A Regular meeting of the Oxford City Council was called to order by Mayor Richard Keebler on Tuesday, July 16, 2013 at 7:00 p.m. Those members present were Ken Bogard, Bob Blackburn, John Harman, Kevin McKeehan and Kate Rousmaniere. Steve Snyder was excused.

Staff members present: Mr. Doug Elliott, City Manager; Mr. Mike Dreisbach, Service Director; Mr. Bob Holzworth, Police Chief; Mr. Joe Newlin, Finance Director; Mr. Jung-Han Chen, Community Development Director; Ms. Gail Brahier, Parks and Recreation Director; Mr. Steve McHugh, Law Director, and Ms. Mary Ann Eaton, Clerk of Council.

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)(2) for the purpose of discussing employment and property acquisition. Mr. Harman seconded. The motion passed by the following roll call:

AYE: Mr. Bogard, Mr. Harman, Mr. McKeehan, Ms. Rousmaniere, Mr. Blackburn, Mayor Keebler (6)

NAY: None (0)

ABS: None (0)

RETURN FROM EXECUTIVE SESSION

Mr. McKeehan moved to return from Executive Session at 7:33 p.m. Mr. Blackburn seconded. The motion passed 6-0-0.

PLEDGE OF ALLEGIANCE

Mayor Keebler requested the Pledge of Allegiance.

APPROVAL OF AGENDA

Mr. Bogard moved to approve the agenda. Ms. Rousmaniere seconded. The motion passed 6-0-0.

PUBLIC PARTICIPATION

PROCLAMATION 'PHI DELTA THETA WEEK'

Mayor Keebler read the Proclamation and presented it to Mr. Brandon Clark

Mr. Brandon Clark, thanked Council for the Proclamation and for their support of the Kleberg Emerging Leaders Conference on behalf of Phi Delta Theta. Mr. Clark noted next week there would be approximately 600 undergraduate members from across the United States and Canada in Oxford staying at Miami University.

Mr. Clark advised the fraternity was excited about the conference and looked forward to making an impact with the undergraduates by teaching them about leadership and helping them develop themselves. Mr. Clark noted his hope the undergraduates would take the skills back to their individual chapters to make them the best they could be. Mr. Clark thanked Council again for their support and noted he looked forward to continued participation.

Mayor Keebler wished Phi Delta Theta good luck and noted Council was glad to have the conference in Oxford again this year.

PRESENTATION
OXFORD VISITORS BUREAU

Ms. Jessica Greene, Executive Director, Oxford Visitors Bureau, noted she asked to speak this evening to give Council a six month update noting she became the Executive Director eight months ago. Ms. Greene advised a balanced budget was drafted and all operating policies and procedures were redrafted using best practices from the State Auditors Office. Ms. Greene noted the policies and procedures were not enacted until they were approved by the State Auditor. Ms. Greene advised Alyse was hired to redesign the Visitors Bureau logo and website and she had done a wonderful job. Ms. Greene noted a PR campaign was launched and website hits had sky rocketed. Ms. Greene noted the Summer Music Festival was doing great with a lot of support from community businesses. Ms. Greene advised the bureau was working on partnerships with the Oxford Museum Association, the Farmers Market and various civic groups to promote events that will enrich Oxford. Ms. Greene noted a new Visitors Guide would be launched in the near future. Ms. Greene showed various slides of the new website and event calendar and noted the event calendar was funded in part by the Oxford Chamber of Commerce and the Oxford Community Foundation.

Mayor Keebler advised he had visited the Visitors Bureau website several times and found it to be very easy to follow and it did a great job of featuring the local businesses. Mayor Keebler noted he was glad to learn about the balanced budget and the new policies and procedures noting they were important. Mayor Keebler advised he had received a lot of good comments about the Music Festival and it was great that concerts were scheduled every Thursday this summer (except for the 4th of July) featuring local bands and staying within budget.

Ms. Rousmaniere inquired what Ms. Greene's relationship was with Miami University with regard to calendaring.

Ms. Greene noted Miami University events were a large part of the Visitors Bureau event calendar and Miami was releasing a new calendar system in late July or early August and it would be incorporated into the Visitors Bureau event calendar.

Mr. McKeehan gave Ms. Greene "two thumbs up" for all of the accomplishments made during her tenure at the Visitors Bureau.

APPOINTMENTS TO BOARDS AND COMMISSIONS

Mr. Bogard moved to appoint John Thomas to the Recreation Board as a Talawanda School District representative for a term ending in 2015 and Melissa Engelhard for a term ending in 2016. Mr. Harman seconded. The motion passed 6-0-0.

PUBLIC COMMENTS

Mr. Larry Rankin, 610 French Drive, noted as Council began deliberations on the 2014 General Fund Operating Budget, he remained concerned that the City's costs, especially personnel costs, continued to increase while revenues remained mostly flat. Mr. Rankin noted his hope Council would give serious attention to personnel costs which comprised the bulk of the operating budget. Mr. Rankin suggested Council look at sick leave incentives, sick leave conversion at retirement, healthcare costs, overtime pay, vacation pay, tuition reimbursement, pension pickups, and longevity bonus pay. Mr. Rankin advised taxpayers paid nearly $70,000 in longevity pay in 2012 to fulltime City employees with five years of service ranging from $450 to $1,075 each. Mr. Rankin noted perhaps some time ago the City felt this was necessary to attract and retain employees and to compete for employees in the private sector. Mr. Rankin advised he felt in 2013 those arguments were considerably less compelling. Mr. Rankin suggested Council eliminate longevity bonus pay possibly by phasing it out over the next 5 budget cycles.

CONSENT AGENDA

MINUTES

Minutes of the July 2, 2013 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

REPORTS

Report regarding the June 26, 2013 Environmental Commission Meeting. (Mike Dreisbach, Service Director)

Report regarding the July 3, 2013 Historic and Architectural Preservation Commission Meeting. (Jung-Han Chen, Community Development Director)

RESOLUTION VEHICLE PURCHASE

A Resolution No. 4755 authorizing the City Manager to enter into a contract with Walt Sweeny Ford for the purchase of a 2014 Ford F-350 truck and specified options at a cost not to exceed $26,791.00 which is below state contract price. (Mike Dreisbach, Service Director)

RESOLUTION
SALVAGE VEHICLE

A Resolution No. 4756 declaring a 1992 Chevrolet K2500 four wheel drive pickup truck (current vehicle #46) as surplus City property no longer needed for any municipal purpose and authorizing its sale to the highest bidder at public auction or by utilizing an on-line auction service. (Mike Dreisbach, Service Director)

Mr. Blackburn moved to approve the consent agenda. Mr. McKeehan seconded. The motion passed 6-0-0.

RESOLUTIONS

RESOLUTION
COSTS OF CURB, GUTTER
& SIDEWALK REPAIRS

A Resolution No. 4757 determining the total cost of the assessment by lot, authorizing the list of assessments by lot to be filed with the Clerk of City Council and ordering the same be opened for public inspection and authorizing the Clerk of Council to publish notice in a newspaper of general circulation that the list of assessments by lot is available for public inspection. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised in February Council passed a Resolution of necessity for property to be improved in advance of major construction projects. Mr. Dreisbach noted by Ordinance property owners were responsible for maintaining their curbs, gutters and sidewalks and residents were notified that certain improvements had to be made prior to the City's construction projects. Mr. Dreisbach advised the construction projects were completed on Chestnut Street and College Avenue and it was time to begin the assessing process for the costs the City incurred. Mr. Dreisbach noted the work was completed for $87,000 and Exhibit "A" on page 26 of the agenda was a list of the work done and the cost for each parcel. Mr. Dreisbach advised the Clerk would publish the costs in the newspaper for three consecutive weeks and property owners could file an objection if they had a concern or complaint about the assessment and Council could hear their objection. Mr. Dreisbach noted should there be no objections an assessment Ordinance would come before Council to assign the costs to the tax rolls for a period of 5 years at 5% interest. Mr. Dreisbach advised if property owners would rather pay in cash they could do so within 30 days after the passage of the assessing Ordinance.

Mr. Bogard inquired if property owners were notified of the assessment by certified mail. Mr. Dreisbach advised property owners were notified of the estimated cost by certified mail and now the actual costs would be published. Mr. Dreisbach noted without exception each cost was less than the estimated cost so there should be no surprises for property owners.

Mr. Bogard moved to adopt Resolution No. 4757. Mr. Harman seconded. The motion passed 6-0-0.

RESOLUTION
EQUIPMENT PURCHASE

A Resolution No. 4758 authorizing the City Manager to enter into a contract with ADS, LLC for the replacement of water main flow stopping equipment at a cost not to exceed $75,927.03. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised the existing equipment was 20 years old and had reached the end of its useful life. Mr. Dreisbach noted the City developed specifications for the replacement equipment and received one bid since the equipment was proprietary and there were very few vendors across the U.S. that could produce it. Mr. Dreisbach advised the bid was 5% below the budgeted amount and asked Council for permission to obtain the critical equipment used for operations in the Water Distribution Division.

Mr. McKeehan inquired if the manufacturer was the same one that was used for the existing equipment. Mr. Dreisbach advised the manufacturer evolved from the same company. Mr. Dreisbach noted the machine was able to insert a plug into a water main to stop or limit flow which allowed repairs to water mains while disrupting the fewest number of customers possible.

Mr. McKeehan moved to adopt Resolution No. 4758. Mr. Harman seconded. The motion passed 6-0-0.

ORDINANCE
FIRST READING
NEW CHAPTER 139

An Ordinance Repealing Oxford Codified Ordinance Chapter 139 Entitled Student/Community Relations Commission, And Adopting New Oxford Codified Ordinance Chapter 139 Entitled Student/Community Relations Commission, To Amend The Composition And Organizational Structure Of The Student/Community Relations Commission. (Jung-Han Chen, Community Development Director)

Mr. Chen advised the purpose of the proposed legislation was to increase the number of community and student members for the Student/Community Relations Commission (SCRC). Mr. Chen noted the current composition was 9 voting members and 6 ex-officio members and the proposed legislation would increase the voting members to 11 and the ex-officio members to 12. Mr. Chen advised there would be 5 student representatives appointed by the Associated Student Government and there would be 6 community members one of whom would reside in the mile square and one of whom would serve as a co-chair. Mr. Chen noted on the student side one member would be the Secretary for Off Campus Affairs and two would serve 2 year terms. Mr. Chen advised the purpose was to expand the connection between the student body and the community and allow the SCRC to be the platform for student/community issues to be discussed and make recommendations to Council. Mr. Chen noted this effort was a follow up to the town-gown seminar that Miami University representatives, City staff, and Ms. Rousmaniere attended last year and one piece was to further integrate the student population with the community.

Ms. Rousmaniere advised she liked the proposal and noted she attended the International Town-Gown Association conference earlier this summer and it was clear that the strongest cities in college towns were cities that had strong Student Community Relations Commissions. Ms. Rousmaniere advised she felt one of the best parts of the proposal was the that the student leader would serve a two year term.

Mayor Keebler noted that the initial terms for community members should be staggered. Mr. McHugh advised language would be added to cover staggered terms for the second reading.

ORDINANCES
SECOND READING

ORDINANCE
CONDITIONAL USE

An Ordinance No. 3223 Approving A Conditional Use Permit To Allow For The Expansion Of A Place Of Worship In A RO (Residential Office) District at 25 E. Walnut Street, Oxford, Ohio With Conditions. (Jung-Han Chen, Community Development Director)

Mr. Chen advised he had nothing further to add since the first reading of the proposed Ordinance. Mr. Chen asked for Council's approval of the proposed Ordinance subject to the conditions listed on page 34 of the agenda.

There were no comments from the petitioner, the public or Council members.

Mr. McKeehan moved to adopt Ordinance No. 3223. Ms. Rousmaniere seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. Harman, Mr. McKeehan, Ms. Rousmaniere, Mr. Blackburn, Mr. Bogard, Mayor Keebler (6)

NAY: None (0)

ABS: None (0)

ORDINANCE
CODE UPDATE

An Ordinance No. 3224 To Approve Current Replacement Pages Of The Oxford Codified Ordinances. (Mary Ann Eaton, Clerk of Council)

Ms. Eaton had no further comments regarding the proposed Ordinance.

Mr. Bogard noted the code book was quite heavy as were the replacement pages. Mr. Bogard noted his hope that staff would come up with a plan to put the code in an electronic format and not waste so much paper.

Mr. Bogard moved to adopt Ordinance No. 3224. Mr. Blackburn seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. McKeehan, Ms. Rousmaniere, Mr. Blackburn, Mr. Bogard, Mr. Harman, Mayor Keebler (6)

NAY: None (0)

ABS: None (0)

ANNOUNCEMENTS

Mr. Elliott advised he presently served on the Butler County 9-1-1 Planning Committee and noted the committee was comprised of a county commissioner, city manager from the largest city in the county, a township trustee of the most populous township, another township trustee and city manager. Mr. Elliott noted the city managers of Fairfield, Oxford, and Middletown rotated serving on the committee for a year. Mr. Elliott advised there were 6 Public Safety Answering Points (PSAPs) in Butler County and state law required each county to reduce their number of PSAPs to 5. Mr. Elliott advised an agreement was reached for the Butler County Sheriff's Office to provide dispatch services to the City of Hamilton bringing Butler County into compliance with the state law. Mr. Elliott noted in 2018 the number of PSAPs would be reduced to 3 in order to receive the full allotment of cell phone surcharge money that was collected by the state and returned to the counties.

Mr. Elliott updated Council and the public with regard to the municipal income tax reform bill noting a substitute bill was submitted to Chairman Beck by several municipalities which was much more revenue neutral. Mr. Elliott advised he would watch the progress of the bill carefully and continue to provide updates.

Ms. Rousmaniere advised Jason Kline was a member of a local boy scout troop and he would be placing storm water medallions on curb-side catch basins in the northwest corner of Oxford over the next few weeks. Ms. Rousmanaiere noted Mr. Kline would also provide hand-outs to residents which provided information about storm drains and pollution in Oxford's waterways. Ms. Rousmaniere advised the handout also provided tips on improving waterways such as keeping vehicles properly maintained, keeping yard waste and trash away from storm sewers, using lawn chemicals sparingly and properly disposing of hazardous materials. Ms. Rousmaniere noted as recently as 2010 some of Oxford's waterways were determined to be polluted by the EPA and the reasons included soil run-off, run-off from cleaning products, herbicides and lawn fertilizer. Ms. Rousmaniere advised the Environmental Commission supported Mr. Kline's project.

Mr. Bogard noted temperatures had been in the 90s and the heat index over 100 degrees and encouraged residents to drink water and stay hydrated.

ADJOURN

Mr. Bogard moved to adjourn at 8:10 p.m. Ms. Rousmaniere seconded. The motion passed 6-0-0.