City of Oxford OHIO
HOME OF MIAMI UNIVERSITY

Agenda

Oxford City Council

Court House

TUESDAY, MARCH 17, 2020

EXECUTIVE SESSION
None.

1. Roll Call. Mike Smith, Mayor; William Snavely, Vice-Mayor; David Prytherch; Jason Bracken; Chantel Raghu; Glenn Ellerbe; Edna Southard

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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, proceed to the podium, 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.

REGULAR MEETING
7:30 P.M.

PLEDGE OF ALLEGIANCE

2. Approval of Agenda.

This facility is wheelchair accessible. If you plan to attend this meeting and you have a disability that requires special arrangements, please notify the City Manager's office 48 hours in advance so that reasonable accommodations can be made.

3. Public Participation.

A. Proclamation – "Education & Sharing Day Oxford"

Proclamation

B. Presentation – The City of Oxford's COVID-19 Response.

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. 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.

4. Consent Agenda.

A. Minutes of the March 3, 2020 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

Minutes

B. Report regarding the March 4, 2020 Environmental Commission Meeting. (Mike Dreisbach, Service Director)

Report

C. A Resolution accepting the insurance bid of Insurance Specialist Group, Inc., DBA Love Insurance Partners for the City's property and causality insurance coverage for 2020. (Joe Newlin, Finance Director)

Staff Report/Resolution

5. Resolutions.

1. A Resolution authorizing the use of technology for holding official meetings of Council while under a State of Emergency. (Chris Conard, Law Director)

Staff Report/Resolution

2. A Resolution No. 7176 authorizing the City Manager to waive parking meter fees on High Street, East Park Place, West Park Place, Poplar Street, Main Street and Beech Street between Walnut Street and Church Street, and in Lot 52 from 9:00 a.m. on Tuesday, March 17, 2020 until such time as Council deems appropriate to end. (William Snavely, Vice Mayor)

Resolution

6. Ordinances.

A. First Reading

1.An Ordinance Amending Ordinance No. 3538. Supplemental Budget Ordinance Number 3 To Make Supplemental Appropriations For Fiscal Year 2020. (Joe Newlin, Finance Director)

Staff Report/Resolution

B. Second Reading – None.

7. A. Announcements & Communications.

1. 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 will be held at the Court House unless otherwise indicated.)

WED - Mar 18 Board of Zoning Appeals Meeting 6:30 p.m. Cancelled

FRI - Apr 3 Student Community Relations Commission Meeting 3:00 p.m. LCNB

TUES –Apr 7 City Council Meeting 7:30 p.m.

WED – Apr 8 Historic & Architectural Preservation Commission Meeting 6:15 p.m.

WED – Apr 8 Environmental Commission Meeting 7:00 p.m. Municipal Building

THUR –Apr 9 Recreation Board Meeting 11:30 a.m. Municipal Building

MON - Apr 13 Oxford Parking & Transportation Advisory Board 9:30 a.m. Municipal Bldg.

TUES – Apr 14 Public Arts Commission of Oxford Meeting 4:30 p.m. Municipal Building

TUES - Apr 14 Planning Commission Meeting 7:00 p.m.

WED - Apr 15 Board of Zoning Appeals Meeting 6:30 p.m. Cancelled

FRI - Apr 17 City Council Retreat 1:00 p.m. Marcum Center

FRI - Apr 17 Student Community Relations Commission Meeting 3:00 p.m. LCNB

MON – Apr 20 Housing Advisory Commission Meeting 1:30 p.m. Municipal Building

8. Adjourn.

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to City Manager		Finance Originating Department
Council Meeting Of :	3/17/2020	
Account Code No. :	see below	Joe Newlin Prepared By
Budgeted Amount :		3/10/2020 Date Prepared

Agenda Title: **2020 Supplemental Budget #3**

Recommendation: **Approve**

Issue 1
To make adjustment to budget for additional temporary MIS services due to the conversion of all the City's PC to Windows 10 and reorganization of the City Manager's office from unencumbered balance

Action Needed:

Revenue Side

N/A

Expense Side

General Fund (110)	13,900.00	Expenditures for MIS services
Net Effect on Fund Balance/(s) Increase/(Decrease)	(13,900.00)	
Total Net Effect on Fund Balance/(s) Increase/(Decrease)	(13,900.00)	
Breakdown by Fund		
General Fund (110)	(13,900.00)	
Net Effect on Fund Balance/(s) Increase/(Decrease)	(13,900.00)	

Approved By:		Initials	Date
	Department Head:	[signature]	3/10/20
	Asst City Manager:	J.G.	3/13/20

F:\General Accounting\2020\Ordinances\Supplementals\Staff Report SB 3.xlsx

ORDINANCE NO.

AN ORDINANCE AMENDING ORDINANCE NO.3538. SUPPLEMENTAL BUDGET ORDINANCE NUMBER 3 TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2020.

WHEREAS, additional appropriations are needed for the current fiscal year and monies are available for appropriation in those funds, and changes to estimated revenues.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY ORDAINS THAT:

SECTION 1: Additional appropriations are needed for the current fiscal year and monies are available for appropriation in those funds, and changes to estimated revenues;

SECTION 2: The following increase/(decrease)in appropriations from unencumbered balances be made:

General Fund 110	13,900.00

SECTION 3: In all other respects, Ordinance No. 3493 shall remain in full force and effect.

SECTION 4: This ordinance shall take effect immediately upon its adoption.

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MAYOR

ADOPTED: ________________

ATTEST:

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CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MIKE SMITH

PREPARED BY: LAW (STAFF)

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Law
Originating Department

Council Meeting Of: March 17, 2020

Mary Ann Eaton
Prepared By

Account Code No. #: N/A

Budgeted Amount: N/A

March 16, 2020
Date Prepared

Agenda Title: A Resolution authorizing the use of technology for holding official meetings of Council while under a State of Emergency. (Chris, Conard, Law Director)

Recommendation: Adopt the Resolution

Discussion:

As requested by the City's Law Director.

Approved By: **Initial Date**

Department Head: \

Asst. **City Manager:** JG \ 3-17-20

EMERGENCY RESOLUTION NO.

A RESOLUTION AUTHORIZING THE USE OF TECHNOLOGY FOR HOLDING OFFICIAL MEETINGS OF COUNCIL WHILE UNDER A STATE OF EMERGENCY.

WHEREAS, the Governor of the State of Ohio has declared a State of Emergency in response to the COVID-19 situation; and

WHEREAS, Council understands that there are essential functions of government which will need to continue; and

WHEREAS, the Open Meetings Act prohibits meeting to be held through use of technology, and require in-person participation by officials; and

WHEREAS, the Attorney General determined that due to the nature of the emergency and the ban on mass gatherings the public bodies may, in limited circumstances, rely on modern technology via teleconferencing or videoconferencing to convene public meetings in lieu of in person public meetings.

THE COUNCIL OF THE CITY OF OXFORD, BUTLER COUNTY OHIO, HEREBY RESOLVES THAT:

Section 1: In an effort to protect the public health, safety and welfare of all citizens, including Council members, citizens and staff, if necessary, Council does hereby authorize the use of teleconferencing or videoconferencing to hold essential meetings.

Section 2: In an effort to comply with the spirit and intent of Sunshine Law, any such meeting will be accessible to the public in real time and information as to how to access the meeting will be publicized as customary in the City.

Section 3: The use of technology to hold a meeting will be used only to the extent determined lawful.

Section 4: This resolution shall be in effect only during a declared State of Emergency.

Section 5: This Resolution shall be in full force and effect immediately upon adoption

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MAYOR

ADOPTED: March 17, 2020

ATTEST:

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CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MIKE SMITH

PREPARED BY: LAW (STAFF)

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Finance Department
Originating Department

Council Meeting Of: March 17, 2020

Joe Newlin
Prepared By

Account Code No. #: Various

Budgeted Amount: $192,868

March 11, 2020
Date Prepared

Agenda Title:	2020 Property and Casualty Insurance

Recommendation:	Approve

Discussion:

Staff is requesting Council to approve the property and casualty insurance renewal of up to $173,512 for 2020. This represents a $267 increase over last year's cost of $173,245. The primary increase is due to an increase in value of automobile replacement coverage over last year, and a decrease in property values. Insurance premiums will be paid on a semiannual basis.

Approved By:

	Initial	**Date**
Department Head:	JN	3/11/20
Asst. **City Manager:**	JA	3/13/20

RESOLUTION NO.

A RESOLUTION ACCEPTING THE INSURANCE BID OF INSURANCE SPECIALIST GROUP, INC., DBA LOVE INSURANCE PARTNERS FOR THE CITY'S PROPERTY AND CASUALTY INSURANCE COVERAGE FOR 2020.

WHEREAS, Insurance Specialist Group, Inc., dba Love Insurance Partners (hereinafter 'Love Insurance Partners') submitted an insurance bid not to exceed $173,512.00 for the City's property and casualty insurance coverage for 2020, a $267 increase over last year's cost of $173,245.00; and

WHEREAS, the City Manager and the Finance Director recommend Council accept the insurance bid of Love Insurance Partners not to exceed $173,512.00 for the City's property and casualty insurance coverage for 2020.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY RESOLVES THAT:

SECTION 1: Council hereby accepts the recommendation of the City Manager and the Finance Director and accepts the insurance bid of Love Insurance Partners not to exceed $173,512.00 for the City's property and casualty insurance coverage for 2020.

SECTION 2: This resolution shall take effect at the earliest date allowed by law.

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MAYOR

ADOPTED:

ATTEST:

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CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: MIKE SMITH

PREPARED BY: LAW (STAFF)

CITY OF OXFORD
STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting of: March 17, 2020

Service Department
Originating Department

Account Code #: N/A

David Treleaven
Prepared By

Budgeted Amount: N/A

March 6, 2020
Date Prepared

Agenda Title:	Environmental Commission Meeting of March 4, 2020

Recommendation:	For Review and Consideration

Discussion:

Environmental Commission members present at the Wednesday, March 4, 2020 meeting were: Chair, Mr. Jon Ralinovsky; Vice-Chair, Mr. Wright Gwyn; City Council Representative, Ms. Chantel Raghu; Planning Commission Representative, Mr. Jason Bracken; Mr. Andor Kiss, and Mr. Steven Elliott. A quorum was present. Ms. Madeline Maurer had previously notified the Commission that she would be unable to attend this meeting. Also in attendance were graduate students from the Miami University (MU) Institute for the Environment and Sustainability Department (IES) Mr. Noah Miller and Mr. Cecil Okotah.

The minutes from the February 5, 2020 monthly Commission meeting was unanimously approved as presented.

Mr. Miller and Mr. Okotah are members of the IES Professional Service Project (PSP) graduate student team working on the greenhouse gas (GHG) inventory for the City of Oxford. The PSP team has confirmed their GHG inventory numbers for Oxford's local government operations (LGO) activities, and has mostly completed that aspect of the PSP. The PSP team is now examining options for how to best conduct a community-wide GHG inventory, and the preparation of a manual to guide Oxford in conducting its community-wide (CW) GHG inventory. Both the CW and LGO GHG inventories are necessary to help Oxford identify the GHG emissions from the community and to serve as a first step to reducing its contribution to climate change. For the CW GHG inventory, the PSP team needs to determine the level of detail desired, which would assist in ascertaining which of two methodologies to use, "Basic" or "Basic +". Utilizing the Basic method, emissions from four areas would be inventoried: stationary energy uses (such as heating), transportation, waste production and treatment within Oxford corporate limits (the waste water treatment plant, closed landfill, and private and municipal composting), and waste generated within the City limits, but handled/disposed of elsewhere (trash and recycling). The Basic + method include emissions from these four areas, plus four other areas, these being: electrical losses due to transmission between power plants and the end user, industrial processes, fugitive refrigerant emissions, and agricultural land use(s). Commissioners suggested the PSP team look at MU's past GHG inventories, and utilize which of the two methodologies best matches their level of scrutiny, as MU's existing GHG inventory will be used as part of the CW emission numbers.

(Continued)

Approved By:

		Initial	Date
	Department Head:	MD	3/6/20
Asst.	City Manager:	JH	3/13/20

Mr. Bracken and Ms. Raghu informed the Commissioners that they had scheduled tours of Oxford's Waste Water Treatment Plant on Thursday morning, March 5, 2020, and Friday morning, March 6, 2020, and inquired if others would be interested in going on either tour. Mr. Kiss and Mr. Ralinovsky indicated that they would accompany the Friday tour.

During the last Planning Commission meeting, the tree preservation and protection legislation was unanimously approved by the five Planning Commissioners in attendance. The current version of the legislation includes four of the five features that the Environmental Commission had expressed concern over when the legislation was initially introduced to the Planning Commission for consideration. The only item currently not included is a specification of the tree fund fee for when developers can't (or won't) replant sufficient numbers of trees on a property to cover the 50% caliper replacement requirement. The Planning Commission had requested that the Environmental Commission determine an appropriate fee to be referenced in the legislation. Commissioners instructed Staff to review at least the last five years of Oxford's annual urban forestry planting projects and determine the average cost for a contractor-planted tree. Staff was also instructed to determine the fee pricing assuming administrative expenses and penalty fees (to discourage developers from not planting as many trees as needed) of various percentages of the tree fund fee between 15% and 50%. Staff is to have these values by the next Commission meeting of April 1, 2020. The Environmental Commission intends to select a tree fund fee, and is to make a recommendation to City Council that this fee be incorporated into the current and future fee schedules.

Mr. Bracken informed the Commissioners that he had been asked to be a member of Oxford's pending Climate Action Task Force, representing the Environmental Commission as well as several other public bodies. The Commissioners expressed concern with having one individual representing several different Commissions/Boards on the Climate Action Task Force, feeling this lessened the intent of having representatives from a variety of segments of the community that may have different views, priorities, and/or thoughts on approaches. Mr. Kiss volunteered to represent the Environmental Commission on the Climate Action Task Force. The Commissioners unanimously agreed to Mr. Kiss' representation.

Mr. Kiss informed the Commission that the Ohio Environmental Protection Agency (OEPA) had informed him that the next grant program for electrical vehicle charging stations was to be announced during March 2020. The OEPA is to specifically inform Mr. Kiss of the grant program's availability, with Mr. Kiss indicating that if he had not heard from the OEPA by mid-month, he would contact them for an update.

Ms. Raghu informed the Commission that Oxford's energy broker would be making a presentation to City Council at the Tuesday, April 21, 2020 Council meeting regarding Oxford's electrical aggregation program and renewable energy credits.

Commissioners concluded discussions at 8:25 p.m. The next regularly scheduled monthly Commission meeting is scheduled for 7:00 p.m. on April 1, 2020 in the Municipal Building's First Floor Conference Room.

A regular meeting of the Oxford City Council was called to order by Mayor Mike Smith on Tuesday, March 3, 2020 at 7:30 p.m. Those members present were Jason Bracken, Glenn Ellerbe, David Prytherch, Chantel Raghu and William Snavely. Edna Southard was excused.

Staff members present: Mr. Doug Elliott, City Manager; Ms. Jessica Greene, Assistant City Manager; Mr. Mike Dreisbach, Service Director; Mr. John Jones, Police Chief; Mr. Joe Newlin, Finance Director; Mr. Sam Perry, Community Development Director; Mr. Alan Kyger, Economic Development Director; Mr. Casey Wooddell, Parks and Recreation Director; Mr. John Detherage, Fire Chief; Mr. Chris Conard, Law Director and Ms. Mary Ann Eaton, Clerk of Council.

PLEDGE OF ALLEGIANCE

Mayor Smith requested the Pledge of Allegiance.

APPROVAL OF AGENDA

Mr. Snavely moved to approve the agenda. Mr. Ellerbe seconded. The motion passed 6-0-0.

PUBLIC PARTICIPATION

PRESENTATION
BUSINESS IMPROVEMENT DISTRICT

Mr. Kyger and Ms. Greene provided a PowerPoint and discussed the concept of creating a Business Improvement District for Uptown Oxford. Mr. Kyger advised this was an idea he had eight to ten years ago and could not get much buy-in. Mr. Kyger noted over a year ago he started meeting with Mike Rudolph, Kelli Riggs, Neil Kamphaus, David Prytherch, Kate Rousmaniere and Jessica Greene to discuss businesses in general, the Uptown District, the overall business climate and what vision there was for businesses in the community. Mr. Kyger advised creating a Business Improvement District (BID) was one spin-off from this group but not the total mission of the group. Mr. Kyger provided slides of Uptown Oxford on a beautiful sunny day and one of Uptown Oxford with the sidewalks covered with snow and ice. Mr. Kyger noted a BID would create a way to be pro-active about the snow, ice and litter problems instead of reactive.

Ms. Greene advised the group looked at what Oxford was already doing and what other cities were doing to move it forward. Ms. Greene noted the City contributes approximately $37,000 in services annually with flowers, holiday lights, street sweeping and some litter pick-up. Ms. Greene advised Enjoy Oxford contributes approximately $61,000 in events, banners and marketing and the Chamber of Commerce contributes frequently with support. Ms. Greene noted a BID was a tool which allowed property owners in a self defined area to be assessed to go above and beyond what the City is doing and they decide how the money is used. Mr. Greene advised it is an independent non-profit organization, which has a Board of Directors, and they govern themselves. Ms. Greene noted the funds go towards things the City does not do. Ms. Greene noted a strong and vibrant Uptown helps everyone and advised a BID can improve the aesthetics and the safety of the district. Ms. Greene noted the group was proposing a BID for litter, debris and snow removal as a starting place.

Mr. Kyger discussed how a BID is created noting owners of at least 60% of the front footage within the proposed BID petitions the legislative authority or owners of at least 75% of the land area within the proposed BID petitions the legislative authority. Mr. Kyger advised the proposed Oxford BID would be the Uptown Business District with the exception of the hospital area. Mr. Kyger noted a BID is created and managed by the property owners, it must have a non-profit status and it must have at least 5 board members 4 of which own property within the BID. Mr. Kyger advised the last member is a City of Oxford staff member since much of what a BID is going to do needs to align with the services the City already provides. Mr. Kyger discussed how a BID is funded and how the assessments are determined. Mr. Kyger noted BIDs have an automatic sunset clause and advised they are usually in place for 10 years or 5 years.

Ms. Greene referred to the map of the proposed BID noting it was all of High Street, Walnut and Church Streets noting the goal would be to keep it small by first working on litter and snow removal.

Mr. Kyger discussed other initiatives for a BID such as working on the Streetscape Plan when there is not a lot of snow removal to be done.

Ms. Greene advised BIDs can improve communities and noted her hope it would be cheaper for those who already pay for the services and it would get done for those who are not. Ms. Greene noted her hope it would be a coordinated effort so snow or litter removal can be done at the same time of day for all businesses in the district. Ms. Greene advised the committee has had several meetings with property owners, sent letters to property owners and held two public meetings regarding the BID proposal. Ms. Greene noted there were a few steps that need to be taken before a formal petition can be circulated.

Mr. Kyger advised to move forward a non-profit needed to be created or an existing non-profit needed to amend their bylaws to allow for a BID to be created. Mr. Kyger noted for that to happen four Uptown property owners must sign on-board and be spearheads for the project. Mr. Kyger advised all of the groundwork has been laid and now the owners must be recruited.

Ms. Greene noted the committee has been working hard on this project for a while and it was time to recruit property owners, get feedback from Council and answer any questions.

Mr. Ellerbe advised he was fan of the BID proposal and noted he appreciated all the hard work of the committee over the past months. Mr. Ellerbe inquired if the stakeholders in the district were the property owners or the business owners and Mr. Kyger advised the property owners were the stakeholders.

Mr. Snavely noted this would not be expending funds for things that are currently being done by the City and Ms. Greene advised that was correct noting it would go above and beyond what the City is currently doing. Mr. Snavely advised Mr. Kyger and Ms. Greene have laid out the program and inquired if they were waiting to see if there was interest on the business owner's part. Ms. Greene advised the committee needs the property owners to sign on and noted the committee was trying to get them to see this could be an economies of scale if everyone works together.

Mr. Kyger noted his hope the committee could convince the property owners that if a contractor was hired to remove snow from an entire block it would be cheaper than hiring a contractor to do a small section of the block. Mr. Conard advised procedurally a petition is circulated by a group of people that defines the area, the petition then comes to Council and Council adopts legislation. Mr. Conard noted in many communities there is an existing non-profit that is actually a competitive bid and because of what is already in existence those existing non-profits can agree to perform the services so the assessed money is a pass-through into the non-profit.

Mayor Smith inquired how long the process would take. Mr. Kyger advised it is usually 18 months and noted the committee has already prepared the budget and created the assessment formula and advised he felt it should take 6-9 months to complete the process.

Mr. Prytherch thanked the committee noting a group of people came together who had concerns about how to make the community better. Mr. Prytherch advised they centered on a public/private partnership noting it was a mechanism that would enable the property owners to take responsibility and control of improving their own district. Mr. Prytherch advised it is not a governmental solution it is in partnership with government. Mr. Prytherch noted a regulatory approach with regard to snow and litter removal could be taken and advised he felt the better solution is collaboration among people. Mr. Prytherch advised committee members talked to major property owners one on one and some that were out of town felt this was a no-brainer. Mr. Prytherch noted his hope people would support it.

Ms. Raghu advised she knew there were a few renters, not property owners in the audience that were supportive of this initiative. Ms. Raghu inquired how the other renters have responded to this proposal. Ms. Greene advised some tenants would like to have the services and they knew it would probably be a pass-through to them. Ms. Greene noted until a petition is circulated staff will not really know how much support there is. Mr. Kyger advised property owners had leases and this fee is not built into the lease. Mr. Kyger noted the fee would likely be built into any lease renewals. Mr. Kyger advised several property owners he spoke to felt if this was good for the City they would support it. Ms. Raghu inquired how many property owners would be in the district. Ms. Greene advised four was the minimum number of property owners. Ms. Raghu inquired how property owners with vacant storefronts would self regulate. Mr. Kyger advised the person who has the largest amount of vacant storefronts Uptown is on board with the proposal. Mr. Kyger noted whether or not a property owner is in favor of the Business Improvement District they will pay the non-profit for the services or it will be assessed to the property.

Mr. Ellerbe inquired if there was a short list of non-profits in existence that could be candidates for the adjudication of this business district. Ms. Greene advised it could be the CIC, Enjoy Oxford or the Chamber of Commerce or a new one could be established. Mr. Conard advised as part of the petition there is a services plan that is embedded within that which defines the scope of what the expectations are what the assessment is going to pay for.

Mr. Snavely advised he liked the idea that a BID was not permanent and if it was not working to everyone's advantage, it could be dissolved.

Ms. Raghu inquired if a BID could restrict what type of business is in the district. Ms. Greene advised some owners within large BIDs do recruiting, marketing and attraction programs noting they cannot formally restrict types of businesses. Ms. Raghu noted she was thinking about what this district would do to make sure it was as equitable racially as possible. Ms. Greene advised the board would have to set that goal for themselves.

Mr. Ellerbe inquired if the aesthetic improvements in the City of Hamilton's downtown district came from BID funding and Mr. Kyger advised some of the improvements did noting Hamilton also has a very strong Community Foundation.

Mr. Bracken inquired if some of the BID included safety issues and inquired if it was currently a legal obligation that businesses must remove snow. Mr. Conard advised the natural accumulation of snow does not create an environment that leads to liability. Mr. Conard noted a private property owner is not required by law to clear snow. Mr. Bracken advised he liked the idea of having extra funds in years when there is not a lot of snow to use towards community development in general aesthetically and otherwise. Mr. Bracken noted there could be a proportional rebate if necessary during a year with little to no snow. Mr. Bracken noted getting the litter picked up alone has environmental benefits.

PROCLAMATION
"ALAN KYGER DAY"

Mayor Smith read the Proclamation and presented it to Alan Kyger who is leaving the City's employment effective March 31, 2020.

Mr. Alan Kyger thanked everyone for the Proclamation. Mr. Kyger noted he worked with 17 Councils, 10 as a member and 7 as a staff member, 3 different Law Directors and 5 different City Managers. Mr. Kyger advised when he and Mr. Snavely were first on Council the City was piping water into the City from Hueston Woods, and building a Water Plant and expanding the Waste Water Plant were a first priority along with closing the landfill. Mr. Kyger noted while he was Mayor, Council established an Affordable Housing Fund, a Wal-Mart redevelopment agreement was entered into for the Locust Street location, the OATS Trail was put into the Comprehensive Plan (1994), and the City purchased the former Union 76 station which is now Lot 52 (the Uptown parking lot). Mr. Kyger advised bonds were used to purchase a Fire Truck noting now the City pays cash for such purchases. Mr. Kyger noted a .75% income tax increase was passed, the Community Building (Courthouse) was rehabbed and October 31st was established for "Trick or Treat". Mr. Kyger advised the City was involved in the "Housing Lawsuit" and the City Manager was directed to investigate broadcasting City Council meetings (1994). Mr. Kyger noted the Human Resource Director position was created as well as the Housing Advisory Commission and a Tree Plan was adopted. Mr. Kyger advised there was a period of time when Council could not enter into Executive Session and a Charter Amendment was needed to allow it. Mr. Kyger noted the HAPC Rules were written and an agreement with Miami University was entered into to collect Hotel Tax. Mr. Kyger advised a Water and Sanitary Improvement Specification Manual was created and Capacity Benefit charges were created.

Mr. Kyger noted the US27 North improvements got him involved with the City and he attended his first Work Session on how the City could widen US27 and improve it so he got on the Planning Commission and then on Council. Mr. Kyger thanked everyone for 30 years of Council meetings.

PUBLIC COMMENTS

There were no comments from the public.

CONSENT AGENDA

MINUTES

Minutes of the February 18, 2020 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

REPORTS

Report regarding the February 11, 2020 Planning Commission Meeting. (Sam Perry, Community Development Director)

Report regarding the February 13, 2020 Recreation Board Meeting. (Casey Wooddell, Parks and Recreation Director)

RESOLUTION
VEHICLE PURCHASE

A Resolution No. 7162 authorizing the City Manager to enter into a contract with Ganley Chevrolet of Aurora LLC for the purchase of a 2020 Chevrolet Tahoe with specified options at state contract pricing at a cost not to exceed $37,382.40. (John Jones, Police Chief)

RESOLUTION
VEHICLE PURCHASE

A Resolution No. 7163 authorizing the City Manager to enter into a contract with Lebanon Ford, Inc. for the purchase of a 2020 F-450 cab and chassis with specified options at state contract pricing at a cost not to exceed $35,730.00. (Mike Dreisbach, Service Director)

RESOLUTION
SOFTWARE PURCHASE

A Resolution No. 7164 authorizing the City Manager to enter into a contract with Bellefeuil, Szur & Associates (BSA) to furnish and implement a new Human Resources portal at a cost not to exceed $20,950.00. (Jessica Greene, Assistant City Manager)

Mr. Ellerbe moved to approve the consent agenda. Mr. Snavely seconded. The motion passed 6-0-0.

RESOLUTIONS

RESOLUTION
ALCOHOL ON CITY PREMISES

A Resolution No. 7165 authorizing the sale of alcoholic beverages in the Uptown Parks area for the Oxford Community Foundation's "Brews for Bricks" event to be held on August 15, 2020 from 4:00 p.m. until 9:30 p.m. with one condition. (Doug Elliott, City Manager)

Ms. Debbie Ross, advised she and Deb Allison were representing the Oxford Community Foundation noting the foundation was back on Council's calendar for the "Brews for Bricks" event to be held Saturday, August 15th from 4:00 p.m. until 9:30 p.m. Ms. Ross noted the foundation has contacted a couple of bands to provide live music and advised the event will also feature beer trucks and food trucks. Ms. Ross noted the foundation wants this to be a family friendly event and has been in contact with Casey Wooddell from the Parks and Recreation and with Miami University. Ms. Ross advised the event would be held in the Uptown Parks.

Mayor Smith inquired if there were any comments from the public and there were none.

All Councilors were in favor of the event.

Mr. Snavely moved to adopt Resolution No. 7165. Mr. Ellerbe seconded. The motion passed 6-0-0.

RESOLUTION
CONTRACT WITH
BEARCAT CONSTRUCTION, INC.

A Resolution No. 7166 accepting the bid and authorizing the City Manager to enter into a contract with Bearcat Construction, Inc. for the installation of handicap ramps with tactile dome mats as set forth on Exhibit "A" attached hereto at a cost of $83,755.00 plus a contingency in the amount of $12,245.00 for a total cost not to exceed $96,000.00. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised there were several Resolutions on the agenda this evening to prepare for the summer construction program and to replace several pieces of aging equipment. Mr. Dreisbach noted this one will use the 2019 CDBG dollars continuing the City's practice of accessibility of the sidewalk system. Mr. Dreisbach advised the City has contracted with Bearcat Construction in the past and would like to proceed with another contract with them to build approximately 800 feet of new curb and gutter, 4,100 square feet of new sidewalk and 54 new tactile domed handicap ramps.

Mayor Smith inquired if there were any comments from the public and there were none.

Mr. Ellerbe inquired why there was a 15% contingency on this particular contract. Mr. Dreisbach advised it would allow the City to possibly add another ramp to fully expend the HUD money.

Mr. Snavely moved to adopt Resolution No. 7166. Mr. Ellerbe seconded. The motion passed 6-0-0.

RESOLUTION
CONTRACT WITH
JACKSON CONSTRUCTION

A Resolution No. 7167 accepting the bid and authorizing the City Manager to enter into a contract with Jackson Construction, Inc. for the construction and replacement of designated curb, gutter and sidewalk per project specifications at a cost of $114,038.06 plus a contingency amount of ten percent (10%) of the contract price or $11,403.80 for a total cost not to exceed $125,441.86. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised this was the second of 4 pieces of legislation required for the City's special assessment program for curb, gutter and sidewalk repairs noting Council already passed a Resolution of Necessity stating this work needs to be accomplished. Mr. Dreisbach noted the property owners have been notified that the work needs to be completed and should they choose not to, with Council's approval of this contract the City can move forward with the needed repairs. Mr. Dreisbach advised the third piece of legislation would come forward later notifying property owners of the actual costs for the repairs, which they can pay in cash within 30 days if they wish, or the costs can be assessed to the property tax duplicate. Mr. Dreisbach recommended approval of a contract with Jackson Construction.

Mayor Smith inquired if there were any comments from the public and there were none.

Mr. Prytherch advised he felt this was a good price noting there was quite a range between the five bidders.

Mr. Snavely moved to adopt Resolution No. 7167. Mr. Ellerbe seconded. The motion passed 6-0-0.

RESOLUTION
CONTRACT WITH
BARRETT PAVING MATERIALS, INC.

A Resolution No. 7168 accepting the bid and authorizing the City Manager to enter into an agreement with Barrett Paving Materials, Inc. for the 2020 street resurfacing and maintenance work at a cost not to exceed $460,970.40 plus a contingency amount of $39,029.00 for a total cost not to exceed $499,000.40. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised the Streets and Maintenance Division and the Engineering Division work closely to assess all of the City's streets and infrastructure taking into consideration upcoming projects such as water main or wastewater projects and upcoming demolitions at Miami University or other properties. Mr. Dreisbach noted a list is defined which is included in Council's packet as Exhibit "A". Mr. Dreisbach recommended approval of the contract with Barrett Paving.

Mr. Dreisbach advised the City contracted with Bayer Becker Engineers to help evaluate where the City could make improvements in compliance with the Complete Streets Policy noting they evaluated the City's program and recommended no improvements being necessary for Marsha Drive, David Drive, Merry Day Drive, Dick Road, James Road and Joseph Drive. Mr. Dreisbach advised Bayer Becker did recommend the City install marking s and signage for shared use roadways (sharrows) on Elm Street and on Contreras Road and possibly on Withrow Street. Mr. Dreisbach noted the difficult street was Chestnut Street due to conflicts between Complete Streets, accessibility, dedicated bike lanes and how to make the improvements in a limited 35 foot right-of-way. Mr. Dreisbach advised Bayer Becker recommended the City consider an oversized 12-foot multi-use path on one side of the roadway or eliminating one lane of parking likely on the southern curb and install a dedicated bike lane connecting with the southbound US27 bike lane. Mr. Dreisbach noted one complication with doing that was Chestnut Street has a Residential Permitted Parking (RPP) zone on part of the south side and advised he felt Council's approval was necessary to modify or dissolve it. Mr. Dreisbach noted he recommended to the City Manager that a Public Hearing be scheduled on the matter so property owners along that route can be properly notified and then have a Work Session to obtain Council's guidance on how they would like to proceed for this specific segment of Chestnut Street.

Mayor Smith inquired if there were any comments from the public and there were none.

Mr. Prytherch commended Mr. Dreisbach for trying to figure out how to comply with the Complete Streets Policy. Mr. Prytherch inquired if the Oxford Parking and Transportation Advisory Board should be involved. Mr. Dreisbach advised since Council approved the RPP he felt it was prudent for Council to amend it or dismiss it after a public hearing.

Mayor Smith referred to Exhibit "A" on page 46 of Council's packet which shows Silvoor Lane as an alternate and inquired if staff planned to proceed with the alternate. Mr. Dreisbach advised staff would have the flexibility with this contract to make a decision once the actual costs for Chestnut Street are known. Mr. Snavely advised he would like to see the work done on Silvoor Lane as that street is often ignored.

Mr. Snavely moved to adopt Resolution No. 7168. Mr. Ellerbe seconded. The motion passed 6-0-0.

**RESOLUTION
CONTRACT WITH
MIDDLETOWN FORD**

A Resolution No. 7169 authorizing the City Manager to enter into a contract with Middletown Ford for the purchase of a 2020 F-250 pickup truck with specified options and a 2020 Transit Connect cargo van with specified options at state contract pricing at a cost not to exceed $58,041.16. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised both vehicles listed above are offered through the State of Ohio Department of Administrative Services contract. Mr. Dreisbach noted the pickup truck was a replacement vehicle for the Wastewater Collection Division and advised staff was replacing a compact pickup with a compact van for the Water Treatment Division.

Mayor Smith inquired if there were any comments from the public and there were none.

Mr. Snavely inquired if the van used gasoline and Mr. Dreisbach advised yes, noting it was gas friendly.

Mayor Smith noted the City got great use of the existing vehicles that are 11 and 13 years old. Mr. Bracken inquired how many miles were on the existing vehicles. Mr. Dreisbach advised 65,900 for the Water Plant pickup and 46,000 for the Wastewater Collection vehicle.

Mr. Snavely moved to adopt Resolution No. 7169. Mr. Ellerbe seconded. The motion passed 6-0-0.

RESOLUTION
CONTRACT WITH
SOUTHEASTERN EQUIPMENT CO.

A Resolution No. 7170 authorizing the City Manager to enter into a contract with Southeastern Equipment Co. for the purchase of a Case 590SN backhoe with specified options at state contract pricing at a cost not to exceed $90,697.61, which includes a discount of $25,000.00 for the trade-in of the current (2004) machine. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised the current 16-year-old machine has served the City well and is nearing its useful life. Mr. Dreisbach noted staff usually sells used vehicles via internet auction although in this case Southeastern Equipment offered $25,000 for trading-in the existing equipment which staff believes is more than what the internet auction would bring. Mr. Dreisbach recommended Council accept the trade-in value and accept the state contract pricing for the purchase of a new backhoe. Mr. Dreisbach advised the Wastewater group is going to install new sewer main from Miami's Elm Street Building to the Farm Service area saving the City in excess of $100,000 by doing the project in house. Mr. Dreisbach noted the Water group just installed new water main at SR73 and Springwood saving the City approximately $80,000. Mr. Dreisbach advised City employees are aware they have good equipment and good tools and are able to give good returns back to the ratepayers.

Mayor Smith inquired if there were any comments from the public or from Council and there were none.

Mr. Snavely moved to adopt Resolution No. 7170. Mr. Ellerbe seconded. The motion passed 6-0-0.

RESOLUTION
CONTRACT WITH
ZIMMER TRACTOR

A Resolution No. 7171 authorizing the City Manager to enter into a contract with Zimmer Tractor, Inc. for the purchase of a 2020 SVL75-2HFWC loader with specified options at a cost not to exceed $72,317.22. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised the 1994 Case Loader was being replaced noting the machine has served the City well and staff looked forward to replacing it. Mr. Dreisbach advised the new loader will be able to go anywhere and will be virtually unstoppable.

Mayor Smith inquired if there were any comments from the public and there were none.

Mr. Ellerbe inquired where this type of equipment was serviced. Mr. Dreisbach advised after the first couple of years the City would purchase service agreements for them to make sure all of the hydraulics and fluids are per the manufacturer's warranty. Mr. Dreisbach noted over time staff will take over the maintenance of the equipment in house. Mr. Dreisbach advised if there was something staff cold not do in house the vendor would bring a mobile unit to the City site to make the necessary repairs.

Mr. Snavely moved to adopt Resolution No. 7171. Mr. Ellerbe seconded. The motion passed 6-0-0.

RESOLUTION
CONTRACT WITH
BAKER & SONS EQUIPMENT

A Resolution No. 7172 authorizing the City Manager to enter into a contract with Baker & Sons Equipment Company for the purchase of a Dura Tech Model 2009 industrial tub grinder as specified at a cost not to exceed $191,300.00, which includes a discount of $12,000.00 for the trade-in of the current (1997) equipment. (Mike Dreisbach, Service Director)

Mr. Dreisbach provided a photograph of the existing machine noting it was an engine with a tub and a hammer mill that processes yard waste and other materials that fall through a screen at the bottom for recycling. Mr. Dreisbach advised the machine is 23 years old and has served the City well to recycle storm damage, logs, tree limbs, Christmas Trees and all of the yard waste collected for composting at the City's Class IV facility. Mr. Dreisbach noted last summer during the CIP Work Session Council and staff discussed a substantial amount of money to get the best possible machine and the possibility of obtaining a grant from the Ohio EPA to help fund it. Mr. Dreisbach advised the grant became so popular the state reduced the amount available and changed the deadlines to later in the year. Mr. Dreisbach noted the City needs to move more quickly and there is no guarantee of being successful in obtaining the grant funding. Mr. Dreisbach advised the City advertised for bids noting the City was very pleased with the Dura Tech machine of 23 years ago and is very pleased with the new Dura Tech model. Mr. Dreisbach recommended Council accept the bid of Baker and Sons and accept the trade-in value of $12,000 for the current machine.

Mayor Smith inquired if there were any comments from the public and there were none.

Mr. Ellerbe noted based on the CIP budget the City is receiving a 20% plus discount on a new machine which he felt was great. Mr. Ellerbe inquired if the City was still offering mulch to citizens who come to the facility. Mr. Dreisbach advised the City offers mulch or compost to non-profits such as the Family Resource Center for their community garden.

Ms. Raghu noted she loves compost and advised she felt every idea was a good idea. Ms. Raghu noted she was thinking about the last Environmental Commission meeting where the commission looked at greenhouse gas emissions and where a lot of the City's emissions are coming from. Ms. Raghu advised quite a bit of it is from the closed landfill noting there is so much methane being released which means the City needs more diversion from the landfill more than anything. Ms. Raghu reiterated this was a great idea although she struggled with the financial part of it when looking at how small of a sliver of the pie chart from the City's Class IV Composting facility is. Ms. Raghu inquired if the tub grinder was only used for the creation of mulch. Mr. Dreisbach advised the City stockpiles materials quarterly and processes it when a critical mass is accumulated. Mr. Dreisbach noted it services all of the weekly curbside yard waste collection that the City provides as well as Christmas Trees that the City picks up. Mr. Dreisbach advised any storm damage from public or private trees gets collected and processed.
Mr. Dreisbach noted without this the machine the City would be forced to close the composting facility and discontinue providing those services for the citizens. Ms. Raghu advised the City has access to a Class II composting facility, which to the best of her understanding encompasses many of the organics. Ms. Raghu suggested taking advantage of the Class II composting facility and not have to staff one noting she was surprised none of the compost or mulch is available for individual citizens. Mr. Dreisbach advised the City uses the product internally for the City's park system and for the OATS trail. Ms. Raghu noted it was such a small amount of greenhouse gas emissions that she wondered if it was worth $200,000 for one piece of equipment when the City had access to a Class II Composting Facility that can encompass everything. Mr. Dreisbach advised the Class II facility the City ships product to now is 100 miles away noting he did not know of any Class II facility that would accept the yard waste. Mr. Dreisbach advised it would be quite expensive to truck that material to a permitted facility. Mr. Dreisbach noted right now the cost to ship the kitchen scrap compost is $0.39 per pound and advised that was hundreds of thousands of dollars every year to follow that path if the City ships yard waste to a Class II facility. Ms. Raghu stated the current tub grinder still works and Mr. Dreisbach advised yes although maintenance on it has been deferred noting he did not recommend putting more money into the machine.

Mr. Prytherch noted in communities that are not doing local composting the yard waste ends up going to the landfill in some cases, which causes additional methane. Mr. Prytherch advised he felt the City had a wonderful program in terms of the curbside yard waste pick-up noting bulky waste can be taken to the facility.

Mr. Snavely advised this was not $200,000 per year noting the current machine lasted 23 years, which was less than $10,000 per year. Mr. Snavely advised it is a real service for the citizens of the community because a lot of people have yard waste and do not have a place to store it.

Mr. Ellerbe advised the City produces its own mulch that is used to bed the City's landscaping and without it the mulch would have to be purchased. Mr. Ellerbe advised he was all for the new machine noting his hope it would last 25 years.

<u>Mr. Snavely moved to adopt Resolution No. 7172. Mr. Ellerbe seconded. The motion passed 5-1-0 with Ms. Raghu voting nay.</u>

RESOLUTION
DESIGNATING PUBLIC
DEPOSITORIES

A Resolution No. 7173 designating public depositories and awarding the deposit of active public funds for a five-year period commencing April 6, 2020. (Joe Newlin, Finance Director)

Mr. Newlin addressed his staff report as presented on pages 67-68 of Council's packet and offered to answer any questions.

Mayor Smith inquired if there were any comments from the public and there were none.

Mr. Prytherch noted banking depository means where the City was depositing money. Mayor Smith advised merchant services are for people paying the City for something by credit card.

Mr. Snavely moved to adopt Resolution No. 7172. Mr. Ellerbe seconded. The motion passed 6-0-0.

ORDINANCES
SECOND READING

ORDINANCE
SUPPLEMENTAL BUDGET

An Ordinance No. 3553 Amending Ordinance No. 3538. Supplemental Budget Ordinance Number 2 To Make Supplemental Appropriations For Fiscal Year 2020. (Joe Newlin, Finance Director)

Mr. Newlin advised there were no changes to Supplemental Budget Number 2 since the first reading of the Ordinance and offered to answer any questions.

Mayor Smith inquired if there were any comments from the public or from Council and there were none.

Mr. Snavely moved to adopt Ordinance No. 3553. Mr. Ellerbe seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. Bracken, Mr. Ellerbe, Mr. Prytherch, Ms. Raghu, Mr. Snavely, Mayor Smith (6)

NAY: None (0)

ABS: None (0)

ORDINANCE
NEW SECTION 507.03

An Ordinance No. 3554 Repealing Oxford Codified Ordinance Section 507.03 Entitled Fire Civil Citations And Adopting New Oxford Codified Ordinance Section 507.03 Entitled Fire Civil Citations. (John Detherage, Fire Chief)

Chief Detherage advised there were no changes since the first reading of the Ordinance and offered to answer any questions.

Mayor Smith inquired if there were any comments from the public or from Council and there were none.

Mr. Snavely moved to adopt Ordinance No. 3554. Mr. Ellerbe seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. Ellerbe, Mr. Prytherch, Ms. Raghu, Mr. Snavely, Mr. Bracken, Mayor Smith (6)

NAY: None (0)

ABS: None (0)

ANNOUNCMENTS

Mr. Elliott advised between March 12-20 every household in Oxford will receive an invitation in the mail to respond to the 2020 Census. Mr. Elliott noted the letter will contain a Census ID so people can go online and complete it. Mr. Elliott advised the letter will also remind everyone the Census is very important and that a response is required by law with the answers being kept confidential. Mr. Elliott noted the biggest issue for Oxford is to make sure a complete count is obtained for off-campus students.

After discussion it was decided a follow-up Council Retreat will be scheduled for Friday, April 17 from 1:00 p.m. to 4:00 p.m. at the Marcum Center.

Chief Jones referred to the tragic tornados in Tennessee last night and reminded everyone we were entering into tornado season in Ohio. Chief Jones noted a common misconception in Oxford was that the weather sirens would warn people of a tornado. Chief Jones advised the sirens were outdoor weather sirens and were not meant to wake people up in the middle of the night in their homes. Chief Jones suggested people look at purchasing a weather radio to have an alert when there is a tornado warning and noted a lot of cell phones have weather alerts. Chief Jones reminded everyone if they were outside and heard a weather siren to seek shelter indoors immediately and tune into media reports to find out what was going on. Chief Jones noted Oxford follows a countywide policy and advised the sirens sound upon a tornado warning for Butler County or they will sound upon a confirmed sighting by a public safety official of a funnel cloud.

Chief Jones advised Oxford was in a unique location in the northwest corner of the county noting sometimes a thunderstorm will come through and stir up a funnel cloud or possible sighting near Hamilton and the sirens will sound with it being sunny in Oxford. Chief Jones noted it was important for Councilors to understand this because they will get questions from the public. Chief Jones advised he would much rather warn the public so they will seek more information. Mr. Snavely inquired if Oxford waits for the county or if Oxford can sound the sirens if something is spotted in Indiana. Chief Jones noted the sirens are set off by the Sheriff's Office in the 911 Dispatch Center and advised if something in Indiana was going to affect Oxford he or a member of OPD would request they be set off if it made good sense. Chief Jones noted OPD has the ability to activate the sirens and advised it was a built-in redundancy in case something goes wrong electronically in the system.

Mr. Ellerbe noted he has experienced three tornados during his lifetime and advised one went through his house. Mr. Ellerbe noted he experienced a nighttime tornado which was terrifying and advised one of the things he has noticed through the three that he has experienced that was common among all three of them is if you are in your home and your ears pop then you should definitely consider seeking shelter because typically in your house there is a certain pressure ratio and you are not going to have a lot of ear issues. Mr. Ellerbe noted if there is a lot of lightening with no thunder that is another signal that you should start looking around and take shelter. Mr. Ellerbe advised everyone to open their windows a little bit because they could explode inwards from the pressure and cause injury.

Chief Jones advised people should pre-plan and figure out where they are going to go noting the lowest level of your home and preferably a basement is best. Chief Jones advised no one should stay in a mobile home noting mobile home residents need to know where they are going to go when the time comes.

Ms. Raghu advised some cities make citywide emergency plans neighborhood by neighborhood noting she has been asked where people who live in an apartment or in a mobile home should go. Ms. Raghu advised Oxford does not have a structured plan for where people go during an emergency. Chief Jones advised the City has tried to facilitate that in the past through community policing efforts for a mobile home area without much success. Chief Jones noted the message from the Emergency Management officials is that it is up to individuals to determine what their best plan of action is.

Mayor Smith advised the Nixle service is a good way to receive weather related warnings.

Mr. Wooddell advised the Parks and Recreation Spring & Summer Activity Guide was posted electronically noting in would be available in print soon.

Mr. Wooddell advised the newly renovated Teen Center at the TRI Building would open on Monday, March 16.

Ms. Greene thanked Mr. Kyger noting he has been a wonderful mentor to her both at Enjoy Oxford and during her time at the City and wished him well. Ms. Greene advised she was excited to take on the Economic Development role as Assistant Manager.

Ms. Greene advised Amtrak was supportive of the City's plan to proceed with the project noting it was great news. Ms. Greene advised she anticipated over the next several months Council would see a Request for Qualifications for preliminary design, updated cost estimates, and a benefit cost analysis. Ms. Greene noted then Council can decide if they want to proceed with a Federal Rail Administration grant or other sources of funding to build the Amtrak Platform.

Ms. Greene advised the student group staff is working with on the Census is coordinating a walk-about to encourage students to participate and to remind them they need to be counted here in Oxford noting an informational door hanger would be left if no one was home. Ms. Greene encouraged Councilors to volunteer for the walk-about.

Ms. Raghu advised she was looking forward to the tour of the Wastewater Treatment Plant on Friday noting she was excited to see it since it sounds like such an advanced operation.

Ms. Raghu advised she was hearing mutterings and desires of people wanting to push towards renewable energy noting she knew it was something the City has looked at with putting solar panels on the closed landfill. Ms. Raghu advised there was a lot of interest and momentum behind that. Ms. Raghu noted something presented in front of the Ohio Farmers Union meeting was that they are making an ask towards the State Assembly to look into biomass fuel as an additional way to get renewable energy. Ms. Raghu noted the Wastewater Treatment Plant produces a lot of greenhouse gases especially in the form of methane and it uses a lot of that methane for its own use. Ms. Raghu advised biomass fuel could be used City wide possibly if the City invested in the infrastructure and envisioned a way of taking un-tapped sewage and fuel and making it into energy. Ms. Raghu suggested taking into account other organic material whether it is food scraps or yard waste. Ms. Raghu noted she felt there was so much potential in something that is essentially being thrown away.

Mr. Ellerbe paraphrased the following: tornados are bad, make sure you check the weather before going to sleep, if your ears pop make sure you go to the basement, coronavirus really bad, wash your hands, make sure you sneeze into an armpit and not your hands because you use them a lot and touch your face, thank you very much Alan, Alan you gave me one of my first IT consulting jobs and I won't ever forget it, it was a great experience and I learned a lot from it. We have some stuff coming up in the next two weeks that I'm probably going to talk about at the next meeting as well, I want to make sure that our inhabitants of this City try to stay as safe as they possibly can especially when they are consuming alcohol.

Mr. Snavely advised he felt Council needs to look very seriously at the solar power options they have before them and suggested discussing the specifics at the retreat in April.

Mr. Snavely thanked Alan Kyger for an amazing career with the community noting he and Mr. Kyger came into Council together in 1987 and worked well together all that time. Mr. Snavely noted he would definitely miss Alan's presence at the table. Mr. Snavely advised he hoped Mr. Kyger would maintain his involvement in the City noting he suspects that he will.

Mr. Snavely referred to the coronavirus and inquired if the City had plans and had thought about contingencies. Mr. Elliott advised the City has emergency management plans noting staff will continue to discuss them.

Mr. Snavely encouraged City staff to do that and to have contingency plans noting it could just be another flu that will go away or it could spiral out of control very easily as it did in Italy and in China. Mr. Elliott advised plans would need to be coordinated with Miami University.

Mr. Ellerbe advised in 3 weeks a lot of people will come back to Oxford from all over the place noting he felt we will experience some serious interactions with each other from unknown sources. Mr. Ellerbe advised it was not a matter of if, it was a matter of when, and reminded everyone to wash their hands, protect their face and eyes, and to use hand sanitizer.

Mr. Bracken advised he concurred with everything that has been said and encouraged everyone to stay home if they are sick and noted if citizens suspect something they should report it to the proper people. Mr. Bracken advised contingency plans were important because it is not just about prevention and coordination with Miami University. Mr. Bracken noted if things spiral out of control resources will be limited and space will need to be made and a lot of other things will have to happen.

Mr. Prytherch advised he was still in High School when Alan Kyger started serving the community. Mr. Prytherch noted during his time on the Planning Commission and on Council, it had always been a pleasure to work with Alan not only in terms of his wisdom but his temperament and collaborative approach to solving problems. Mr. Prytherch advised the BID presentation this evening was a great example of that.

Mr. Prytherch referred to the Complete Streets Resolution and recommended having a joint meeting with the Oxford Parking and Transportation Advisory Board especially if there is going to be an exemption to the policy.

Mr. Prytherch noted he was looking forward to the retreat and advised soon after the retreat a RFQ will be written for the Comprehensive Plan revision and inquired as Council sets their strategic goals how this will roll into a broader planning process so a workflow and timeline can be created. Mr. Prytherch advised if the matter can be on the agenda he felt that would be wonderful for people to have an update of where Council was going.

Mayor Smith echoed Mr. Ellerbe's sentiments noting in his lifetime Oxford has not had St. Patrick's Day and Green Beer Day in the same week. Mayor Smith encouraged everyone to make intelligent choices.

Mayor Smith advised he too will miss Alan noting Alan gave decades to the community and advised his institutional and community knowledge will be missed.

ADJOURN

Mr. Snavely moved to adjourn at 9:31 p.m. Mr. Bracken seconded. The motion passed 6-0-0.

Office of the Mayor

Proclamation

Whereas: excellence in education is vital to the success of our city; and in Oxford we seek to instill each child and adolescent with a good education; and

WHEREAS, by preparing our students for the responsibilities and opportunities of the future, education develops the intellect through lessons on literacy, math and science; and

WHEREAS, the Rebbe, Rabbi Menachem Schneerson, dedicated his life to the betterment of mankind and tirelessly advocated for a better education for all Americans; and

WHEREAS, the Rebbe taught that education should not be limited to the acquisition of knowledge and preparation for a career, but also on character building, with emphasis on the universal moral and ethical values that are the basis of any peaceful civilized society; and

WHEREAS, the United States Congress has established "Education & Sharing Day USA" as an annual national day to commemorate the Rebbe's achievement's; and the lessons and the vision he set forth are relevant to us all today.

NOW, THEREFORE, I, William Snavely, Vice Mayor of the City of Oxford, Ohio, do hereby proclaim Sunday, April 5, 2020 as,

"EDUCATION & SHARING DAY OXFORD"

and call upon educators, volunteers and citizens, to reach out to young people and work to create a better, brighter, and more hopeful future for all.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Oxford to be affixed this 17th day of March, 2020.

MICHAEL SMITH, MAYOR

RESOLUTION NO. 7176

A RESOLUTION AUTHORIZING THE CITY MANAGER TO WAIVE PARKING METER FEES ON HIGH STREET, EAST PARK PLACE, WEST PARK PLACE, POPLAR STREET, MAIN STREET AND BEECH STREET BETWEEN WALNUT STREET AND CHURCH STREET, AND IN LOT 52 FROM 9:00 A.M. ON MARCH 17, 2020 UNTIL SUCH TIME AS COUNCIL DEEMS APPROPRIATE TO END. THE TWO HOUR RESTRICTION FOR METERS IN THESE LOCATIONS SHALL REMAIN IN EFFECT.

WHEREAS, the Assistant City Manager recommends approval of the proposal to waive parking meter fees on High Street, East Park Place, West Park Place, Poplar Street, Main Street and Beech Street between Walnut Street and Church Street, and in Lot 52 from 9:00 a.m. on March 17, 2020 until such time as Council deems appropriate to end. The two hour restriction for meters in these locations shall remain in effect.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY RESOLVES THAT:

SECTION 1: City Council hereby accepts the recommendation of the Assistant City Manager and the Police Chief and authorizes the City Manager to waive parking meter fees on High Street, East Park Place, West Park Place, Poplar Street, Main Street and Beech Street between Walnut Street and Church Street, and in Lot 52 from 9:00 a.m. on March 17, 2020 until such time as Council deems appropriate to end. The two hour restriction for meters in these locations shall remain in effect.

SECTION 2: This resolution shall take effect at the earliest date allowed by law.

Mike Smith

MAYOR

ADOPTED: March 17, 2020

ATTEST:

MaryAnn Eaton

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)