and Now Certificates for Purchase Orders Issued Above \$3,000.00 Where an Invoice was Received Prior to the Purchase Order Date, as a Requirement of Ohio Revised Code 5705.41(d). (Heidi Hill, Finance Director)

6. Resolutions.

- A. A Resolution Approving the Contract between the City of Oxford, Ohio, and the Non-Commissioned Police Division Employees and Authorizing the City Manager to Sign a Contract on Behalf of the City. (Douglas Elliott, City Manager)

Motion – To Adopt Resolution No. 7556.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherich
AYE # 7
NAY # 0
ABS # 0

Mr. Elliott presented his staff report and addressed questions and comments from the Council.

Mr. Elliott mentioned excluding pages 49 - 52 of the agenda packet because the TA's should be excluded. Mr. Prytherch moved to make a friendly amendment to remove pages 49-52 of the agenda packet from the record. Mayor Snively, hearing no opposition, accepted the friendly amendment.

Public Comment -None.

- B. A Resolution Authorizing the City Manager to Enter Into a New Agreement with Milford Township, Butler County, Ohio and Authorizing the City of Oxford to Provide Emergency Medical Services to the Western Portion of Milford Township Pursuant to the Agreement. (Douglas Elliott, City Manager)

Motion – To Adopt Resolution No. 7557.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 7
NAY # 0
ABS # 0

Mr. Elliott presented his staff report and addressed questions and comments from the Council.

Public Comment -None.

- C. A Resolution Authorizing the City Manager to Enter into a Contract with Jefferson Health Plan to Assist with our Self-Insured Health Benefits Program at a Cost of \$202,662.00 a Month. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7558.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 7
NAY # 0
ABS # 0

Ms. Greene presented her staff report and addressed questions and comments from the Council.

Public Comment -None.

- D. A Resolution Authorizing the Donation of \$15,000.00 of American Rescue Plan Funds to the Talawanda Oxford Pantry and Social Services (TOPSS) to be Used to Provide a Seasonal Cold Shelter (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7559.
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch
AYE # 7
NAY # 0

ABS # 0

Ms. Greene 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 Limiting the Number of Non-Medical Cannabis Dispensary Licenses to Two in the City of Oxford and Designating the Location for These Two Non-Medical Cannabis Dispensaries. (Douglas Elliott, City Manager)

Mr. Elliott presented his staff report and addressed questions and comments from the Council.

Public Comment -None.

2. An Ordinance to Amend Ordinance No. 3689 Regulating the Rates and Charges to be Charged and Collected and the Services to be Rendered by Glenwood Energy of Oxford, Inc., Its Successors, and Assigns for Gas and Gas Service Furnished to All of its Customers Within the Corporate Limits of the City of Oxford During the Period Ending October 31, 2025, by Authorizing Glenwood Energy of Oxford, Inc. to add a City Border Station Upgrade Rider. (Douglas Elliott, City Manager)

Mr. Elliott presented his staff report and addressed questions from the Council.

Public Comment -None.

B. Second Reading

1. An Ordinance Amending Ordinance No. 3697 Supplemental Budget Ordinance Number 8 to Make Supplemental Appropriations for Fiscal Year 2023. (Heidi Hill, Finance Director)

Motion – To Adopt Ordinance No. 3757.
(Roll Call Vote) 1st Ms. Raghu 2nd Ms. French

AYE # 7

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

NAY # 0

ABS # 0

Ms. Hill presented the changes included in her staff report since the first reading. Ms. Hill 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.

B. Future Meetings.

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

DATE Meeting

- | | | | | |
|----|--------|--------------------------------------|------------|-----------|
| 1. | Date | Meeting | Location | Time |
| | Dec 20 | Board of Building Appeals - CANCELED | Courthouse | 6:30 p.m. |
| | Dec 25 | City Offices Closed - Holiday | | |

Dec 26	City Offices Closed - Holiday		
Jan 1	City Offices Closed - Holiday		
Jan 2	City Council Meeting - CANCELED	Courthouse	7:30 p.m.
Jan 9	Planning Commission	Courthouse	7:00 p.m.
Jan 16	City Council	Courthouse	7:30 p.m.
Jan 17	Board of Building Appeals	Courthouse	6:30 p.m.
Jan 23	Board of Zoning Appeals	Courthouse	6:30 p.m.

9. Adjourn.

Motion – To Adjourn at 8:25 pm.
 (Voice Vote) 1st Ms. Raghu 2nd Ms. French
 AYE # 7
 NAY # 0
 ABS # 0