A Regular meeting of the Oxford City Council was called to order by Mayor Richard Keebler on Tuesday, November 16, 2010 at 6:30 p.m. Those members present were Ken Bogard, Kate Currie, Greig Rutherford, Bob Blackburn, John Harman and Kevin McKeehan.

Staff members present: Mr. Doug Elliott, City Manager; Mr. Mike Dreisbach, Service Director; Mr. Steve Schwein, Police Chief; Mr Joe Newlin, Finance Director; Mr. Jung-Han Chen, Community Development Director; Mr. Alan Kyger, Economic Development Director; Mr. John Detherage, Fire Chief; Ms. Donna Heck, Human Resources 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) for the purpose of discussing appointments to Boards and Commissions, (G)(4) for the purpose of reviewing collective bargaining strategies and (G)(5) for the purpose of discussing confidential matters related to utilities. Mr. McKeehan seconded. The motion passed by the following roll call:

AYE: Mr. Blackburn, Mr. Bogard, Ms. Currie, Mr. Harman, Mr. McKeehan, Mr. Rutherford, Mr. Keebler (7)

NAY: None (0)

ABS: None (0)

RETURN FROM EXECUTIVE SESSION

Mr. Blackburn moved to adjourn from Executive Session at 7:28 p.m. Ms. Currie seconded. The motion passed by the following roll call:

AYE: Mr. Bogard, Ms. Currie, Mr. Harman, Mr. McKeehan, Mr. Rutherford, Mr. Blackburn, Mr. Keebler (7)

NAY: None (0)

ABS: None (0)

PLEDGE OF ALLEGIANCE

Mayor Keebler called for the Pledge of Allegiance.

APPROVAL OF AGENDA

Ms. Currie moved to approve the agenda. Mr. McKeehan seconded. The motion passed 7-0-0.

PUBLIC PARTICIPATION

PROCLAMATION 'HUMAN RIGHTS AND SOCIAL JUSTICE DAYS'

Mayor Keebler read the Proclamation and presented it to Ms. Jacqueline Rioja Velarde.

Ms. Jacqueline Rioja Velarde, Assistant Director, Center for American and World Cultures, thanked the City of Oxford and the whole Oxford community for their continued support of the Human Rights and Social Justice Program which was in its seventh year.

PRESENTATION BUTLER COUNTY AUDITOR'S OFFICE

Mr. David Brown, Deputy Auditor, noted it was always a pleasure to be in Oxford. Mr. Brown advised the dog tag renewal period would last from December 1st through January 31st and noted dog tags could be purchased for $14.00 per dog.

Mr. Brown advised the Auditor's Office would like Fire Chiefs in the community to consider sending them copies of their fire reports. Mr. Brown noted the Auditor's Office would send an appraiser to the fire location to assess the damage and reduce the property value for the damage sustained.

Mr. Brown advised the Auditor's Office would provide a Triennial update of property values in 2011 based on sales.

APPOINTMENTS TO BOARDS AND COMMISSIONS

Ms. Currie moved to appoint Mr. Thomas Wright to the Housing Advisory Commission for a term lasting four years. Mr. Harman seconded. The motion passed 7-0-0.

Ms. Currie moved to reappoint Mayor Keebler and Mr. Harman to the Planning Commission, Mr. Bogard to the Recreation Board, Mr. Harman to the Historic and Architectural Preservation Commission, herself and Mr. McKeehan to the Community Improvement Corporation, Mr. Blackburn to the Student Community Relations Commission, Mr. Rutherford to the Police Advisory Board, Mr. Rutherford to the Environmental Commission, herself and Mr. McKeehan to the Housing Advisory Commission, herself and Mr. Bogard to the Firefighters Dependents Board, Mr. Blackburn and Mayor Keebler to the Woodside Cemetery Board, Mr. Bogard as the OKI Representative, Mr. Blackburn to the Senior Citizens Board of Trustees, Mr. Bogard to the Butler County Land Use Coordinating Committee, Mr. Blackburn to the Visitors & Convention Bureau Board, and Mr. Rutherford to the Oxford Parking and Transportation Advisory Board for terms ending December 1, 2011. Mr. Rutherford seconded. The motion passed 7-0-0.

PUBLIC COMMENTS

Mr. Matt Ciccone, Secretary, Off Campus Affairs, introduced Jeff Segrave, Co Chair for Make a Difference Day.

Mr. Jeff Segrave, addressed Council regarding the Make a Difference Day event which occurred in Oxford on November 6, 2010. Mr. Segrave noted 170 participants completed various projects at 14 locations in the Oxford community ranging from alley clean-up to a large scale landscaping project at Hueston Woods. Mr. Segrave thanked Mayor Keebler for making an appearance and saying a few words to the volunteers before they set off to perform their individual projects.

Mayor Keebler thanked the volunteers for their efforts.

CONSENT AGENDA

Mr. Rutherford requested removal of item C. Report.

MINUTES

Minutes of the November 2, 2010 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

REPORTS

Report regarding the October 21, 2010 Recreation Board Meeting. (Gail Brahier, Parks and Recreation Director)

Report regarding the November 3, 2010 Environmental Commission Meeting. (Mike Dreisbach, Service Director)

Report regarding the November 3, 2010 Historic and Architectural Preservation Commission Meeting. (Jung-Han Chen, Community Development Director)

RESOLUTION
SALVAGED VEHICLES

A Resolution No. 4570 authorizing the sale of salvaged, junk and/or abandoned motor vehicles. (Steve Schwein, Police Chief)

RESOLUTION
CONTRACT WITH
ALLIED BENEFIT SYSTEMS, INC.

A Resolution No. 4571 authorizing the City Manager to enter into a contract with Allied Benefit Systems, Incorporated as third party administer (TPA) for the City of Oxford benefit plan. (Donna Heck, Human Resources Director)

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

REPORT

Report regarding the October 28, 2010 Board of Zoning Appeals Meeting. (Jung-Han Chen, Community Development Director)

Mr. Rutherford referred to page 16 of the agenda and noted concern with case number BZA-12-2010. Mr. Rutherford noted a variance was granted to allow the applicant to construct a new house that was more than 30 feet from the road. Mr. Rutherford inquired if every residential house that was set back more or less than 30 feet without a variance was nonconforming. Mr. Chen advised yes and noted the intent was to provide a consistent streetscape. Mr. Rutherford noted he felt the average setback provision was being misinterpreted. Mr. Rutherford inquired if the Board of Zoning Appeals looked at whether or not a variance was necessary before they rendered a decision. Mr. McHugh advised procedurally, the Board of Zoning Appeals heard from the City, the applicant, and citizens with relevant evidence and information and then deliberated a case. Mr. Rutherford reiterated his concerns noting this case established a precedent that any house that was not set back exactly 30 feet and had no variance was nonconforming. Mayor Keebler requested staff to look into the issue and report back to Council.

Mr. Bogard moved to accept the report regarding the October 28, 2010 Board of Zoning Appeals Meeting. Ms. Currie seconded. The motion passed 7-0-0.

RESOLUTION
NEW FUND

A Resolution No. 4572 approving the creation of a new fund for the 2011 operating budget to provide for Fire and Emergency Medical Services. (Joe Newlin, Finance Director)

Mr. Newlin advised the proposed Resolution was before Council as a result of the passage of Issue 15 two weeks ago. Mr. Newlin advised documentation would be submitted to the State Auditor's Office showing Council approved setting up a separate fund for the new revenue stream to support Fire and Emergency Medical Services.

Mayor Keebler advised Council was very pleased that Issue 15 passed two weeks ago and that the voters understood the issue and the need in the community and came forward to pass the levy with overwhelming support. Mayor Keebler thanked the voters and noted now it was up to Council to implement what they said they would implement and this was the first step in doing so.

Ms. Currie moved to adopt Resolution No. 4572. Mr. Blackburn seconded. The motion passed 7-0-0.

ORDINANCES
SECOND READING

ORDINANCE
2011 BUDGET

An Ordinance No. 3130 To Make Appropriations For Current Expenses And Other Expenditures Of The City Of Oxford, State Of Ohio, During The fiscal Year Ending December 31, 2011. (Joe Newlin, Finance Director)

Mr. Newlin advised he had no further comments and the proposed Ordinance contained the same information Council received during the detailed budget meetings. Mr. Newlin noted the proposed Ordinance would put those appropriations into effect next year.

Mr. McKeehan moved to adopt Ordinance No. 3130. Mr. Blackburn seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. Blackburn, Mr. Bogard, Ms. Currie, Mr. Harman, Mr. McKeehan, Mr. Rutherford, Mr. Keebler (7)

NAY: None (0)

ABS: None (0)

ORDINANCE
OUTLINING BUDGETED
TRANSFERS

An Ordinance No. 3131 Outlining Budgeted Transfers For The City Of Oxford, State Of Ohio, During The Fiscal Year Ending December 31, 2011. (Joe Newlin, Finance Director)

Mr. Newlin advised the proposed Ordinance was part of the budgeting process and would give the Finance Director the authority to make the transfers that were incorporated into the budget.

Mr. Bogard moved to adopt Ordinance No. 3131. Mr. Blackburn seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. Bogard, Ms. Currie, Mr. Harman, Mr. McKeehan, Mr. Rutherford, Mr. Blackburn, Mr. Keebler (7)

NAY: None (0)

ABS: None (0)

<u>ORDINANCE</u>
<u>2011 FEES</u>

An Ordinance No. 3132 Adopting Fees And Charges For Fiscal Year 2011. (Joe Newlin, Finance Director)

Mr. Newlin advised the proposed Ordinance contained fees and charges for the next fiscal year. Mr. Newlin noted at the request of Council at the last meeting, fees were rounded on the items in question and the fee for purchasing a meter bag for special uses was reduced to $10.00.

Mayor Keebler referred to page 45 of the agenda and noted Council had some concerns with increases in Administrative Zoning Review fees. Mayor Keebler noted Mr. Chen provided Council with a report which explained the proposed fees and it appeared they were well within or less than those being charged in other communities.

Mr. Harman noted the report from Mr. Chen provided good analysis and was very helpful.

<u>Mr. Harman moved to adopt Ordinance No. 3132. Mr. McKeehan seconded. The Ordinance was adopted by the following roll call:</u>

AYE: Ms. Currie, Mr. Harman, Mr. McKeehan, Mr. Rutherford, Mr. Blackburn, Mr. Bogard Mr. Keebler (7)

NAY: None (0)

ABS: None (0)

<u>ORDINANCE</u>
<u>2011 SALARIES</u>

An Ordinance No. 3133 Establishing Salaries And Certain Benefits For Salaried and Hourly Full-Time And Part-Time Employees Within the Service Of the City Of Oxford, Ohio, Paid From January 1, 2011 Through December 31, 2011. (Donna Heck, Human Resources Director)

Ms. Heck offered to address any additional questions.

Mayor Keebler advised no additional staff would be added in 2011 and no wage increases were anticipated. Mayor Keebler noted Council valued City employees very much but the economy prevented the ability to offer wage increases. Mayor Keebler advised it was important to note that no layoffs had occurred.

<u>Mr. Harman moved to adopt Ordinance No. 3133. Mr. Blackburn seconded. The Ordinance was adopted by the following roll call:</u>

AYE: Mr. Harman, Mr. McKeehan, Mr. Rutherford, Mr. Blackburn, Mr. Bogard, Ms. Currie, Mr. Keebler (7)

NAY: None (0)

ABS: None (0)

ANNOUNCMENTS

Mayor Keebler advised on October 19th Council held a Work Session with the Milford Township Trustees regarding the continuation of the contract for Oxford to provide EMS service to the western half of Milford Township. Mayor Keebler noted the City proposed to continue the service for $12,400 per year. Mayor Keebler advised Milford Township came back with a figure of $6,200 for a period of 4 years due to their budget constraints. Mayor Keebler suggested that Council accept the offer of $6,200 for a one year period to give Milford Township an opportunity to raise additional funds to meet the contract expenses in the future. Mayor Keebler inquired if Council agreed with this suggestion with the idea that by 2012 the contract would have to be more in line with the formula that was presented to Milford Township during the Work Session. Council agreed that a one year contract at $6,200 was appropriate.

Mayor Keebler noted the Village of College Corner inquired about the possibility of Oxford providing service to the Preble County portion of the village. Mayor Keebler advised Council would consider the matter once a formal letter from the village was received.

Mr. Elliott advised he prepared a draft contract with Milford Township and a Resolution regarding the matter would appear on the next Council agenda.

Mr. Elliott thanked the voters for the passage of Issue 15 noting it was a good indication that the voters understood the importance of the levy which would allow the City to maintain current staffing and eliminate the estimated operating deficit for 2011.

Mr. Elliott noted a meeting would be held in December regarding the re-routing of US-27 traffic through the City. Mr. Elliott advised he would report the exact date, time and location as soon as it was known.

Mr. Elliott noted complaints had been received regarding raccoon and skunk problems in the Uptown area and the Animal Control Officer and two Public Safety Assistants would tackle the problem over the Thanksgiving and Christmas breaks.

Mr. Kyger advised parking meters would be changed out over the Thanksgiving break and blue handicapped meters were installed but not operational yet.

Mr. McHugh advised the Community Improvement Corporation meeting on Friday had been cancelled.

Mr. McKeehan thanked the voters and those who served on the Issue 15 Committee for its passage and noted it was very gratifying.

Mr. Rutherford advised the Environmental Commission was looking at efficiencies within City facilities and asked for copies of agreements with Duke Energy. Mr. Rutherford noted the Environmental Commission would like information regarding how the City paid for the energy to operate street lights and traffic lights which Mr. Elliott and Mayor Keebler addressed.

Mr. Rutherford encouraged everyone to utilize local merchants for their holiday shopping needs.

Mr. Bogard advised he received a picture from Kathy McMahan Klosterman and Joanne McQueen with the following message 'To the City Council of Oxford from Oxford's League of Women Voters in appreciation for helping us celebrate the 90th anniversary of women's suffrage August 26, 2010.' Mr. Bogard shared the picture with Council and asked Mr. Elliott to post it at City Hall before filing it.

Mr. Bogard updated Council with regard to the OKI meeting he attended last week. Mr. Bogard advised he was appointed to the nominating committee at OKI along with Gary Moore, Boone County Judge and Bill Brayshaw, Hamilton County Engineer. Mr. Bogard noted they would meet in December to select and review all new appointments from various cities in Southwest Ohio, Kentucky and Indiana.

Mr. Bogard noted Oxford continued to lead Fairfield in the Recycle to Win Challenge.

Mr. Bogard inquired how many deer had been harvested so far this season and Mr. Elliott advised 7.

Mr. Bogard wished everyone a happy and safe Thanksgiving holiday.

Ms. Currie asked Ms. Brahier to provide an overview of the Holiday Festival.

Ms. Brahier advised the Holiday Festival would take place December 3rd and welcomed everyone to attend the community event to kick-off the holidays. Mr. Brahier noted several of the Talawanda Choruses would perform, Santa would arrive and there would be a live reindeer exhibit. Ms. Brahier advised the Community Arts Center would open its doors on Saturday, December 4th and host an Arts & Craft Show as well as visits with Santa.

Ms. Currie noted art works done by area organizations in honor of the Bicentennial would be on display Saturday December 4th at the Community Arts Center.

Mr. Harman noted the Holiday Festival events were posted on the City's website.

Mr. Harman thanked the voters for the passage of Issue 15.

Mr. Harman advised citizens had told him they liked the temporary sidewalk which was installed on US-27 South.

Mr. Blackburn thanked all of those who voted for Issue 15.

Mr. Blackburn noted he spoke to the manager of the Meal Center in Hamilton who advised they were very pleased to have the venison from Oxford's Deer Management Program.

Mr. Blackburn wished everyone a Happy Thanksgiving.

ADJOURNMENT

Ms. Currie moved to adjourn at 8:34 p.m. Mr. Bogard seconded. The motion passed 7-0-0.