A Regular meeting of the Oxford City Council was called to order by Mayor Kevin McKeehan on Tuesday, November 4, 2014 at 7:15 p.m. Those members present were Bob Blackburn, Richard Keebler, Kate Rousmaniere, Mike Smith, Steve Snyder and Edna Southard.

Staff members present: Mr. Doug Elliott, City Manager; Mr. Bob Holzworth, Police Chief; Mr. Jung-Han Chen, Community Development Director; Mr. John Detherage, Fire Chief; Mr. Steve McHugh, Law Director and Ms. Mary Ann Eaton, Clerk of Council.

ADJOURN TO EXECUTIVE SESSION

Ms. Southard 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. Mr. Blackburn seconded. The motion passed by the following roll call:

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

NAY: None (0)

ABS: None (0)

RETURN FROM EXECUTIVE SESSION

Mr. Snyder moved to adjourn from Executive Session at 7:30 p.m. Mr. Blackburn seconded. The motion passed 7-0-0.

PLEDGE OF ALLEGIANCE

Mayor McKeehan requested the Pledge of Allegiance.

APPROVAL OF AGENDA

Mr. Keebler moved to approve the agenda. Mr. Smith seconded. The motion passed 7-0-0.

PUBLIC PARTICIPATION

APPOINTMENTS TO BOARDS AND COMMISSIONS

Mr. Smith nominated Kelsey Sturgill to fill an unexpired term on the Historic and Architectural Preservation Commission ending June 30, 2015. Mr. Snyder seconded. The motion passed 7-0-0.

PUBLIC COMMENTS

Mr. Ben Wright, 715 W. Chestnut Street, advised he began working for Miami University in August at the Office of Community Engagement and Service and his position was called Capacity Building Coordinator. Mr. Wright noted this was a fulltime position for the first time and he was happy to be aboard. Mr. Wright advised he was involved with the Walk About program, Share Fest, and noted it was Hunger and Homelessness Awareness Week on campus. Mr. Wright noted he helped coordinate student volunteerism within the community for one time or ongoing events and he was working on community engagement as a whole. Mr. Wright advised students were invited to the Apple Butter Festival and the Shared Harvest Festival not just to volunteer but to become engaged in the community.

Ms. Rousmaniere inquired if Mr. Wright would regularly attend Council Meetings and Mr. Wright advised yes. Mr. Wright noted he also served on the Student Community Relations Commission and the Needs Awareness Committee for the Oxford Community Foundation.

CONSENT AGENDA

MINUTES

Minutes of the October 21, 2014 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

REPORTS

Report regarding the October 14, 2014 Planning Commission Meeting. (Jung-Han Chen, Community Development Director)

Report regarding the October 15, 2014 Board of Zoning Appeals Meeting. (Jung-Han Chen, Community Development Director)

Report regarding the October 16, 2014 Recreation Board Meeting. (Gail Brahier, Parks and Recreation Director)

Report regarding the October 22, 2014 Civil Service Commission Meeting. (Donna Heck, Human Resources Director)

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

RESOLUTIONS

RESOLUTION
EXTEND ADDENDUM AGREEMNET

A Resolution No. 4873 authorizing the City Manager to extend the addendum to the license agreement between the City of Oxford and the Oxford Community Foundation for a period of two (2) years. (Doug Elliott, City Manager)

Mr. Elliott advised the Oxford Community Foundation owned a home at 338 N. Locust Street and in 2009 Council adopted a Resolution allowing the foundation to improve a portion of a dedicated alley immediately south of the residence. Mr. Elliott noted the proposed Resolution would authorize an extension of the license agreement which was set to expire. Mr. Elliott advised the house was being rented and it was being marketed for sale and the proposed Resolution would extend the addendum for an additional two years. Mr. Elliott noted members of the Oxford Community Foundation were in attendance if there were any questions for them.

Mr. Jim Robinson, advised the Oxford Community Foundation acknowledged when they came for the last extension that the house would be rented but only to persons who qualified as single-family as defined by the zoning code. Mr. Robinson noted the house was being actively marketed and it was being shown tomorrow. Mr. Robinson advised it would only be sold as a single family home as defined by the code. Mr. Robinson advised the foundation had been able to maintain the home with funds from the fund used to set up this project and with the assistance of a lot of volunteers. Mr. Robinson noted the foundation was optimistic that they would be able to sell the house and keep it in the stock for single family homes in the mile square.

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

Ms. Rousmaniere inquired how the foundation acquired the house. Mr. Robinson advised an individual donor gave the foundation a sum of money to be used for this particular kind of project.

Mr. Snyder moved to adopt Resolution No. 4873. Mr. Keebler seconded. The motion passed 7-0-0.

RESOLUTION
CONTRACT WITH RUMPKE

A Resolution authorizing the City Manager to enter into a contract with Rumpke of Ohio, Inc. for the collection and disposal of solid waste and for the collection and processing of recyclable materials for the City of Oxford and its residents for a two (2) year period beginning January 1, 2015. (Mike Dreisbach, Service Director)

Mr. Elliott advised the City had a contract with Rumpke of Ohio, Inc. to provide solid waste and recycling collection and disposal services and the contract was set to expire at the end of the year. Mr. Elliott noted the City developed specifications, advertised for bids and received 2 bids. Mr. Elliott advised one bid was from Best Way Disposal for a very small portion of the contract and Rumpke submitted a bid for the complete contract. Mr. Elliott noted staff reviewed the bids and were recommending the contract be awarded to Rumpke with an annual savings of $3,000. Mr. Elliott advised the contract would be for 2 years with the option of 3 1 year extensions. Mr. Elliott noted there was a decrease in costs for commercial service and a 5% increase in costs for curbside refuse and recycling collection. Mr. Elliott advised he felt Rumpke provided very good service to the City of Oxford.

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

Ms. Rousmaniere inquired if the bid was based on receiving three tiered volume based service. Mr. Elliott advised staff did request bids for various levels of residential refuse service and after review felt it was not cost effective. Ms. Rousmaniere stated so the three tiered service that the Environmental Commission was advocating for was more expensive and Mr. Elliott advised yes. Ms. Rousmaniere inquired if it was more expensive for the City and for the residents and Mr. Elliott noted the bid for the tiered service was more than the bid for standard service. Mr. Keebler noted it may have been slightly more costly but in fact people who put less at the curb may pay less than people who put more at the curb and there was no analysis of that. Mr. Elliott noted he did not have the detailed bid with him this evening as he was filling in for Mr. Dreisbach and suggested that Council table the Resolution and he would provide them with the detailed bid tomorrow. Ms. Rousmaniere noted the Environmental Commission was meeting tomorrow evening and she would bring this matter to their attention.

Mr. Keebler moved to table the proposed Resolution until the next meeting. Mr. Blackburn seconded. The motion passed 7-0-0.

ORDINANCES
FIRST READING

ORDINANCE
2015 APPROPRIATIONS

An Ordinance To Make Appropriations For Current Expenses And Other Expenditures Of The City Of Oxford, State Of Ohio, During The Fiscal Year Ending December 31, 2015. (Joe Newlin, Finance Director)

Mr. Elliott advised the proposed Ordinance reflected the annual budget for fiscal year 2015 as presented to Council at their Budget Work Session in October. Mr. Elliott noted the proposed budget included a 2% COLA for fulltime employees which was in line with the current police contracts, it included the 27 pay periods for the year and it included 11 retirements that staff anticipated throughout next year. Mr. Elliott noted the proposed budget included 4.5 million dollars for capital improvements and equipment spending and staff included a one million dollar transfer to the Municipal Facilities Improvement Fund as suggested by Council. Mr. Elliott advised the proposed budget reflected decreased revenue and expenditures in the refuse fund by $120,000 due to favorable pricing in a new agreement with Rumpke. Mr. Elliott noted the proposed Ordinance would give the City Manager and staff the authority to make expenditures during fiscal year 2015.

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

Mr. Keebler noted that Mr. Elliott summarized the proposed budget and that Council thoroughly discussed and vetted the material during their Work Session.

Mr. Blackburn noted unlike a lot of cities, Oxford have a budget and had lived by it over the past 5 years.

ORDINANCE
BUDGETED TRANSFERS

An Ordinance Outlining Budgeted Transfers For The City Of Oxford, State Of Ohio, During The Fiscal Year Ending December 31, 2015. (Joe Newlin, Finance Director)

Mr. Elliott advised the proposed Ordinance was the annual transfer ordinance related to the budget ordinance. Mr. Elliott summarized the proposed ordinance noting it included the transfer from the General Fund to the Municipal Facilities Improvement Fund. Mr. Elliott advised it also included a transfer from the General Fund to the Capital Improvement and Capital Equipment Funds because they did not have a source of revenue. Mr. Elliott noted it also included a transfer to the Street Fund. Mr. Elliott offered to discuss each transfer if Council so desired. Mr. Elliott noted the transfer ordinance was required each year.

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

Mayor McKeehan advised Council discussed the budget thoroughly and it was very fiscally conservative and fiscally sound.

Mr. Keebler noted the transfers were bookkeeping measures required by ordinance to support the budget.

ORDINANCE
BUDGETED ADVANCES

An Ordinance Outlining Budgeted Advances For The City Of Oxford, State Of Ohio, For The Fiscal Year Ending December 31, 2015. (Joe Newlin, Finance Director)

Mr. Elliott advised this was the annual 2015 advance ordinance related to the budget and as an example it showed that $568,700 would be advanced from the General Fund to the Capital Improvement Fund for the High Street from Poplar to Campus rebuild. Mr. Elliott noted the City would get reimbursed for a portion of that but the entire amount had to be budgeted. Mr. Elliott advised a good portion of the advances would be paid back to the General Fund.

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

ORDINANCE
FEES AND CHARGES

An Ordinance Adopting Fees And Charges For Fiscal Year 2015. (Joe Newlin, Finance Director)

Mr. Elliott advised this was the fee and charges ordinance which was presented to Council each year. Mr. Elliott noted there were changes in the Recreation Department as presented on pages 46-48 of the agenda and changes in the Community Development Department as presented on pages 48-50 of the agenda. Mr. Elliott referred to Refuse Service on page 58 of the agenda and advised a new fee was being initiated for the special move in move out solid waste removal service within the Mile Square 'Plus' area.

Mr. Elliott noted each year as students moved into and out of the City, the City provided special waste collection services and last year the cost was nearly $39,000. Mr. Elliott advised this additional cost had been borne by all rate payers even though the service was only available to those living in the greater mile square. Mr. Elliott noted this service was provided to keep the greater mile square free from trash and litter during move in and move out periods. Mr. Elliott advised the cost was not being passed on to the users of that service and staff was proposing a user fee that applied to dwelling units with rental permits in the greater mile square. Mr. Elliott noted the fee would not apply to multiple dwelling units utilizing commercial dumpsters. Mr. Elliott advised the proposed fee ordinance did not reflect an increase for residential recycling and solid waste collection and it did not reflect an increase in water and sewer rates.

Mr. Keebler referred to 'Refuse Service' on page 58 of the agenda and advised it did not read well and it was very confusing. Mr. Keebler requested that staff re-work the language before the next meeting.

Mr. Blackburn inquired if the increases in the Community Development Department fees were driven by increases from National Inspection Corporation. Mr. Chen advised the increases would bring Oxford closer in line to what surrounding municipalities were charging for inspections and other services.

Mr. Keebler referred to the middle of page 59 of the agenda and inquired what 'cost determined by Oxford' meant. Mr. Elliott advised he would find out and address the question at the next meeting.

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

ORDINANCE
2015 SALARIES

An Ordinance 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, 2015 Through December 31, 2015. (Doug Elliott, City Manager)

Mr. Elliott noted this was the annual salary and benefits Ordinance and referred to page 63 of the agenda which explained changes and additions. Mr. Elliott noted the custodian position in the Parks and Recreation Department was changed from full-time to part-time. Mr. Elliott advised the Assistant Fire Chief/Inspector position was removed and two full-time Captains were added as discussed during Council's Work Session. Mr. Elliott noted staff was also recommending a 2% cost of living increase. Mr. Elliott offered to answer any questions.

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

Mr. Keebler referred to page 68 of the agenda and advised the number of part-time Fire Captains was changed from 3 to 1 and noted he felt it should stay at 3 because all shifts needed to be covered. Mr. Keebler referred to the last two lines under Fire Division and advised that language needed to be stricken as it was no longer appropriate.

ORDINANCES
SECOND READING

ORDINANCE
AMEND SECTION 521.08(b)

An Ordinance No. 3284 Amending Section 521.08(b) Of The Codified Ordinances Of The City Of Oxford, Ohio, Entitled Littering Or Allowing Litter To Remain Upon Property; Corrupting Or Altering A Watercourse. (Bob Holzworth, Police Chief)

Chief Holzworth noted as explained at the first reading this was the addition of one word to clear up an inconsistency in subsection (b). Chief Holzworth offered to answer any questions.

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

Mayor McKeehan advised the proposed Ordinance would add a word to subsection (b) that was inadvertently omitted.

Mr. Snyder moved to adopt Ordinance No. 3284. Ms. Rousmaniere seconded. The Ordinance was adopted by the following roll call:

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

NAY: None (0)

ABS: None (0)

ORDINANCE
SUPPLEMENTAL BUDGET

An Ordinance No. 3285 Amending Ordinance No. 3249. Supplemental Budget Ordinance Number 7 To Make Supplemental Appropriations For Fiscal Year 2014. (Joe Newlin, Finance Director)

Mr. Elliott advised the supplemental budget would allow for an appropriation to the Municipal Facilities Capital Improvement Fund in the amount of $2,000,000.

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

Mr. Snyder noted this appropriation was discussed during the Budget Work Sessions.

Mr. Snyder moved to adopt Ordinance No. 3285. Mr. Keebler seconded. The Ordinance was adopted by the following roll call:

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

NAY: None (0)

ABS: None (0)

ANNOUNCEMENTS

Mr. Elliott noted the polls closed at 7:30 p.m. and the results of Issue 2 would be available soon. Mr. Elliott advised Issue 2 was the Municipal Electric Aggregation Issue and if it passed staff would move forward with setting dates for Public Hearings. Mr. Elliott suggested the Public Hearings be held prior to regular Council meetings. Mr. Elliott noted this would be an opt-out form of Municipal Aggregation and each electric consumer was included unless they chose not to participate.

Mr. Elliott noted Jessica Greene, Executive Director of the Oxford Visitors Bureau, spoke at the last meeting with regard to the Clean Ohio grant that would be awarded to the City. Mr. Elliott advised he met with Ms. Greene and Mr. Perry to discuss ways to obtain the matching funds and the process for spending grant funds. Mr. Elliott noted he would keep Council posted on this matter.

Mr. Chen advised the Historic and Architectural Preservation Commission (HAPC) would like to have a Work Session scheduled with Council to discuss several initiatives they were working on. Mayor McKeehan asked Mr. Chen to see Mr. Elliott and Ms. Eaton to schedule the Work Session.

Ms. Rousmaniere advised the Oxford Empty Bowls event would take place on Saturday, November 8th from 11:00 a.m. to 2:00 p.m. at the Oxford Community Arts Center. Ms. Rousmaniere noted this was a worldwide event that raised awareness and money to combat hunger at a luncheon where people chose a bowl created, decorated and donated by Miami University and Talawanda students filled it with homemade soup and afterwards the bowls could be taken home. Ms. Rousmaniere advised the cost was $10 for adults and free for children 10 and under.

Ms. Southard noted the Oxford Empty Bowls event benefitted the Oxford Community Choice Pantry and it was the largest fund raiser for the pantry each year. Ms. Southard encouraged everyone to attend the event.

Ms. Southard advised the City's Veterans Day Ceremony would take place on November 11th at 12:00 p.m. in the Martin Luther King Uptown Park. Ms. Southard noted it would be a beautiful ceremony and very meaningful in honoring veterans of this country.

Mr. Blackburn encouraged everyone to attend the Empty Bowls event noting the coordinators did a very good job.

Mr. Blackburn advised Oxford Seniors would hold a Christmas Bazaar and bean soup fund raiser on Saturday, November 15th.

Mr. Blackburn congratulated Talawanda High School students and the coaching staff for making it into the football play-offs.

Mr. Keebler thanked the Parks and Recreation Department for coordinating the Halloween event last Thursday in conjunction with the Chamber of Commerce and the Lions Club. Mr. Keebler noted the weather was beautiful and a lot of kids participated in the Uptown event. Mr. Keebler advised it was the 69th year for the Lions Club parade.

Mr. Keebler asked for an update on the US 27 S improvement project noting citizens were concerned about the temporary lane on the west side of the roadway and they were concerned that the new bridge was not under construction yet. Mr. Elliott advised there would be two lanes going over the existing bridge as construction of the new bridge began to the east side. Mr. Keebler stated the northbound lane would be diverted towards the west except for going over the bridge while the new bridge was being built. Mr. Elliott noted that was correct. Council members asked Mr. Elliott to place weekly updates on the City's website including graphics which would be helpful for Oxford residents.

Mr. Smith noted the Police and Fire Departments did a great job with the parade last week.

Mayor McKeehan noted the crowds were staggering at the Halloween event last Thursday. Mayor McKeehan advised he was a judge for the Greek Week Bandstand competition last Friday night which was also a lot of fun.

ADJOURN

Mr. Smith moved to adjourn at 8:25 p.m. Mr. Blackburn seconded. The motion passed 7-0-0.