

A Regular meeting of the Oxford City Council was called to order by Mayor Richard Keebler on Tuesday, November 20, 2012 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. Alan Kyger, Economic Development 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)(2) for the purpose of discussing property acquisition. Mr. Harman seconded. The motion passed by the following roll call:

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

NAY: None (0)

ABS: None (0)

ADJOURN FROM EXECUTIVE SESSION

Mr. McKeehan moved to adjourn from Executive Session at 7:30 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. Mr. McKeehan seconded. The motion passed 6-0-0.

PUBLIC PARTICIPATION

INTRODUCTION

DIRECTOR – OXFORD VISITORS BUREAU

Councilor Blackburn advised the Oxford Visitors and Convention Bureau dropped the “Convention” part of their name since there was not a convention center in Oxford and streamlined the operation by reducing the Board of Directors from 12 to 9 members and made it a working board. Councilor Blackburn noted the OVB was planning co-sponsorships with the Oxford Chamber of Commerce and with the Butler County Visitors Bureau.

Councilor Blackburn advised the Board of Directors hired a new Administrative Assistant and it was his pleasure to introduce the new Director, Ms. Jessica Greene. Councilor Blackburn noted Ms. Greene was from the area, a business owner in Oxford; she was married and a mother of two and had 13 years of experience working for Big Brothers/Big Sisters in Hamilton, Ohio. Councilor Blackburn advised Ms. Greene was vested in the community and had the enthusiasm to do the job.

Ms. Jessica Greene, Director, Oxford Visitors Bureau, thanked Council for inviting her to the meeting this evening and noted she was very excited about her new position. Ms. Greene advised the interview process was wonderful, she learned a lot, and felt the position of Director was a good fit. Ms. Greene noted she came with 13 years of non-profit experience including a lot of strategic planning experience and budgeting experience. Ms. Greene advised she enjoyed being a business owner in Oxford, she grew up in Oxford and attended Talawanda Schools and Miami University, and her children were in the Talawanda School District. Ms. Greene noted she looked forward to professionally giving back to the City.

Mayor Keebler thanked Ms. Greene for her comments and wished her good luck in her new career.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

MINUTES

Minutes of the November 6, 2012 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

REPORTS

Report regarding the November 7, 2012 Historic and Architectural Preservation Commission Meeting. (Jung-Han Chen, Community Development Director)

Report regarding the November 7, 2012 Environmental Commission Meeting. (Mike Dreisbach, Service Director)

RESOLUTIONS

RESOLUTION

WAIVE PARKING METER FEES

A Resolution No. 4710 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 the southern (2-hr) section of lot 52 from 9:00 a.m. on December 17, 2012 until 6:00 p.m. on January 1, 2013. The two hour restriction for meters in these locations will remain in effect. (Bob Holzworth, Police Chief)

RESOLUTION
AGREEMENT WITH
T-2 SYSTEMS, INC.

A Resolution No. 4711 authorizing the City Manager to enter into a three (3) year Software Subscription Agreement with T2 Systems, Inc. for the use of software utilized by the City of Oxford's Parking Unit at a total cost of forty one thousand seven hundred and eighty-one dollars (\$41,781.00) (Bob Holzworth, Police Chief)

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

RESOLUTIONS

RESOLUTION
CONTRACT WITH
ADLETA CONSTRUCTION, INC.

A Resolution No. 4712 accepting the bid of Adleta Construction, Inc. and authorizing the City Manager to enter into a contract with Adleta Construction, Inc. for the reconstruction of College Avenue from Spring Street to High Street at a cost of \$456,479.90 plus a contingency amount of ten percent (10%) of the contract price or \$45,647.99 for a total cost not to exceed \$502,127.89. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised the reconstruction of High Street was recently completed from College Avenue to Poplar Street with good success. Mr. Dreisbach congratulated the Engineering Division for obtaining additional grant money from the Ohio Public Works Commission which allowed the City to reconstruct College Avenue from Spring Street to High Street. Mr. Dreisbach noted specifications for the project were prepared and the project was put out for bid with 8 bids being received. Mr. Dreisbach advised Adleta Construction, Inc. was the lowest bidder and they performed the reconstruction of the first block of High Street several years ago. Mr. Dreisbach noted in addition, at Spring Break for Miami, the City would install a new sanitary line in the roadway and right after graduation the reconstruction of the street would begin. Mr. Dreisbach advised \$395,000.00 for the project would come from the Ohio Public Works Commission and the local budget was \$105,000.00.

Mr. Bogard inquired how much the sanitary sewer project would cost. Mr. Dreisbach advised approximately \$250,000.00 was budgeted for the project in the 2013 CIP but he believed the work could be done in house at a substantial savings.

Ms. Rousmaniere inquired if College Avenue would be closed from Spring Break until the reconstruction work was complete. Mr. Dreisbach advised the roadway would be reopened after the sanitary was installed until the reconstruction work began after graduation.

Mr. Bogard moved to adopt Resolution No. 4712. Mr. Blackburn seconded. The motion passed 6-0-0.

ORDINANCES
FIRST READING

SUPPLEMENTAL BUDGET

An Ordinance Amending Ordinance No. 3159. Supplemental Budget Ordinance No. 4 To Make Supplemental Appropriations For Fiscal Year 2012. (Joe Newlin, Finance Director)

Mr. Newlin discussed the items incorporated in the proposed Supplemental Budget as outlined in his staff report on pages 47-49 of the agenda.

Ms. Rousmaniere referred to page 47 of the agenda and inquired if this was the last of the Estate Tax the City would receive. Mr. Newlin advised the City could still receive funds in 2013 from estates that did not settle through the auditor's office in 2012.

Mr. Harman inquired if bed tax from the new Hampton Hotel was included in the projections for next year and Mr. Newlin advised no.

ORDINANCES
SECOND READING

ORDINANCE
NEW SECTION 935.05

An Ordinance No. 3189 Repealing Oxford Codified Ordinance Section 935.05 Entitled Street Tree Species To Be Planted, And Adopting New Oxford Codified Ordinance Section 935.05 Entitled Street Tree Species To Be Planted. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised he had nothing further to add since the first reading of the proposed Ordinance.

There were no comments from the public or from Council.

Mr. McKeehan moved to adopt Ordinance No. 3189. Mr. Blackburn seconded. The Ordinance was adopted by the following roll call:

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

NAY: None (0)

ABS: None (0)

ORDINANCE
2013 APPROPRIATION

An Ordinance No. 3190 To Make Appropriations For Current Expenses And Other Expenditures Of The City Of Oxford, State Of Ohio, During The Fiscal Year Ending December 31, 2013. (Joe Newlin, Finance Director)

Mr. Newlin advised there were no changes to the proposed Ordinance since the first reading.

There were no comments from the public or from Council

Mr. Harman moved to adopt Ordinance No. 3190. Mr. McKeehan seconded. The Ordinance was adopted by the following roll call:

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

NAY: None (0)

ABS: None (0)

ORDINANCE
BUDGETED TRANSFERS

An Ordinance No. 3191 Outlining Budgeted Transfers For The City Of Oxford, State Of Ohio, During The Fiscal Year Ending December 31, 2013. (Joe Newlin, Finance Director)

Mr. Newlin advised he had nothing further to add since the first reading of the proposed Ordinance

There were no comments from the public or from Council.

Mr. Blackburn moved to adopt Ordinance No. 3191. Mr. Mr. Harman seconded. The Ordinance was adopted by the following roll call:

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

NAY: None (0)

ABS: None (0)

ORDINANCE
BUDGETED ADVANCES

An Ordinance No. 3192 Outlining Budgeted Advances For The City Of Oxford, State Of Ohio, During The Fiscal Year Ending December 31, 2013. (Joe Newlin, Finance Director)

Mr. Newlin advised he had nothing further to add since the first reading of the proposed Ordinance.

There were no comments from the public or from Council.

Mr. Bogard moved to adopt Ordinance No. 3192. Mr. Blackburn seconded. The Ordinance was adopted by the following roll call:

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

NAY: None (0)

ABS: None (0)

ORDINANCE
2013 FEES

An Ordinance No. 3193 Adopting Fees And Charges For Fiscal Year 2013. (Joe Newlin, Finance Director)

Mr. Newlin referred to page 72 of the agenda and noted the fee for a conditional use permit was inadvertently changed for the first reading and was reverted back to \$400.00 for the second reading. Mayor Keebler noted Council amended that fee during the first reading. Mr. Newlin referred to page 84 of the agenda and noted the fee for non-sufficient funds checks was changed to read 'at cost to the City' because the bank fee could change during the year.

Mr. Blackburn moved to change the fee for non-sufficient funds checks to read 'at cost to the City'. Mr. Harman seconded. The motion passed 6-0-0.

There were no further comments from the public or from Council.

Mr. Blackburn moved to adopt Ordinance No. 3193. Mr. Harman seconded. The Ordinance was adopted by the following roll call:

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

NAY: None (0)

ABS: None (0)

ORDINANCE
SALARIES & BENEFITS

An Ordinance No. 3194 Establishing Salaries And Certain Benefits For Salaries And Hourly Full-Time And Part-Time Employees Within The Service Of The City Of Oxford, Ohio, Paid From January 1, 2013 Through December 31, 2013. (Donna Heck, Human Resources Director)

Mayor Keebler referred to page 102 of the agenda and advised at the last meeting Council requested that all hourly wages be rounded to the nearest penny.

Mr. McKeehan moved to substitute Ordinance number 6 as published in today's agenda rounding all hourly wages to the nearest penny. Mr. Blackburn seconded. The motion passed 6-0-0.

Mr. Newlin advised the wages were historically shown to the 1000th of a penny due to the way the auditors tested the City's books. Mr. Newlin noted adding the language 'an increase of 2% rounded up to the nearest penny' would eliminate the need to show more than 2 decimal points.

Ms. Rousmaniere noted she worked the polls during the last Council Meeting and requested an overview of the salaries and benefits for Oxford employees.

Mr. Elliott noted the major change was a 2% pay increase for full-time and some part-time positions to be in keeping with the increase for employees within a bargaining unit. Mr. Elliott advised some changes were also implemented that dealt with personal time and comp time balances as the City was carrying some large liabilities.

Mr. McKeehan moved to adopt the substituted Ordinance No. 3194 as published in today's agenda. Mr. Harman seconded. The Ordinance was adopted by the following roll call:

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

NAY: None (0)

ABS: None (0)

ANNOUNCEMENTS

Mr. Elliott advised the Lane Library Board of Trustees held a public input meeting on November 12, 2012 and the purpose of the meeting was to present two sites for a new Lane Library. Mr. Elliott noted the two sites presented were the City owned Western Knolls property and the former Wal-Mart site. Mr. Elliott advised that evening the group chose the former Wal-Mart site as the preferred site. Mr. Elliott noted a preliminary mixed-use plan had been approved by the City for that site which included apartments and commercial space and the library could occupy a 25,000 to 26,000 square foot building. Mr. Elliott advised the Lane Library Board of Trustees would consider this matter at their December meeting and if they decided to move forward the project could go before the Planning Commission after the first of the year.

Mr. Elliott referred to House Bill 601 which dealt with Municipal Income Tax Reform and noted the goal was to hold hearings on HB601 prior to the session ending in December. Mr. Elliott advised the City received an analysis of the bill from the Regional Income Tax Agency (RITA) who administered the City's income tax collection. Mr. Elliott noted RITA would also provide a financial impact statement on several items included in the Municipal Income Tax Reform bill and once that was received the City would have a better indication of the impact of the bill on the City of Oxford. Mr. Elliott advised he would report any additional information to Council.

Chief Holzworth advised collaborative groups were meeting next week to discuss the status of the ongoing collaboration between the Oxford and Miami University Police Departments. Chief Holzworth noted the town was emptying out for the Thanksgiving break and police patrols were ramping up with the assistance of MUPD. Chief Holzworth advised the departments were working closely with a local realtor and would check on over 100 properties on a regular basis during the break. Chief Holzworth noted he hoped for a calm break and he would report back to Council in two weeks.

Mr. Chen referred to the meeting schedule on page 4 of the agenda and noted the December 5, 2012 HAPC meeting was cancelled and the December 19, 2012 BZA meeting was cancelled.

Ms. Brahier thanked Miami University for their Make a Difference Day projects and noted 8-10 students helped with projects in the parks which was very much appreciated.

Ms. Brahier advised the Holiday Festival would take place on November 30th in the Uptown Parks. Ms. Brahier noted the Mayor would 'Light Up Oxford', Santa would arrive by fire truck and there would be free carriage rides. Ms. Brahier advised the festivities would continue on Saturday at the Oxford Community Arts Center and encouraged everyone to attend the community event.

Ms. Brahier wished everyone a nice Thanksgiving holiday.

Mr. Kyger advised the Hampton Inn opened last week so there would be more hotel rooms and more people staying in Oxford and shopping in Oxford. Mr. Kyger noted Orange Leaf also opened last week. Mr. Kyger advised Paisley (former Ball of Oxford) would open at the former Charisma location Uptown after the first of the year. Mr. Kyger noted there had already been discussion as to what might go in the current Ball of Oxford location at Stewart Square. Mr. Kyger referred to the safety cones on the sidewalk outside of the Courthouse and noted they were part of the Way Finding project he discussed at the October 16th meeting.

Mr. McHugh referred to the meeting schedule on page 4 of the agenda and advised the November 28, 2012 Civil Service Commission Meeting was cancelled.

Mayor Keebler noted the meeting cancellations were due to the lack of business not the lack of quorums.

Ms. Rousmaniere noted she sat on the Housing Advisory Board (HAC) as did Councilor McKeenan.

Ms. Rousmaniere advised two student groups presented studies at the HAC meeting last night regarding affordable housing and senior housing. Ms. Rousmaniere noted the HAC had been interested in those two issues for a while and they had a good discussion with the students. Ms. Rousmaniere advised the discussion furthered the HAC's concern with the City's over supply of housing directed towards one certain population and the under supply of housing that was attractive to other populations including low income people who could not afford certain rents and retirees who were interested in retiring in place in Oxford or moving to a house or an apartment that was more accessible for them. Ms. Rousmaniere noted the HAC was very interested in encouraging and developing affordable housing and senior housing in whatever way possible including working with developers and current landlords to develop housing that was attractive to seniors, families and low income people. Ms. Rousmaniere advised the HAC would continue working on the initiatives and she felt a lot of people in the community were interested in those topics as well.

Mr. Harman wished everyone a Happy Thanksgiving.

Mr. Blackburn noted he was on the Senior Citizens Board and expressed his thanks to the Alpha Phi Omega Fraternity who helped with the Holiday Festival at the Senior Center last weekend.

Mr. Blackburn advised Christmas Trees for the Lions' Club Christmas Tree sale would arrive in Oxford on Saturday morning.

Mr. Blackburn wished everyone a Happy Thanksgiving.

Mr. Bogard advised the Random Acts of Simple Kindness Affecting Local Seniors (RASKALS) program operated through the Senior Center also took place last weekend and many Alpha Phi Omega members raked his 90 year old neighbor's entire yard. Mr. Bogard noted his neighbor was very appreciative of the opportunity.

Mr. Bogard wished safe travels for those leaving town for Thanksgiving and a safe return.

Mr. McKeehan wished everyone a Happy Thanksgiving and noted for a post Thanksgiving workout, people could help the Lions Club unload Christmas Trees on Saturday morning.

Mayor Keebler advised a Hazardous Materials Collection program and an Electronic Waste Collection program took place for the first time in Oxford. Mayor Keebler noted 57,000 pounds of hazardous waste was collected and over 5 tons of electronic waste was collected. Mayor Keebler advised it made a big difference to have the programs locally and noted his hope they would become annual events. Mayor Keebler thanked staff for organizing the events.

Mayor Keebler advised the Butler County Engineers Office held snow plow training and 4 City of Oxford drivers placed in the top ten 10 in Butler County in the maneuverability test.

ADJOURN

Mr. Bogard moved to adjourn at 8:11 p.m. Mr. McKeehan seconded. The motion passed 6-0-0.