A Regular meeting of the Oxford City Council was called to order by Mayor Richard Keebler on Monday, November 18, 2013 at 7:15 p.m. Those members present were Ken Bogard, Bob Blackburn, John Harman, Kevin McKeehan and Steve Snyder. Kate Rousmaniere arrived at 7:20 p.m.

Staff members present: Mr. Doug Elliott, City Manager; Mr. Mike Dreisbach, Service Director; Mr. Joe Newlin, Finance Director; Mr. Bob Holzworth, Police Chief; Mr. Jung-Han Chen, Community Development Director; Ms. Gail Brahier, Parks and Recreation Director; Ms. Amy Blankenship, Acting 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) and (1) for the purpose of discussing property acquisition, appointments to Boards and Commissions and personnel matters. Mr. Harman seconded. The motion passed by the following roll call:

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

NAY: None (0)

ABS: None (0)

RETURN FROM EXECUTIVE SESSION

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

PLEDGE OF ALLEGIANCE

Mayor Keebler requested the Pledge of Allegiance.

APPROVAL OF AGENDA

Mr. Bogard moved to approve the agenda. Mr. Snyder seconded. The motion passed 7-0-0.

PUBLIC PARTICIPATION

RECOGNITION
KAYLA PONDER & DEE FISCHER

Ms. Gail Brahier, Parks and Recreation Director, advised she was pleased to honor and recognize two citizens; Ms. Dee Fisher and Ms. Kayla Ponder. Ms. Brahier noted in late September a volunteer coach at the Oxford Community Park was in physical distress and collapsed. Ms. Brahier advised Ms. Fisher and Ms. Ponder immediately rendered assistance by starting CPR on the individual and utilizing an AED in those first critical minutes before the EMS personnel arrived on the scene. Ms. Brahier noted Mayor Keebler would present a Certificate of Recognition to Ms. Fischer this evening and advised Ms. Ponder was unable to be in attendance.

Ms. Brahier introduced Ms. Lisa Staggs Herrmann and Mr. Mike Simms and noted they offered the grant monies to purchase the AED through their Butler Rural Community Connection grant which Casey Wooddell applied for, and the AED was installed at the park last April.

Mayor Keebler read the Certificate of Recognition and presented it to Ms. Fisher.

Jake Richardson and Ms. Brahier presented Ms. Fisher with a memento from the Parks and Recreation Department which read 'As one we can do so little – Together we can do so much'. Ms. Brahier noted that was truly the way she felt Oxford was.

Mayor Keebler thanked Ms. Fisher and thanked Ms. Brahier for bringing the matter to Council's attention noting it was always nice to recognize the public.

APPOINTMENTS TO BOARDS AND COMMISSIONS

Mr. Bogard moved to nominate Mr. Ted Wong to fill an unexpired term on the Environmental Commission ending June 30, 2016. Mr. Snyder seconded. The nomination passed 7-0-0.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

MINUTES

Minutes of the November 4, 2013 City Council Work Session. (Mary Ann Eaton, Clerk of Council)

Minutes of the November 4, 2013 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

REPORT

Report regarding the November 6, 2013 Historic and Architectural Preservation Commission Meeting. (Jung-Han Chen, Community Development Director)

Report regarding the October 17, 2013 Recreation Board Meeting. (Gail Brahier, Parks and Recreation Director)

Report regarding the November 6, 2013 Environmental Commission Meeting. (Mike Dreisbach, Service Director)

RESOLUTIONS

RESOLUTION
ADVANCED PAYMENT
OF PROPERTY TAX

A Resolution No. 4792 authorizing the City Manager to request advanced payment of property taxes to the City in 2014 from Butler County. (Joe Newlin, Finance Director)

RESOLUTION
WAIVE PARKING
METER FEES

A Resolution No. 4793 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 16, 2013 until 6:00 p.m. on December 31, 2013. The two hour restriction for meters in these locations will remain in effect. (Bob Holzworth, Police Chief)

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

RESOLUTIONS

RESOLUTION
CONTRACT WITH JAMES E. SMITH
DBA SMITH CONSTRUCTION

A Resolution No. 4794 accepting the bid and authorizing the City Manager to enter into a contract with James E. Smith dba Smith Construction for the replacement of the Dana Drive culvert over Collins Run at a cost of $224,525.00 plus a contingency amount of ten percent (10%) of the contract price or $22,452.00 for a total cost not to exceed $246,977.00. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised the Dana Drive culvert was reaching the end of its useful life and Council authorized staff to apply for grant funding to replace it. Mr. Dreisbach noted the City was successful in obtaining grant funding from the Ohio Public Works Commission which would pay for 69% of the project cost up to $172,500.00. Mr. Dreisbach advised staff developed drawings and specifications for the project and advertised for bids. Mr. Dreisbach noted 7 bids were received with James E. Smith dba Smith Construction being the lowest bidder. Mr. Dreisbach advised staff checked references of the low bidder and found the company to be in good standing with excellent references. Mr. Dreisbach noted staff was asking for Council's approval to award the contract to Smith Construction.

Ms. Rousmaniere inquired why the culvert was near the end of its useful life and if it had anything to do with storm water flow.

Mr. Dreisbach advised there was concrete deterioration at the base of the abutments where reinforcing steel had been exposed and the culvert reached what was expected for its useful life. Mr. Dreisbach noted the replacement was not due to any specific storm event or policy issue within the City.

Mr. Bogard noted the subdivision was built in the late 1950s to early 1960s. Mr. Bogard inquired if there was anything the City could do about debris upstream of the culvert. Mr. Dreisbach advised the City could remove debris from structures within the right-of-way but property owners were responsible for removing debris on private property.

Mr. Snyder moved to adopt Resolution No. 4794. Mr. McKeehan seconded. The motion passed 7-0-0.

RESOLUTION
CONTRACT WITH
SCOTT WEBB, ARCHITECT

A Resolution No. 4795 authorizing the City Manager to enter into a contract with Scott Webb, Architect, for the preparation of the final construction documents to remodel and add on to the Oxford Fire Station at a cost not to exceed $15,600.00. (Doug Elliott, City Manager)

Mr. Elliott advised Council discussed Municipal facility needs at their annual Retreat including the need for an addition to the Fire Station. Mr. Elliott noted since the transition from a volunteer to a full-time operation with part-time employees, the Fire Division's space need had increased. Mr. Elliott advised Council reviewed a preliminary design on November 4th which included an additional 2,100 square feet of space for sleeping, meeting, and storage, plus new restroom and shower facilities. Mr. Elliott recommended that Council authorized him to enter into a contract with Scott Webb, Architect, to prepare the final construction documents to include the drawing package and specifications detailing the requirements for the remolding and addition to the Fire Station.

Mayor Keebler noted the Oxford Press reported that the City was doubling the size of the Fire Station which was an extreme exaggeration. Mayor Keebler clarified that the current building was approximately 13,500 square feet and the City proposed to add an additional 2,100 square feet at the back of the administration wing to allow for living space that was not accounted for in the original construction in 1983.

Ms. Rousmaniere moved to adopt Resolution No. 4795. Mr. McKeehan seconded. The motion passed 7-0-0 .

ORDINANCES
FIRST READING

ORDINANCE
APPROPRIATE PROPERTY

An Ordinance To Appropriate For Public Use All Right Title And Interest In A Certain Parcel Of Property Located At 4134 Millville-Oxford Road For The Purpose Of Acquiring Permanent And Temporary Rights-Of-Way To Construct And Widen Millville-Oxford Road. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised there were three first readings tonight for the final three properties needed for the U.S. 27 S. improvement project. Mr. Dreisbach noted staff was not able to serve notice to these three property owners by the typical means so staff had to advertise in the newspaper to serve notice. Mr. Dreisbach noted once these parcels were resolved staff would be able to certify the right-of-way and ODOT would be able to bid the project.

Mayor Keebler inquired if there were any comments from the public on agenda items 6.A. 1., 2. or 3. noting they were identical except for the parcel number. There were no comments from the public. Mayor Keebler inquired if there were any comments from Council and noted this was the third set of the same type of Ordinances for different parcels needed for the improvement project. There were no comments from Council. Mayor Keebler advised the Ordinances would be on the December 3rd agenda for a second reading and vote.

ORDINANCE
APPROPRIATE PROPERTY

An Ordinance To Appropriate For Public Use All Right Title And Interest In A Certain Parcel Of Property Located At 4205 Millville-Oxford Road For The Purpose Of Acquiring Permanent And Temporary Rights-Of-Way To Construct And Widen Millville-Oxford Road. (Mike Dreisbach, Service Director)

ORDINANCE
APPROPRIATE PROPERTY

An Ordinance To Appropriate For Public Use All Right Title And Interest In A Certain Parcel Of Property Located At 106 Thomson Court For The Purpose Of Acquiring Permanent And Temporary Rights-Of-Way To Construct And Widen Millville-Oxford Road. (Mike Dreisbach, Service Director)

ORDINANCES SECOND READING

ORDINANCE ZONING MAP AMENDMENT

An Ordinance No. 3246 Accepting The Planning Commission's Recommendation And Granting A Zoning Map Amendment For The South Half Of The City Block Bounded By West Collins Street, South College Avenue, West Walnut Street And South Beech Street, Totaling Approximately Two (2) Acres, Including Rights-Of-Way, And Rezoning The Property From R1MS (Single-Family Mile Square Residential) District To R2MS (Single And Two-Family Mile Square Residential) Zoning District. (Jung-Han Chen, Community Development Director)

Mayor Keebler inquired if Mr. Chen had any additional information regarding the proposed Ordinance since the First Reading and Mr. Chen advised no. Mr. Chen noted he or Mr. Webb would be glad to answer any questions. Mayor Keebler inquired if there were any additional comments from the public or from Council and there were none.

Mr. Snyder moved to adopt Ordinance No. 3246. Mr. Blackburn seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. Harman, Mr. McKeehan, Ms. Rousmaniere, Mr. Snyder, Mr. Blackburn, Mr. Bogard, Mayor Keebler (7)

NAY: None (0)

ABS: None (0)

ORDINANCE RENEW FRANCHISE

An Ordinance No. 3247 Granting To Butler Rural Electric Cooperative, Inc., Its Successors And Assigns, A Franchise For The Distribution Of Electric Power And Energy To Parts Of The City Of Oxford, Ohio, Which Are Presently Within Said Cooperative's Service Area And For The Transmission Of Electricity Within Said City. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised he had no new information since the First Reading of the proposed Ordinance. Mr. Dreisbach noted 5 affirmative votes were necessary for passage of a franchise Ordinance.

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

Ms. Rousmaniere noted she was not at the last meeting but from reading the minutes it seemed Council did not have a choice in adopting the proposed Ordinance. Mayor Keebler advised the franchise was not exclusive. Mayor Keebler noted there could be repercussions if Council did not adopt the proposed Ordinance.

Mr. McKeehan moved to adopt Ordinance No. 3247. Mr. Blackburn seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. McKeehan, Ms. Rousmaniere, Mr. Snyder, Mr. Blackburn, Mr. Bogard, Mr. Harman, Mayor Keebler (7)

NAY: None (0)

ABS: None (0)

ORDINANCE
SUPPLEMENTAL BUDGET

An Ordinance No. 3248 Amending Ordinance No. 3190. Supplemental Budget Ordinance Number 5 To Make Supplemental Appropriations For Fiscal Year 2013. (Joe Newlin, Finance Director)

Mr. Newlin advised he had no new information since the First Reading of the proposed Ordinance.

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

Mr. Snyder noted Council had vetted the proposed action for some time at several meetings regarding the budget for next year.

Mr. Harman moved to adopt Ordinance No. 3248. Mr. Blackburn seconded. The Ordinance was adopted by the following roll call:

AYE: Ms. Rousmaniere, Mr. Snyder, Mr. Blackburn, Mr. Bogard, Mr. Harman, Mr. McKeehan, Mayor Keebler (7)

NAY: None (0)

ABS: None (0)

ORDINANCE
2014 BUDGET

An Ordinance No. 3249 To Make Appropriations For Current Expenses And Other Expenditures Of The City Of Oxford, State Of Ohio, During The Fiscal Year Ending December 31, 2014. (Joe Newlin, Finance Director)

Mayor Keebler inquired if there was anything further and Mr. Newlin advised there were no changes. Mayor Keebler inquired if there were any comments from the public or from Council and there were none.

Mr. Snyder moved to adopt Ordinance No. 3249. Mr. Bogard seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. Snyder, Mr. Blackburn, Mr. Bogard, Mr. Harman, Mr. McKeehan, Ms. Rousmaniere, Mayor Keebler (7)

NAY: None (0)

ABS: None (0)

ORDINANCE
BUDGETED TRANSFERS

An Ordinance No. 3250 Outlining Budgeted Transfers For The City Of Oxford, State Of Ohio, During The Fiscal Year Ending December 31, 2014. (Joe Newlin, Finance Director)

Mr. Newlin advised there were no changes from the First Reading. Mayor Keebler inquired if there were any comments from the public or from Council and there were none.

Mr. Snyder moved to adopt Ordinance No. 3250. Mr. Bogard seconded the Ordinance was adopted by the following roll call:

AYE: Mr. Blackburn, Mr. Bogard, Mr. Harman, Mr. McKeehan, Ms. Rousmaniere, Mr. Snyder, Mayor Keebler (7)

NAY: None (0)

ABS: None (0)

ORDINANCE
BUDGETED ADVANCES

An Ordinance No. 3251 Outlining Budgeted Advances For The City Of Oxford , State Of Ohio, During The Fiscal Year Ending December 31, 2014. (Joe Newlin, Finance Director)

Mr. Newlin advised there were no changes from the First Reading. Mayor Keebler inquired if there were any comments from the public and there were none. Mr. Bogard noted the increases were very minimal in each category.

Ms. Rousmaniere moved to adopt Ordinance No. 3251. Mr. Blackburn seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. Bogard, Mr. Harman, Mr. McKeehan, Ms. Rousmaniere, Mr. Snyder, Mr. Blackburn, Mayor Keebler (7)

NAY: None (0)

ABS: None (0)

ORDINANCE
2014 FEES AND CHARGES

An Ordinance No. 3252 Adopting Fees And Charges For Fiscal Year 2014. (Joe Newlin, Finance Director)

Mr. Newlin advised there were no changes from the First Reading. Mayor Keebler inquired if there were any comments from the public or from Council and there were none.

Ms. Rousmaniere moved to adopt Ordinance No. 3252. Mr. McKeehan seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. Harman, Mr. McKeehan, Ms. Rousmaniere, Mr. Snyder, Mr. Blackburn, Mr. Bogard, Mayor Keebler (7)

NAY: None (0)

ABS: None (0)

ORDINANCE
2014 SALARIES

An Ordinance No. 3253 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, 2014 Through December 31, 2014. (Doug Elliott, City Manager)

Mr. Elliott advised there was nothing new to add since the First Reading. Mayor Keebler inquired if there were any comments from the public or from Council and there were none.

Ms. Rousmaniere moved to adopt Ordinance No. 3253. Mr. Blackburn seconded. The Ordinance was adopted by the following roll call:

AYE: Mr. McKeehan, Ms. Rousmaniere, Mr. Snyder, Mr. Blackburn, Mr. Bogard, Mr. Harman, Mayor Keebler (7)

NAY: None (0)

ABS: None (0)

ANNOUNCEMENTS

Mr. Elliott reminded everyone that Council's Organizational Meeting would take place Monday, November 25th at the Courthouse at 7:00 p.m. Mr. Elliott noted an Orientation Session was scheduled for the two new Council members on Thursday, November 21 at City Hall.

Mr. Elliott updated Council and the public on the progress of Substitute House Bill 5 (municipal income tax uniformity) noting it passed through the Ohio House of Representatives last week.

Mr. Elliott advised some provisions of the bill would have negative impacts on the City including the net operating loss carry forward provision and the transient worker provision. Mr. Elliott noted the negative impact on the City might be as much as $100,000. Mr. Elliott advised the bill was headed to the Senate and staff would watch its progress carefully.

Ms. Rousmaniere inquired if the bill had to be passed by December 31st and Mr. Elliott advised no, but it would have to be re-introduced. Ms. Rousmaniere inquired if Mr. Elliott knew how our local representative voted. Mr. Elliott advised that Mr. Derickson voted for the substitute bill.

Ms. Brahier wished everyone a Happy Thanksgiving.

Mayor Keebler noted two Council members (Ken Bogard and John Harman) were attending their last regular meeting.

Mr. Harman advised he wanted to personally thank the City's Department Heads and the City Manager and noted they had done a phenomenal job of doing more with less money over the last few years. Mr. Harman advised each time Council asked staff to do more with less they did what was expected and a bit more. Mr. Harman noted the same was true of each and every one of the City's employees. Mr. Harman advised he was very proud to have served as a Council member and to have worked along side of everyone. Mr. Harman wished everyone a good Thanksgiving.

Mayor Keebler thanked Mr. Harman for his service to the City.

Mr. Bogard advised he wanted to provide the history of his involvement with the Oxford City Council and Planning Commission. Mr. Bogard noted in 1989 Jack Southard asked him to serve on the Planning Commission and ten years later he was still on the Planning Commission. Mr. Bogard advised in 1995 Steve Snyder approached him and asked him to think about running for City Council which he did, and he had been on Council ever since. Mr. Bogard thanked Mr. Snyder for letting him get involved. Mr. Bogard noted his second 4 year term was 1999-2003 and from 2001-2003 he served as Mayor. Mr. Bogard advised his 3rd 4 year term was from 2005-2009 after being off of Council for two years, and his final 4 year term was 2009-2013. Mr. Bogard noted he was involved with the development of the Uptown Parks as well as the Oxford Community Park. Mr. Bogard advised his real passion was in the area of transportation. Mr. Bogard noted and he and Steve Snyder participated in the Northwest Butler County Transportation Study along with Randi Thomas and Lisa Dankovich from Miami University and Mike Dreisbach, Victor Popescu, Jane Howington and Doug Elliott from the City of Oxford. Mr. Bogard advised OKI, the Butler County Engineer's Office and representatives from ODOT District 8 were also on that committee and they made recommendations which were approved by OKI in 2003. Mr. Bogard noted the group tried to get a bypass and/or a connector approved but that was not on people's radar, advising maybe in another 30 years it would be. Mr. Bogard advised he had the good fortune to be on the OKI Board of Directors and Executive Committee for 18 years and the same held true for the Butler County Land Use Coordinating Committee. Mr. Bogard noted through those relationships he had developed many friendships which had been very important to him and the region to this day. Mr. Bogard advised as he looked to the future of Oxford and the surrounding townships he would encourage Council to think regionally as it was very important for the development of the Northwest Butler County area. Mr. Bogard noted Miami University and the City of Oxford had always been great partners and would continue to be.

Mr. Bogard advised he welcomed the participation of surrounding townships to make this a better region and to let it grow for the future. Mr. Bogard closed with two quotes. 'It is amazing what you can accomplish if you do not care who gets the credit' (authored by Harry S. Truman) and 'Give to others what you have to offer, your real wealth lies in your relationships, friends, family, colleagues, mentors and community'. Mr. Bogard thanked Council and the citizens of Oxford for allowing him to serve.

Mayor Keebler thanked Mr. Bogard and noted Council would have a Resolution honoring the retiring Council members on their next agenda.

Mr. McKeehan referred to item 4.F. on the Consent Agenda and advised Council once again approved free holiday parking in Uptown Oxford. Mr. McKeehan noted the meters would be bagged along High Street, East and West Park Place, and the first blocks in both directions off of High Street, Poplar, Main and Beech streets.

Mr. Snyder noted it was a pleasure to serve with Mr. Harman and it was a pleasure to serve with Mr. Bogard as they did not serve together during Mr. Snyder's first time on Council. Mr. Snyder thanked Mr. Bogard for all he had done for the City of Oxford.

Ms. Rousmaniere noted she would miss Mr. Bogard and Mr. Harman and she looked forward to working with Mr. Smith and Ms. Southard. Ms. Rousmaniere congratulated Mr. Smith and Ms. Southard on their election to Council and Mr. Blackburn and Mr. McKeehan on their re-election.

Ms. Rousmaniere thanked the citizens of Oxford for supporting Issue 2 which was a Charter Amendment to align Oxford's filing deadline for Council candidates with the State of Ohio's filing deadline.

Ms. Rousmaniere noted she was not at the last Council Meeting as she was a poll worker for the Board of Elections which she felt was equally as important as serving on City positions. Ms. Rousmaniere encouraged citizens to work at the polls for the Board of elections noting they needed good workers and there would be a Primary Election in the spring.

Mr. Blackburn advised the Lions Club Christmas Tree sales would begin November 30th in the Uptown Parks.

Mr. Blackburn noted Mr. Harman's parents watched every City Council meeting from their home in Orlando and advised Mr. Harman helped to care for his parents as well as serve on City Council for the last 4 years.

Mayor Keebler noted Council recognized two individuals this evening who were instrumental in a CPR situation. Mayor Keebler advised he was glad to see the AED back in the cabinet at the Courthouse for the first time in 3 years. Mayor Keebler noted he wanted to see an AED in every City facility and if a supplemental budget was needed he felt Council would be in favor of making the investment. Mayor Keebler advised having access to an AED was too important and too easy today to do.

Mayor Keebler thanked Mr. Bogard and Mr. Harman for their work and cooperation noting it had been good working with them and he appreciated it.

Mayor Keebler advised although he had two years remaining on his Council term, he decided not to run for another term as Mayor, and tonight was his last regular meeting in the Mayor's seat. Mayor Keebler thanked the current and previous Councils for giving him the opportunity to be Mayor the last four years, and for the cooperation and support he had received from each of them. Mayor Keebler noted being the Mayor had been engaging and challenging and it had also been enjoyable and satisfying. Mayor Keebler advised he felt Council had worked well together and as a group did a good job of guiding the City through challenging economic times. Mayor Keebler thanked City staff for their support and the citizens of Oxford for their support and encouragement during his terms as Mayor. Mayor Keebler noted he especially wanted to thank the citizens of Oxford for supporting the earnings tax increase. Mayor Keebler advised the earnings tax increase allowed the City to take its Fire and EMS operation to the next level with around the clock staffing at the station and Paramedic EMS care which was extremely important to the safety of the community. Mayor Keebler wished success to the next Mayor and pledged that during his final two years on Council he would continue to be well involved, and he would share his experience or be available for consultation if the next Mayor felt the need.

Mr. Snyder thanked Mayor Keebler on behalf of Council for all of his efforts while serving as Mayor.

ADJOURN

Mr. Bogard moved to adjourn at 8:14 p.m. Mr. Harman seconded. The motion passed 7-0-0.