



MINUTES
OXFORD CITY COUNCIL REGULAR MEETING
COURTHOUSE
TUESDAY, FEBRUARY 6, 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 Mayor Snively on Tuesday, February 6, 2024, at 7:30 p.m. Members in attendance were Michael Smith, Amber Franklin, Jason Bracken, David Prytherch, and Alex French. Chantel Raghu 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. Sam Perry, Community Development Director; Mr. Geoff Robinson, Police Lieutenant; 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 Mr. Prytherch 2nd Ms. Franklin
AYE # 6
NAY # 0
ABS # 0

4. Public Participation.

A. Appointments to Boards and Commissions

Motion – To Appoint Ms. Suzanne Zazycki to the Civil Rights Commission and Mr. Jeffrey Kruth to fill an unexpired term on the Planning Commission.

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

AYE # 6

NAY # 0

ABS # 0

B. 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.

Public Comment - Ms. Ann Fuehrer, Dana Drive - Ms. Fuehrer spoke on behalf of the OCPJ and herself. Ms. Fuehrer asked that the Council please provide the opportunity to have an open public conversation that includes the chance to give feedback about the Council's strategy for addressing the deficit in funding for Fire/EMS. Ms. Fuehrer mentioned that Comprehensive Plan Goal C7A is connected livable and equitable community for all, and is glad that equitable is included because it suggests fairness and justice.

Public Comment - Ms. Kathi Brinkman, Emerald Woods Drive - Ms. Kathie Brinkmann added to Ms. Fuehrer's comment as a board member of the OCPJ. Ms. Brinkmann shared that she had been here about a year ago for a City Council Work Session where the City Manager gave a detailed report regarding the Fire/EMS funding. Ms. Brinkman mentioned it is difficult to find information online since Council Work Sessions aren't recorded. Ms. Brinkman stated that three things are needed, information on the website, a presentation/agenda item at City Council meeting, and an opportunity for the public to ask questions voice their concerns.

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 January 16, 2024, City Council Work Session. (Heather Barbour, Clerk of Council)
- B. Minutes of the January 16, 2024, City Council Meeting. (Heather Barbour, Clerk of Council)
- C. Minutes of the January 30, 2024, Work Session Retreat. (Heather Barbour, Clerk of Council)
- D. A Resolution Authorizing the Sale of Salvaged, Junk, and/or Abandoned Motor Vehicles. (John Jones, Police Chief)

6. Resolutions.

- A. A Resolution Authorizing the City Manager to enter into a Contract with McCluskey Chevrolet for the Purchase of a 2024 Silverado at Open Market Pricing at a Cost Not to Exceed \$56,685.00. (John Detherage, Fire Chief)

Motion – To Adopt Resolution No. 7565.
(Voice Vote) 1st Mr. Prytherch 2nd Ms. Franklin
AYE # 6
NAY # 0
ABS # 0

Chief Detherage presented his staff report and addressed questions and comments from the Council.

Public Comment - None.

- B. A Resolution Declaring that it is Necessary to Improve those Portions of Certain Properties as Shown on Exhibit "A" Attached Hereto in the City of Oxford, OH by Repaving, Re-Curbing, and Repairing the Sidewalks, Curbs, and Gutters. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7566.
(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.

- C. A Resolution Authorizing the City Manager to Enter Into a Five-Year Contract with Flock Group, Inc. for the Subscription of Cameras and Data Storage, Software Licensing, and Support for the Police Division at a Cost Not to Exceed \$50,600.00 for the First Year and \$42,000.00 Annually. (John Jones, Police Chief)

Motion – To Adopt Resolution No. 7567.
(Voice Vote) 1st Mr. Prytherch 2nd Ms. French
AYE # 6
NAY # 0
ABS # 0

Chief Jones presented his staff report and addressed questions and comments from the Council.

Public Comment - None.

- D. A Resolution Directing the City Manager to Submit a \$1,000,000.00 Affordable Housing Program Proposal to the Butler County Commissioners as an Allocation of their American Rescue Plan Funds. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7568.
(Voice Vote) 1st Ms. Franklin 2nd Ms. French
AYE # 6
NAY # 0
ABS # 0

Ms. Greene presented her staff report and addressed questions and comments from the Council. Ms. Greene introduced Ms. Megan Golike, Director of Operations of Habitat for Humanity of Greater Cincinnati. Ms. Golike spoke about measures Habitat for Humanity has in place to keep the houses affordable, such as a 0% interest mortgage over 30 years and a 30-year second forgivable mortgage. Ms. Golike addressed questions and comments from the Council.

Public Comment - None.

- E. A Resolution Authorizing the City Manager to Grant \$300,000.00 of the City Of Oxford's American Rescue Plan Act (ARPA) Funds to the Talawanda Oxford Pantry and Social Services (TOPSS) for the Engineering, Design, and Construction of a New Facility. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7569.
(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. Ms. Greene introduced Ms. Sherry Martin, Executive Director of TOPSS. Ms. Martin thanked the Council for considering this Resolution. Ms. Martin shared that the funds would help to keep the project on target.

Public Comment - Ms. Susie Hummel, Secretary of the TOPSS Board, Hickory Hill Drive - Ms Hummel thanked the Council for considering this Resolution because the amount of people TOPSS has helped in the past year has went up considerably. Ms. Hummel stated the demand and need is definitely there and the funds for the new building would help fill the gap.

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 to Approve Current Replacement Pages to the Oxford Codified Ordinances. (Douglas Elliott, City Manager)

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

Public Comment - None.

B. Second 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 (Sam Perry, Community Development Director)

Motion – To Adopt Ordinance No. 3760.

(Roll Call Vote) 1st Mr. Prytherch 2nd Ms. Franklin

AYE # 6

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

NAY # 0

ABS # 0

Mr. Perry reported no changes since the first reading and offered to answer any questions.

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)

Motion – To Adopt Ordinance No. 3761.

(Roll Call Vote) 1st Mr. Prytherch 2nd Mr. Smith

AYE # 6

Mr. Bracken, Mr. Smith, Ms. Franklin, Ms. French, Mr. Prytherch, and Mayor Snavley.

NAY # 0

ABS # 0

Mr. Dreisbach reported no changes since the first reading and offered to answer any questions.

Public Comment - None.

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

Motion – To Adopt Ordinance No. 3762.

(Roll Call Vote) 1st Mr. Prytherch 2nd Ms. French

AYE # 6

Mr. Bracken, Ms. Franklin, Ms. French, Mr. Prytherch, Mr. Smith, and Mayor Snavley.

NAY # 0

ABS # 0

Ms. Hill reported 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
	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 & Review Commission	Courthouse	7:00 p.m.
	Feb 19	City Offices Closed- Holiday		
	Feb 20	City Council	Courthouse	7:30 p.m.
	Feb 21	Board of Building Appeals	Courthouse	5:30 p.m.
	Feb 27	Board of Zoning Appeals	Courthouse	6:30 p.m.
	Mar 5	City Council	Courthouse	7:30 p.m.
	Mar 6	Environmental Commission	Municipal Building	7:00 p.m.

9. Adjourn.

Motion – To Adjourn at 8:35 p.m.
 (Voice Vote) 1st Mr. Prytherch 2nd Ms. French
 AYE # 6
 NAY # 0
 ABS # 0