



**MINUTES**  
**OXFORD CITY COUNCIL REGULAR MEETING**  
**COURTHOUSE**  
**TUESDAY, APRIL 15, 2025 AT 7:30 PM**

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**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.

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1. Roll Call.

A regular meeting of the Oxford City Council was called to order by Mayor Snavely on Tuesday, April 15, 2025, at 7:30 p.m. Members in attendance were Chantel Raghu, Jason Bracken, Amber Franklin, David Prytherch, Alex French, and Michael Smith.

Staff Members in Attendance

Mr. Douglas R. Elliott, Jr., City Manager; Mr. Michael Dreisbach, Service Director; Mr. Sam Perry, Community Development Director; Mr. John Detherage, Fire Chief; Ms. Heidi Ridenour, Finance Director; Ms. Deanna Barbour, Acting 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.

A. Proclamation - Arbor Day 2025

Mr. Dreisbach accepted the Proclamation on behalf of the Environmental Commission.

B. Presentation - TOPPS Annual Update

Ms. Sherry Martin, Executive Director of TOPSS, began the presentation (slides included in minutes) with the 2024 impact numbers. Ms. Martin reported that TOPSS had served 1,421 families and individuals, fed 3,486 people and 1,397 households, and made 2,846 home deliveries. Ms. Martin shared the housing stability impact and cold shelter impact numbers. Ms. Martin touched on a few challenges the cold shelter presented. Ms. Martin concluded her presentation with a building update and offered to answer any questions.

C. 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 congratulated TOPSS on their work. Ms. Fuehrer mentioned her time at TOPSS as the Executive Director during the pandemic. Ms. Fuehrer thanked the City and the County for the ARPA funds for the new building. Ms. Fuehrer noted that some of the changes at the federal level will be devastating locally. Ms. Fuehrer stated that OASH is working to increase community awareness of the need for affordable housing.

Public Comment - Ms. Sydney Smith and Ms. Sarah Fitz Simmons, Spring Street - Ms. Smith and Ms. Fitz Simmons explained they are Miami students and that they are working on a community engagement project for a class. Ms. Smith stated that one common issue was litter, especially in the uptown area. Ms. Smith mentioned the significant and sufficient amount of garbage cans along High Street, but there is a lack of public recycling available. Ms. Smith suggested that the implementation of recycling bins would be beneficial. Ms. Smith mentioned discussions and a survey with community members and students. Ms. Smith reported a lot of interest was shown in implementing these public recycling bins, especially along High Street near Bagle and Deli and Skippers. Ms. Smith thanked the Council for considering their ideas.

Ms. Smith and Ms. Fitz Simmions submitted an online public comment to Council, also included in the minutes.

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. Franklin

AYE # 7

NAY # 0

ABS # 0

- A. Minutes from the April 1, 2025, City Council meeting. (Heather Barbour, Clerk of Council)
  
- B. A Resolution Declaring Certain City Property No Longer Needed For Any Municipal Purpose As Surplus And Authorizing Its Advertisement And Sale To The Highest Bidder By Internet Auction. (John Detherage, Fire Chief)
  
- C. A Resolution Declaring Certain City Property No Longer Needed For Any Municipal Purpose As Surplus And Authorizing Its Advertisement And Sale To The Highest Bidder By Public Auction, Including Internet Electronic Auction Or Donation To A Public Agency Or Non-Profit Corporation. (Michael Dreisbach, Service Director)

6. Resolutions.

- A. A Resolution Accepting The Bid And Authorizing The City Manager To Enter Into An Agreement With Elam's Excavating, LLC For The Replacement And Upsizing Of The High Street Water Main From College Avenue To Locust Street At A Cost Of

\$223,793.50 With A Contingency In The Amount Of \$22,379.35 For A Total Cost Not To Exceed \$246,172.85. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7698.  
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prythrch  
AYE # 7  
NAY # 0  
ABS # 0

Public Comment - None.

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

- B. A Resolution To Declare The Necessity And Intent To Acquire A Perpetual Easement Over Certain Parcels Of Real Estate Owned By Lara C. Osborne, Trustee, With Interest By Others, To Expand The Oxford Area Trail System (OATS) By Adding The Roadway Trail For Phase V Of This Multimodal Transportation Project Located In The City Of Oxford, Ohio. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7699.  
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch  
AYE # 7  
NAY # 0  
ABS # 0

Public Comment - None.

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

- C. A Resolution To Declare The Necessity And Intent To Acquire A Perpetual Easement Over A Certain Parcel Of Real Estate Owned By EVR Investments, LLC, With Interest By Others, To Expand The Oxford Area Trail System (OATS) By Adding The Roadway Trail For Phase V Of This Multimodal Transportation Project Located In The City Of Oxford, Ohio. (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7700.  
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch  
AYE # 7  
NAY # 0  
ABS # 0

Public Comment - None.

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

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 Appropriate Certain Real Property Interests Owned By Lara C. Osborne, Trustee, To Expand The Oxford Area Trail System (OATS) By Adding The Roadway Trail For Phase V Of This Multimodal Transportation Project Located In The City Of Oxford, Ohio, And Declaring An Emergency. (Michael Dreisbach, Service Director)

Motion – To Adopt Ordinance No. 3820.  
(Roll Call Vote) 1st Ms. Raghu 2nd Mr. Prytherch

AYE # 7

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

NAY # 0

ABS # 0

Public Comment - None.

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

2. An Ordinance To Appropriate Certain Real Property Interests Owned By EVR Investments, LLC, To Expand The Oxford Area Trail System (OATS) By Adding The Roadway Trail For Phase V Of This Multimodal Transportation Project Located In The City Of Oxford, Ohio, And Declaring An Emergency. (Michael Dreisbach, Service Director)

Motion – To Adopt Ordinance No. 3821.  
(Roll Call Vote) 1st Ms. Raghu 2nd Mr. Prythech

AYE # 7

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

NAY # 0

ABS # 0

Public Comment - None.

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

B. Second Reading

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. Apr 16 Board of Building Appeals - CANCELED | Courthouse  | 5:30 p.m. |
| Apr 17 Housing Advisory Commission             | College@Elm | 5:00 p.m. |
| Apr 22 Board of Zoning Appeals - CANCELED      | Courthouse  | 6:30 p.m. |
| May 1 Housing Advisory Commission              | College@Elm | 5:00 p.m. |

May 6 City Council  
May 7 Environmental Commission

Courthouse 7:30 p.m.  
Municipal 6:00 p.m.  
Building

9. Adjourn.

Motion – To Adjourn at 8:15 p.m.  
(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch  
AYE # 7  
NAY # 0  
ABS # 0