



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, JANUARY 16, 2024 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 Vice-Mayor Raghu on Tuesday, January 16, 2024, at 7:30 p.m. Members in attendance were Amber Franklin, Michael Smith, Alex French, Jason Bracken, and David Prytherch. Mayor Snavley was excused.

Staff Members in Attendance:

Mr. Douglas Elliott, City Manager; Ms. Jessica Greene, Assistant City Manager; Mr. John Jones, Police Chief; Mr. Michael Dreisbach, Service Director; Mr. John Detherage, Fire Chief; Mr. Geoff Robinson, Police Lieutenant; Mr. Casey Woddell, Parks and Recreation Director; Ms. Heidi Hill, Finance Director; Mr. Zachary Moore, City Planner/GIS Coordinator; 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 Mr. Prytherch 2nd Ms. Franklin
AYE # 6
NAY # 0
ABS # 0

4. Public Participation.

Public Comment - None.

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 Mr. Prytherch 2nd Ms. French
AYE # 6
NAY # 0
ABS # 0

A. Minutes of the December 19, 2023, City Council Work Session. (Heather Barbour, Clerk of Council)

B. Minutes of the December 19, 2023, City Council Meeting. (Heather Barbour, Clerk of Council)

- C. A Report Regarding the January 3, 2024, Environmental Commission Meeting (Jessica Greene, Assistant City Manager)
- D. Uptown Parks Permit Request - Butler County Health District for COVID Test Kit Distribution ROW 00567 (Jessica Greene, Assistant City Manager)

6. Resolutions.

- A. A Resolution Authorizing The City Manager To Enter Into An Agreement With Habitat For Humanity Of Greater Cincinnati For The Construction Of Housing To Serve Individuals And Families At Or Below 80% Of The Area Median Income On 601, 603 And 607 W. Chestnut Street. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7560.
(Voice Vote) 1st Mr. Prytherch 2nd Ms. Franklin
AYE # 6
NAY # 0
ABS # 0

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

Public Comment - None.

- B. A Resolution Authorizing the City Manager to Apply To The Ohio Department of Development Welcome Home Ohio Rehabilitation and Construction Program and work with Habitat for Humanity of Greater Cincinnati to apply for up to \$1,200,000.00 in construction funds for their proposed housing project at 601, 603, and 607 W. Chestnut Street. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7561.
(Voice Vote) 1st Mr. Prytherch 2nd Ms. French
AYE # 6
NAY # 0
ABS # 0

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

Public Comment - None.

- C. A Resolution Authorizing the Release of a Public Improvement Bond in the Amount of \$1,395,644.59 for Owl's Landing Subdivision (Block A and Block B), and Acceptance of a New Public Improvement Bond in the Amount of \$271,041.98 Ensuring the Completion of Owl's Landing Subdivision Public Improvements. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7562.
(Voice Vote) 1st Mr. Prytherch 2nd Ms. Franklin
AYE # 6
NAY # 0
ABS # 0

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

Public Comment - None.

- D. A Resolution Authorizing the City Manager to Apply For a Grant With the Ohio Environmental Protection Agency, Not to Exceed \$75,000, for Equipment Upgrades That Will Reduce the Potential for Groundwater Contamination from Road Deicing Salt Storage and Application. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7563.
(Voice Vote) 1st Mr. Prytherch 2nd Mr. Smith
AYE # 6
NAY # 0
ABS # 0

Mr. Dreisbach presented his 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 Amending The Official Zoning Map Of The City Of Oxford Ohio For Approximately 3.33 Acres Of Land Located At 601, 603, And 607 West Chestnut Street From Single-Family Low-Density Residential (R-1A) District To Single And Two-Family Residential (R-2A) District (Zachary Moore, City Planner / GIS Coordinator)

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

Public Comment - None.

2. An Ordinance Levying Upon the Lots and Lands Enumerated in the List of Estimated Assessments (Exhibit A) the Amounts Set Forth on Such List and Setting Forth Terms for Payment of Assessments. (Michael Dreisbach, Service Director)

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

Public Comment - Ms. Ann Fuehrer - Dana Drive - Ms. Fuehrer asked if a homeowner could find the schedule so they had some advanced notice about when the assessment would occur.

3. An Ordinance Amending Ordinance No. 3750 Supplemental Budget Ordinance Number 1 to Make Supplemental Appropriations for Fiscal Year 2024. (Heidi Hill, Finance Director)

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

Public Comment - None.

B. Second 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)

Motion – To Adopt Ordinance No. 3758.
(Roll Call Vote) 1st Mr. Prytherch 2nd Mr. Smith

AYE # 6

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

NAY # 0

ABS # 0

Mr. Elliott shared that he had no changes since the first reading and offered to answer any questions.

Public Comment - Mr. Glenn Ellerbe 158 Silver Leaf Drive - Mr. Ellerbe asked that the Council consider the economic development possibilities by implementing a permit program and tax as a non-discriminatory act.

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)

Motion – To Adopt Ordinance No. 3759.
(Roll Call Vote) 1st Mr. Prytherch 2nd Mr. Smith

AYE # 6

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

NAY # 0

ABS # 0

Mr. Elliott stated he had no changes since the first reading and offered to answer any questions.

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
	Jan 17	Board of Building Appeals - CANCELED	Courthouse	6:30 p.m.
	Jan 23	Board of Zoning Appeals - CANCELED	Courthouse	6:30 p.m.
	Jan 31	TRI Board and Oxford Recreation Board Annual Joint Meeting	LaRosa's	11:00 a.m.
	Feb 6	Records Commission	Municipal Building	5:00 p.m.
	Feb 6	City Council	Courthouse	7:30 p.m.
	Feb 7	Environmental Commission	Municipal Building	7:00 p.m.
	Feb 12	Oxford Recreation Board	Municipal Building	11:30 a.m.
	Feb 12	Public Arts Commission of Oxford	Municipal Building	4:15 p.m.
	Feb 13	Oxford Parking & Transportation Advisory Board	Municipal Building	8:30 a.m.
	Feb 13	Planning Commission	Courthouse	7:00 p.m.
	Feb 14	Historic & Architectural Preservation Commission	Courthouse	6:00 p.m.
	Feb 15	Climate Action Steering Committee	Municipal Building	8:30 a.m.
	Feb 15	Police Community Relations and Review Commission	Courthouse	7:00 p.m.
	Feb 20	City Council	Courthouse	7:30 p.m.

Motion – To Adjourn at 8:57 p.m.
(Voice Vote) 1st Mr. Smith 2nd Mr. Prytherch
AYE # 6
NAY # 0
ABS # 0