

A Regular meeting of the Oxford City Council was called to order by Mayor Kevin McKeegan on Tuesday, January 21, 2014 at 7:15 p.m. Those members present were Bob Blackburn, Richard Keebler, Kate Rousmaniere, Mike Smith, Steve Snyder and Edna Southard.

Staff members present: Mr. Doug Elliott, City Manager; Mr. Mike Dreisbach, Service Director; Mr. Joe Newlin, Finance Director; Mr. Bob Holzworth, Police Chief; Mr. Jung-Han Chen, Community Development Director; Mr. Alan Kyger, Economic Development Director; Mr. Steve McHugh, Law Director, and Ms. Kim Newton, Assistant to the City Manager.

ADJOURN TO EXECUTIVE SESSION

Mr. Blackburn moved to adjourn to Executive Session immediately in accordance with Ohio Revised Code Section 121.22 (G) (1) and (G) (3) for the purpose of discussing appointments to Boards. Ms. Rousmaniere seconded. The motion passed by the following roll call:

AYE: Mr. Keebler, Ms. Rousmaniere, Mr. Smith, Ms. Southard, Mr. Snyder, Mr. Blackburn, Mayor McKeegan (7)

NAY: None (0)

ABS: None (0)

RETURN FROM EXECUTIVE SESSION

Mr. Keebler moved to adjourn from Executive Session at 7:32 p.m. Mr. Blackburn seconded. The motion passed 7-0-0.

PLEDGE OF ALLEGIANCE

Mayor McKeegan requested the Pledge of Allegiance.

APPROVAL OF AGENDA

Mr. Snyder moved to approve the agenda. Ms. Rousmaniere seconded. The motion passed 7-0-0.

PUBLIC PARTICIPATION

PUBLIC COMMENTS

Mr. David Brown, Butler County Auditor's Office, advised the deadline for purchasing dog tags for \$14.00 was January 31st and encouraged citizens to purchase them on line at butlercountyauditor.org. Mr. Brown noted dog tags could also be purchased by mail or locally at the Animal Care Clinic or the Oxford Veterinary Hospital. Mr. Brown advised after January 31st the tags were \$28.00.

Mr. Brown advised the 2014 reappraisal process was complete in this area and it was 77% complete in Butler County for residential properties.

Mr. Brown advised tax bills would be mailed on February 7th and the due date was March 6, 2014. Mr. Brown encouraged those 65 years of age or older to apply for a Homestead Exemption if their total income was \$30,500 or less. Mr. Brown noted the due date to apply for the Homestead Exemption was June 2, 2014.

Mayor McKeehan thanked Mr. Brown for the updates.

CONSENT AGENDA

MINUTES

Minutes of the January 7, 2014 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

REPORTS

Report regarding the January 8, 2014 Historic and Architectural Preservation Commission Meeting. (Jung-Han Chen, Community Development Director)

Report regarding the January 8, 2014 Environmental Commission Meeting. (Mike Dreisbach, Service Director)

RESOLUTION

CONTRACT WITH VERIZON

A Resolution No. 4808 authorizing the City Manager to enter into a twelve (12) month agreement with Verizon Wireless to provide cellular service for up to seventy five (75) units for the City of Oxford in accordance with General Services Administration (GSA) Federal Supply Schedule number GS-35F-0119P at an estimated cost of thirty five thousand two hundred dollars (\$35,200.00). (Bob Holzworth, Police Chief)

Mr. Blackburn moved to approve the consent agenda. Mr. Snyder seconded. The motion passed 7-0-0.

RESOLUTIONS

RESOLUTION

GRANT APPLICATION

A Resolution No. 4809 of Council authorizing the City Manager to submit an Ohio Department of Natural Resources grant application requesting funding through the Recreational Trails Program and the Clean Ohio Trails Fund in the amount of \$625,000.00 of which 25% will be the local match (\$125,000.00), to be secured through private donations for the construction of a multi-use recreational trail. (Alan Kyger, Economic Development Director)

Mr. Kyger noted the City Manager asked him to prepare the staff report for the proposed legislation as the staff liaison to the Visitors Bureau. Mr. Kyger advised the state allowed municipalities to submit one grant application requesting funds for two grants through the Recreation Trails Program and the Clean Ohio Trails Fund.

Mr. Kyger discussed his staff report as presented on paged 21 and 22 of the agenda noting in the early 2000's a group of Oxford citizens organized themselves as a grassroots organization for the purpose of creating a ten mile multi-use recreation trail around the City of Oxford. Mr. Kyger advised after research, fundraising and a study of the surrounding land the group created the Oxford Area Trails System (OATS). Mr. Kyger noted in 2007 the Oxford City Council officially integrated the OATS Trail into the Oxford Thoroughfare Plan and it was a Policy Objective of the 2008 Oxford Comprehensive Plan. Mr. Kyger displayed a slide of the proposed OATS Trail and noted if successful, the grant funds would be used to construct a section of the trail from the Black Covered Bridge to Bonham Road, install signage on an existing pathway from Bonham Road to Oxford-Trenton Road and to fill in sidewalk connectivity issues from the Black Covered Bridge to the City of Oxford along Morning Sun Road. Mr. Kyger advised in 2013, the Oxford Visitors Bureau began studying the creation of a multi-use trail between Oxford and Hueston Woods in an effort to promote Oxford and Hueston Woods as recreation destinations and it was decided that moving forward with the already designed OATS trail would be a better project at this time. Mr. Kyger noted the local match for the grant was \$125,000.00.

Ms. Jessica Greene, Executive Director, Oxford Visitors Bureau, advised the Oxford Visitors Bureau would apply for the grant through the City of Oxford. Ms. Greene noted the OATS Committee had been working hard to get community support for the project and they had the support of Butler County Metro Parks and the Oxford Museum Association. Ms. Greene advised support was pending from Miami University and all of the support had been very positive verbally. Ms. Green noted the maximum funding was \$500,000 and the City was required to make a \$125,000 match. Ms. Greene advised the OATS Committee already raised \$25,000 from residents and another \$10,000 was pending. Ms. Greene noted the OATS Committee raised \$80,000 in the past for engineering and other studies and she felt they could do it again. Ms. Greene advised In-Kind donations could be used towards the matching funds and she could apply for other grants from smaller foundations to put towards the matching funds.

Ms. Rousmaniere inquired when the deadline for submitting the grant application was and Ms. Greene advised February 1, 2014. Ms. Rousmaniere referred to the map on the slide and inquired if the \$625,000 would cover the green flat line and the green dotted line. Ms. Greene advised it would cover the green flat line and signage for the green dotted line. Ms. Greene noted the proposed trail would connect two historic places, the Black Covered Bridge and the DeWitt Cabin.

Mr. Marty Creech, advised he was excited to see the proposed project move forward noting the concept to connect all of the recreation areas, schools, and historic sites in the City with a path used by walkers and bicyclists came about 15 years ago. Mr. Creech advised he felt the multi-use trail would bring people to Oxford from a visitors standpoint and it would also make people see Oxford as a desirable place to live. Mr. Creech noted his hope that Council saw the benefits of the proposal and would approve the Resolution.

Mr. David Prytherch, 6195 Contreras Road, noted this project represented an incredible amount of collaboration between people and there was an incredible wealth of different organizations and jurisdictions working on the project which Ms. Greene had taken the lead of. Mr. Prytherch advised the project was part of a bigger picture and making it happen required a lot of collaboration.

Mr. Prytherch noted he felt the project would be a great asset to the City of Oxford and the planning of the project led by Ms. Greene involved great support from the City of Oxford, Miami University, Oxford Township, input from Hueston Woods State Park, Butler County Metro Parks and the Oxford Museum Association. Mr. Prytherch noted the potential to link two City parks, a new Butler County Metro Park, and Miami University Public Natural Areas all in one segment. Mr. Prytherch noted the recreational and economic benefits of a multi use trail. Mr. Prytherch advised the Planning Commission had been looking at pedestrian and bicycle safety issues along the 732 corridor and the proposed trail addressed some of the public safety issues. Mr. Prytherch noted a grant was a gamble but it was worth the effort. Mr. Prytherch advised he appreciated City staff's effort in preparing research and in being the applicant and noted the community was taking responsibility for raising the local match.

Mr. Snyder and Mayor McKeehan noted their support for the proposed project. Ms. Rousmaniere noted the proposed trail would also link to the American Discovery Trail which was a national trail going through this area.

Ms. Rousmaniere moved to adopt Resolution No. 4809. Mr. Blackburn seconded. The motion passed 7-0-0.

RESOLUTION **AGREEMENT WITH CDW-G**

A Resolution No. 4810 authorizing the City Manager to enter into an agreement with CDW-G for the purchase of twenty one (21) Windows 8.1 tablet devices for the Patrol Division's fleet in accordance with the National Joint Powers Alliance contract #111309-CDW at a cost not to exceed \$53,550.18. (Bob Holzworth, Police Chief)

Chief Holzworth advised this was a transformational project and in conjunction with another project for a new CAD System it would radically change how the Police Department did their work. Chief Holzworth noted computers had been in police vehicles for a long time and their current cost was \$5,000 to \$6000. Chief Holzworth recommended replacing the in-car computers with the Windows 8.1 tablet devices and noted a team of people had studied technology for this project for 21 months. Chief Holzworth advised Sergeant Robinson was instrumental in the study and he recommended purchasing the tablets for under \$1,000 each. Chief Holzworth noted the beginning piece of this project was the acquisition of the InterAct Mobile server from the Fairfield Police Department which allowed the Oxford Police Department to maintain local control of the Mobile Data Computer software interface. Chief Holzworth advised as the project continued the department learned that the in-car laptops were aging and becoming cost prohibitive to repair. Chief Holzworth noted the tablet device had been vetted in the field and reviewed by the City's IT company with very positive feedback. Chief Holzworth advised as part of the vetting process two software packages were also tested: Columbitech's mobile virtual private network client and Airwatch's Mobile Device Management suite and the tablet maintained a persistent, secure connection with the City network which was very important. Chief Holzworth offered to answer any questions.

Mr. Keebler inquired what the budgeted amount for this project was and Mr. Elliott advised \$59,400. Mr. Keebler noted he was glad to see the project was under budget.

Ms. Southard inquired why the cost was \$59,400 when the tablets were under \$1,000 each. Chief Holzworth referred to page 29 of the agenda and advised what the costs were for keyboards, software, lockable vehicle mounts and professional installation.

Ms. Rousmaniere inquired if other departments in the region were using these devices or if it made a difference.

Sergeant Robinson noted he was not sure what other departments were using. Sergeant Robinson advised after April 2014 Windows XP would no longer be supported by Microsoft which would be a violation of FBI requirements. Sergeant Robinson noted if personal data was transmitted over the City's network it had to be on a secure system and Windows XP would no longer be secure. Sergeant Robinson advised Windows 8.1 was the latest and greatest Microsoft product and it would allow the Police Department to run encrypted networks and to click on data and make sure it was secure and stable and free from any type of intrusion on the network.

Mayor McKeehan noted he felt this was a bold move into the future and much needed.

Mr. Keebler moved to adopt Resolution No. 4810. Mr. Snyder seconded. The motion passed 7-0-0.

RESOLUTION **AGREEMENT WITH ODOT**

A Resolution No. 4811 authorizing the City Manager to enter into an agreement with the Ohio Department of Transportation and to deposit funds in an amount not to exceed \$37,500.00 with the Ohio Department of Transportation for the U.S.-27 South Improvement Project (PID #81769). Mike Dreisbach, Service Director)

Mr. Dreisbach recapped the major roadway improvement projects that had occurred in Oxford over the past several years. Mr. Dreisbach advised this evening he would discuss the U.S.-27 South improvement project noting the design was complete and the necessary right-of-way had been acquired for the project. Mr. Dreisbach advised the improvements would consist of a new bridge over Collins Run, two 12 foot travel lanes, 2 paved shoulders, curb and gutter on both sides of the street along with sidewalks on both sides of the street. Mr. Dreisbach noted turn lanes would be installed at major intersections and modern upgrades would be made to traffic control signals. Mr. Dreisbach advised the total project cost was ten million dollars with the vast majority being paid by federal funds through earmarks obtained by the City and Miami University several years ago. Mr. Dreisbach noted a small piece of the funding package was a \$150,000 contribution from the OKI Regional Council of Governments which required a local match by the City of Oxford of \$27,000.00. Mr. Dreisbach advised bids for the project would be opened in a little more than 2 weeks and ODOT would award the project in early March with construction beginning soon after. Mr. Dreisbach noted it would be a difficult project to construct and there would be travel delays during construction. Mr. Dreisbach advised it would be wise for commuters to use alternate routes where possible.

Ms. Rousmaniere inquired why the Resolution was for \$37,500 when Mr. Dreisbach advised the City's local match was \$27,000.

Mr. Dreisbach advised the budgeted line item was for \$37,500 and he was asking Council to use the extra money as a contingency fund. Mr. Dreisbach noted the project would be built and managed by ODOT and the City would not have control over change orders. Mr. Dreisbach advised if change orders were authorized there might be a local share the City would be responsible for.

Ms. Southard inquired how the public would be informed of alternate routes. Mr. Dreisbach advised they would be posted on the City's website and in local newspapers. Mr. Dreisbach noted the County Engineer's Office and ODOT's websites would also post information regarding the project. Mr. Dreisbach advised he would have more information once he knew who the contractor was and they held their pre-construction meeting.

Mayor McKeehan noted Miami University would need to educate students and visitors coming into town about the project and possible travel delays. Mr. Dreisbach noted the City's Parks and Recreation Director was working with the Oxford Visitors Bureau to get the word out to teams that might travel to the City.

Mr. Snyder moved to adopt Resolution No. 4811. Mr. Blackburn seconded. The motion passed 7-0-0.

ORDINANCE **FIRST READING**

ORDINANCE **SUPPLEMENTAL BUDGET**

An Ordinance Amending Ordinance No. 3249. Supplemental Budget Ordinance Number 1 To Make Supplemental Appropriations For Fiscal Year 2014. (Joe Newlin, Finance Director)

Mr. Newlin noted he distributed an updated staff report to Council prior to the meeting which reflected an item he would discuss in a few minutes. Mr. Newlin referred to page 46 of the agenda and noted the correction to the 2014 budget to increase revenue by \$1,800,000 to reflect money not received yet from the state as reimbursement for the US-27 South right-of-way acquisitions. Mr. Newlin advised he just received pricing on data conversion from the City's current financial software provider so it could be uploaded to the new software package. Mr. Newlin noted the price came in at \$13,700 and he estimated \$6,465 for the 2014 budget. Mr. Newlin advised he would work with the vendor to get that number quantified and reduced but he wanted to include it in the supplemental budget so he could move forward with getting the data to the new software provider.

Mr. Keebler suggested using a third party to do the data conversion and noted the current provider had no incentive to provide a good price for that service. Mr. Keebler advised he was surprised the new software vendor could not extract the data.

Mr. Newlin advised the current software was very proprietary and the new software was a Microsoft product. Mr. Newlin noted he had some ideas on ways to get the pricing lowered.

ORDINANCES
SECOND READING

None.

ANNOUNCEMENTS

Mr. Elliott advised each year, the Ohio EPA completed a survey of residential water and sewer rates calculated on a set amount of consumption. Mr. Elliott noted the 2011 average annual residential sewer rate in Ohio was \$557, a 3.0% increase over 2010. Mr. Elliott advised the City of Oxford's annual sewer rate for the same amount of consumption was \$506 which was 9.2% less than the statewide average. Mr. Elliott noted in 2011 the average annual residential water rate in Ohio was \$529, a 5.2% increase over 2010. Mr. Elliott advised the City of Oxford's annual water rate for the same amount of consumption was \$373 which was 29.5% less than the statewide average. Mr. Elliott noted the Southwest Regional Water District rate was \$597 for the same amount of consumption and the City of Oxford's water rate was 37.5% less than the Southwest Regional Water District. Mr. Elliott advised the City had not raised water rates since 2009 and sewer rates had not been raised since 1997. Mr. Elliott noted the City of Oxford had some very competitive utility rates and those rates would continue to be competitive as in 2014 the City would make the last debt service payment of \$887,000 on a bond issued in 1992 to fund a new water treatment plant, additional wells off of US 127, and a transmission line which added much needed water capacity.

Chief Holzworth advised the City had been under a Level One Snow Emergency twice in the last 3 days. Chief Holzworth encouraged everyone to go online to see if the City was under a snow emergency as 100 parking citations were issued this morning and 10 cars were towed. Chief Holzworth also encouraged everyone to sign up for Nixle to receive alerts in the community.

Mr. Keebler encouraged people signing up for Nixle to choose text message verses email as text messages were received almost immediately. Mr. Keebler noted people could sign up to receive alerts from the Sheriff's Office and Oxford Township as well.

Mr. Kyger congratulated the Bishop Square developers for recycling almost 100% of the former Wal-Mart building and noted the parking lot was now being recycled.

Mr. Kyger advised Furniture 1,2,3 was now Furniture Fair and Furniture Fair was the parent company.

Ms. Rousmaniere noted the Dr. Martin Luther King celebration at the Oxford Community Arts Center yesterday was very successful with over 200 people in attendance. Ms. Rousmaniere advised there was a wonderful service and music provided by the Bethel AME Church. Ms. Rousmaniere noted the great partnership between the City, Miami University, the NAACP, Oxford Citizens for Peace and Justice, the Talawanda School District and the Smith Library. Ms. Rousmaniere stated she looked forward to next year's celebration.

Mr. Blackburn thanked Mr. Dreisbach and his staff for keeping the streets clean and clear.

Mr. Keebler advised Nixle provided more than just snow emergency alerts and noted there was an accident north of town last week that involved an environmental spill and Nixle alerted people to avoid that area. Mr. Keebler advised Nixle was a worthwhile and free service.

Mr. Snyder echoed Mr. Keebler's comments about Nixle.

Mayor McKeehan noted he was also a proponent of Nixle.

Mayor McKeehan advised Rumpke was now accepting cartons for recycling that they did not previously including milk cartons, juice cartons, broth cartons and wine cartons. Mayor McKeehan noted Oxford had led the county in recycling percentages for many years and this addition would further that effort.

ADJOURN

Mr. Keebler moved to adjourn at 8:20 p.m. Mr. Snyder seconded. The motion passed 7-0-0.