



OXFORD CITY COUNCIL

Meeting Minutes

Tuesday, February 1, 2022

TUESDAY, FEBURARY 1, 2022

**Roll Call. William Snavelly, Mayor Chantel Raghu, Vice-Mayor Amber Franklin
Jason Bracken Alex French Glenn Ellerbe David Prytherch**

A regular meeting of the Oxford City Council was called to order by Mayor William Snavelly on Tuesday, February 1, 2022 at 7:00 p.m. Members in attendance were Alex French, Jason Bracken, Glenn Ellerbe, Chantel Raghu, David Prytherch, and Amber Franklin. Staff members in attendance were: Mr. Doug Elliott, City manager; Mr. Ben Mazer, Attorney; Ms. Jessica Greene, Assistant City Manager; Mr. John Detherage, Fire Chief; Mr. Chris Conard, Law Director; Mr. Casey Wooddell, Parks and Recreation Director; Mr. Mike Dreisbach, Service Director; Mr. Joe Newlin, Finance Director; Mr. John Jones, Police Chief; Mr. Sam Perry, Community Development Director; and Ms. Heather Barbour, Clerk of Council.

ADJOURN TO EXECUTIVE SESSION

Ms. Raghu moved to adjourn to Executive Session immediately pursuant to Ohio Revised Code Section 121.22(G)(4) of the Ohio Revised Code for the purpose of collective bargaining. Ms. Franklin seconded. The motion passed by the following roll call:

AYE: Ms. French, Mr. Bracken, Mr. Ellerbe, Ms. Franklin, Ms. French, Mr. Prytherch, Ms. Raghu, Mayor Snavelly (7)

NAY: None (0)

ABS None (0)

ADJOURN FROM EXECUTIVE SESSION Ms. Raghu moved to adjourn from Executive Session at 7:27 p.m. Ms. French seconded. The motion passed with the following Roll Call.

AYE: Mr. Ellerbe, Ms. Franklin, Ms. French, Mr. Prytherch, Ms. Raghu, Mr. Bracken, Mayor Snavelly (7)

NAY: None (0)

ABS: None (0)

Approval of Agenda.

Ms. Raghu moved to approve the agenda. Ms. Franklin seconded. The motion passed 7-0-0.

Public Participation.

Public Comments.

Mr. Steven Snell- 6 Old Stone Court- Mr. Snell referred to the Emergency Mask Ordinance and looking at the COVID case rates across Butler County and the Nation it seems we are over the hump. Mr. Snell asked if the Mask Ordinance is still an emergency now, if not why are we still living under what has been termed an emergency ordinance.

Consent Agenda.

Minutes of the January 18, 2022 City Council Meeting (Heather Barbour, Clerk of Council) pg 6

January 18, 2022 Minutes and Presentation

Minutes of the January 18, 2022 City Council Work Session (Heather Barbour, Clerk of Council) pg 58

January 18, 2022 Work Session Minutes

Report regarding the January 20, 2022 Oxford Recreation Board Meeting (Casey Wooddell, Park and Recreation Director) pg 73

January 20, 2022 Oxford Recreation Board Meeting Report

A Resolution declaring certain City property no longer needed for any municipal purpose as surplus and authorizing its advertisement and sale to the highest bidder at public auction or internet auction. (John Jones, Police Chief) pg 75

Surplus Vehicles Resolution

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

Resolutions.

A Resolution Approving the Contract Between the City of Oxford, Ohio and the Oxford Professional Firefighters International Association of Firefighters Local 5272 and Authorizing the City Manager to Sign a Contract on Behalf of the City. (Doug Elliott, City Manager) pg 77

Firefighters Contract

Mr. Elliott shared that an agreement has been reached between the City and the IAFF 5272 bargaining unit. Mr. Elliott noted this is the first labor agreement with this recently formed union, and the term of the proposed agreement is three years (2021, 2022, and 2023). Mr. Elliott mentioned the proposed agreement includes a pay increase of 3% for 2021, 4% for 2022, and 3.5% for 2023 and has been approved by the bargaining members.

There were no comments from the public.

Ms. Franklin expressed appreciation for the paramedics, firefighters for the public safety work they do.

Mr. Prytherch thanked City Staff who negotiated with the firefighters in this involved process.

Mr. Ellerbe moved to adopt Resolution No. 7373. Ms. Franklin seconded. The motion passed 7-0-0.

A Resolution Accepting the Proposal and Authorizing the City Manager to Enter Into an Agreement with Swim Safe Pool Management Company for the Operations of the Oxford

Swim Safe Pool Management Contract

Mr. Wooddell shared the results of the proposals that were submitted for the operations of the Oxford Aquatic Center. Mr. Wooddell mentioned Swim Safe Pool Management Company has a great reference history, serving 15 other cities or municipalities some for several years. Mr. Wooddell outlined some advantages to partnering with a management company such as; Swim Safe provides enhanced staff training, City HR and finance department time savings, full-time professional pool maintenance staff, and reduced liability. Mr. Wooddell mentioned his staff would now have more time to focus on enhancing summer camps, creating a mobile option, and also turning the half-day camp into a full-day camp. Mr. Wooddell noted the need for these types of programs, but in the past his department has not had the resources to devote to these projects, partnering with Swim Safe will allow the Parks Department staff to focus on these projects. Mr. Wooddell mentioned other economic income projects he and his staff could get involved in with the time they would save not managing the pool. Mr. Wooddell offered to answer any questions.

There were no comments from the public.

Mr. Ellerbe asked if Swim Safe hires local talent.

Mr. Wooddell answered that yes, his department would reach out to last year's staff letting them know how to apply through Swim Safe. Mr. Wooddell mentioned that Swim Safe wants to hire local people because they want to work.

Mr. Prytherch asked how does this fit in with the current operations budget-wise.

Mr. Elliott mentioned Swim Safe would be supplying chemicals which would amount to \$15,000.00, so it would most likely be a wash budget-wise. Mr. Elliott noted a lot depends on the weather.

Mr. Prytherch asked about how this would work with pool closures, how do we keep a regular schedule.

Mr. Wooddell answered that his department still makes that final decision. Mr. Wooddell stated the current policies won't change, on the gates attendance numbers are listed for each item, if total attendance is less than 25 they close the pool or if it's 70's or less.

Mr. Prytherch noted his interest in seeing how this plays out during this one-year contract.

Ms. Franklin thanked Mr. Wooddell for his presentation and clarity. Ms. Franklin noted though it might be a wash financially, it could be a net-gain in economic impact.

Mayor Snively mentioned he learned that one of the more difficult parts involved with public pool operations is opening and closing.

Mr. Wooddell answered that Swim Safe would be taking care of the opening and closing of the pool each season and Swim Safe guarantees their work if issues should arise.

Ms. French moved to adopt Resolution No. 7374. Ms. Raghu seconded. The motion passed 7-0-0.

A Resolution Authorizing the City Manager to Accept the Ohio Body Worn Camera Grant in an amount not to exceed \$31,451.38. (John Jones, Police Chief) pg 133

Ohio Body Worn Camera Grant

Chief Jones was pleased to present this Resolution to accept the Ohio Body-Worn Camera Grant to the Council. Chief Jones noted this grant will help recover some of the funds spent on the Axon contract. Chief Jones explained Governor DeWine awarded three agencies in Butler

County with grants, the City of Oxford, Oxford Township, and the City of Hamilton.

There were no comments from the public.

Ms. Franklin congratulated Chief Jones on receiving this grant.

Ms. Raghu moved to adopt Resolution No. 7375. Ms. French seconded. The motion passed 7-0-0.

Ordinances.

First Reading.

An Ordinance Authorizing the City Manager to Enter into an Easement Agreement Between the City of Oxford and Rams Holdings LTD., LLC for a Permanent Easement over Portions of Real Property as Set Forth in Exhibit "B" Attached Hereto for the Construction and Maintenance of a New Sanitary Sewer System to Serve Said Property. (Mike Dreisbach, Service Director) pg 135

Rams Holdings LTD. LCC Easement Agreement

Mr. Dreisbach explained that Ordinances 1-4 are closely related. Mr. Dreisbach shared a map on page 142 of Councils Packet. Mr. Dreisbach mentioned an area of Lake Forest Dr., 4-Leaf Development, LLC is planning the construction of a new sanitary sewer to serve the area around this newly constructed street. To construct and maintain the proposed sanitary sewer in this area, four easements are required by the City. Three easements are to be provided by 4-Leaf Development, LLC and the other easement will be provided by Rams Holdings, Ltd. LLC. Mr. Dreisbach offered to answer any questions.

There were no comments from the public.

Mr. Prytherch asked what area will this new sanitary sewer serve.

Mr. Dreisbach answered that the new sanitary sewer will serve Lake Forest Dr. Mr. Dreisbach noted the Service Department evaluated and studied extending the sewer across US HWY 27 to get additional drainage and it would not be in the City's best interest. Mr. Dreisbach noted it is yet to be seen how this will be funded.

Mr. Prytherch asked if it was the responsibility of 4-Leaf Developments, LLC to fund this project.

Mr. Dreisbach replied yes, it is the responsibility of 4-Leaf Development to fund the new sanitary sewer.

Mr. Ellerbe asked if the City Council had approved a development near this area, and how time-sensitive is this regarding the development.

Mr. Dreisbach asked Mr. Perry if there was a sunset provision in place, but the burden would be on the developer. Mr. Dreisbach noted the developer has asked the City to use the leftover funds from the construction of the roadway, looking at all means possible to fund the sewer.

Mr. Prytherch asked about the long-term maintenance cost of the sewer.

Mr. Elliott answered that would be the City's responsibility once the Ordinance is adopted.

An Ordinance Authorizing the City manager to Enter into an Easement Agreement Between the City of Oxford and 4-Leaf Development, LLC for a Permanent Easement over Portions of Real Property as Set Forth in Exhibit "A" Attached hereto to Allow the Construction and Maintenance

of a New Sanitary Sewer System to Serve Said Property. (Mike Dreisbach, Service Director) pg 143

4-Leaf Development LLC Easement #1

Mayor Snavelly reminded Council this is the second Ordinance in the group.

Mr. Dreisbach offered to answer any questions.

There were no comments from the public.

An Ordinance Authorizing the City Manager to Enter into an Easement Agreement Between the City of Oxford and 4-Leaf Development, LLC for Two Permanent Easements over Portions of Real Property as Set Forth in Exhibit "C" attached hereto and Labeled Exhibit "A" and "B" to Allow the Construction and Maintenance of a New Sanitary Sewer System to Serve Said Property. (Mike Dreisbach, Service Director) pg 151

4-Leave Development LLC Easement #2

Mr. Dreisbach offered to answer any questions.

There we no comments from the public.

An Ordinance Authorizing the City Manager to Enter into an Easement Agreement Between the City of Oxford and 4-Leaf Development, LLC for a Permanent Easement over Portions of Real Property as Set Forth in Exhibit "B" Attached hereto for the Construction and Maintenance of a New Sanitary Sewer System to Serve Said Property. (Mike Dreisbach, Service Director) pg 160

4-Leave Development LLC Easement #3

Mr. Dreisbach offered to answer any questions.

There were no comments from the public.

An Ordinance Adopting a Revised and Amended Water and Sanitary Sewer Improvement Specifications and Backflow Cross Connection Control Manual. (Mike Dreisbach, Service Director) pg 168

2022 Water and Sanitary Sewer Improvement Specifications Manual

Mr. Dreisbach explained that under Oxford Codified Ordinance Section 921.03 (Water Utility) and Section 923.04 (Wastewater Utility) authorize the Director of Service to adopt and enforce, subject to the approval of the City Manager, rules and regulations as deemed necessary to execute duties and responsibilities in the operation of Utilities. Mr. Dreisbach noted the last time this manual was updated was by Ordinance No. 3352 on April 19, 2016. Mr. Dreisbach advised that the full manual with proposed updates can be found on the City's Website.

There were no comments from the public.

Mr. Prytherch commented that having the change of having the concept review phase is probably a pretty substantial and important change. Mr. Prytherch noted looking at this from a Service Department point of view as well as Community Development.

An Ordinance Granting the Request of Thad and Renee Van Winkle, to Connect to an Existing City Water Line for a New Single Family Residence to be Located on a 10 Acre Parcel on Bonham Road Outside the Oxford Corporate Limits. (Mike Dreisbach, Service Director) pg 171

Water Utility Service Outside Corporate Limits

Mr. Dreisbach received a request from Thad and Renee Van Winkle to connect to and/or extend the City water utility to serve a single-family residence on a 10-acre parcel on Bonham Road north of the City's corporation limit. Mr. Dreisbach noted the request for service includes a maximum of one domestic water tap. Mr. Dreisbach mentioned the City's water utility serves this area, and the proposed demand will not have a noticeable effect on the City's utilities for reliability, acceptable flow, pressure, and volume. Mr. Dreisbach offered to answer any questions.

Mr. Elliott added that the Van Winkle's will be required to sign a water services agreement with the City stating if the City requests that the property be annexed they comply.

There were no comments from the public.

Ms. Franklin asked under what conditions would it be not advisable to approve a request of this kind, and would City Staff make the decision or would it still come to City Council.

Mr. Dreisbach answered that any utility service out of the corporate limits must be approved by the City Council, no matter the size of the request.

Mr. Prytherch asked if in the future the City has different water sources like previously discussed would something like this be an issue.

Mr. Dreisbach replied that the City Staff would still do an evaluation based on the supply side and the capability to distribute the water.

An Ordinance Amending Ordinance No. 3654 Supplemental Budget Ordinance Number 2 to Make Supplemental Appropriations for Fiscal Year 2022. (Joe Newlin, Finance Director) pg 178

Supplemental Budget #2

Mr. Newlin explained the adjustment needs to be made to accept the Body-Worn Camera Grant Funds, details can be found on page 178 of Council's packet. Mr. Newlin offered to answer any questions.

There were no comments from the public.

Second Reading

An Ordinance Authorizing the City Manager to enter into an Easement Agreement as set forth in Exhibit "A" Attached Hereto with Prestige Oxfordwide, LLC. and Accepting said Easement as set forth on Exhibits "B" and "C" attached Hereto to allow the Construction of a Public Sidewalk. (Mike Dreisbach, Service Director) pg 181

Sidewalk Easement Prestige Oxford Wide, LLC

Mr. Dreisbach noted this is a redevelopment of the former Pizza Hut site at 135 Lynn Avenue, Prestige Oxfordwide, LLC. will be installing a 5' wide sidewalk to parallel Lynn Avenue. Mr. Dreisbach stated there have been no changes since the first reading and offered to answer any questions.

There were no comments from the public.

Mr. Ellerbe moved to adopt Ordinance No. 3662. Ms. Raghu seconded. The motion passed with the following roll call.

AYE: Ms. Franklin, Ms. French, Mr. Prytherch, Ms. Raghu, Mr. Bracken, Mr. Ellerbe,

Mayor Snavelly (7)

NAY: None (0)

ABS: None (0)

An Ordinance Authorizing the City Manager to Enter Into an Addendum Agreement with the Board of Education of the Talawanda School District for the Purpose of Releasing and Termination a Permanent Roadway and Utility Easement and Temporary Construction Easement, Situated in Part of Lot #3772. (Sam Perry Community Development Director) pg 190

Talawanda Releasing Old Easement

Mr. Perry noted no major changes since the first reading. Mr. Perry mentioned the change to one of the exhibits, and a sliver was added to the north to accommodate a potential roadway in the future. Mr. Perry offered to answer any questions.

There were no comments from the public.

Mayor Snavelly mentioned that this Ordinance goes along with the next Ordinance, one to release and the other to accept.

Ms. Franklin moved to adopt Ordinance No. 3663. Ms. Raghu seconded. The motion passed by the following roll call.

AYE: Ms. French, Mr. Prytherch, Ms. Raghu, Mr. Bracken, Mr. Ellerbe, Ms. Franklin, Mayor Snavelly (7)

NAY: None (0)

ABS: None (0)

An Ordinance Authorizing the City Manager to Accept a Permanent Roadway and Utility Easement and Temporary Construction Easement, Situated in Lot #3772 From the Board of Education of the Talawanda School District A Permanent Roadway. (Sam Perry, Community Development Director) pg 205

Talawanda Accept New Easement

Mr. Perry noted this is the second half of accepting the new easement, and there were no changes since the first reading. Mr. Perry offered to answer any questions.

There were no comments from the public.

Ms. Raghu moved to adopt Ordinance No. 3664. Ms. French seconded. The motion passed by the following roll call.

AYE: Mr. Prytherch, Ms. Raghu, Mr. Bracken, Mr. Ellerbe, Ms. Franklin, Ms. French, Mayor Snavelly (7)

NAY: None (0)

ABS: None (0)

A. Announcements & Communications.

Remarks from City Council and City staff. The comments expressed by individual members of Council or City staff during this portion of a City Council meeting do not necessarily reflect the views of the City of Oxford, The Oxford City Council, or the City staff.

Mr. Elliott announced that he and Ms. Greene met with the habitat for humanity of Greater Cincinnati last week. Mr. Elliott shared that affordable housing ideas were discussed in the meeting. Mr. Elliott presented an update from Mr. Everett. Mr. Everett stated that the City has likely seen and managed through the worst of this wave. Mr. Everett noted the hospital continues to remain steady in managing the surge, currently, Mc-McCullough Hyde Memorial Hospital is at 53% capacity inpatient care unit and ICU is at 75% as of today MCMH is reporting 10 COVID patients. the last 14 positivity rate for zip code 45056 is 36%. Mr. Elliott mentioned the City has had some staff out with COVID and asked that Council keep this in mind as we have not been fully staffed.

Mr. Dreisbach noted the Service Department is preparing for the Winter Storm. Mr. Dreisbach thanked Council and staff for the good crews and snow removal equipment.

Chief Jones shared plans and preparations for the possible Winter Storm; such as a detailed Nixle Alert and on Social Media. Chief Jones mentioned the Nixle Alert for early warning to get cars moved from emergency snow routes. Chief Jones addressed the question Mr. Prytherch brought up about warming shelters. Chief Jones cautioned folks when using an alternative heating source be aware of carbon monoxide. Chief Jones urged everyone to sign up for Nixle Alerts if they have not done so already and stay tuned.

Mayor Snively asked what level of compliance does the City usually see with people moving their cars off of snow routes.

Chief Jones answered a lot of messaging goes out ahead of time, generally, when Miami University is in session the City has challenges getting cars moved. Chief Jones noted messages that start with the hills like South Main St. and Miami also help communicate this and having a tow truck with its lights on helps as well.

Mr. Prytherch thanked Chief Jones for the detailed Nixle message today, covering a lot. Mr. Prytherch asked if we had an idea what Miami was planning and if the City partnered with Miami.

Chief Jones noted the OPD and MUPD communicate often, but he did not know what Miami's plans were.

Mr. Elliott reminded the Council of the worst storm in recent history being in 2008 from hurricane Ike. Mr. Elliott mentioned the students who lived off-campus were without heat and they protested in front of the president's house because classes were not canceled. Mr. Elliott noted these students could charge their laptops or cell phones or take showers. Mr. Elliott referred to the basic plan and sometimes adjustments will need to be made.

Mr. Newlin shared that last week he received an email from the regional income tax agency informing us they had sent out 3722 non-filing letters. Mr. Newlin mentioned as part of the annual program they do every year as part of the return process.

Chief Detherage reported on Mr. Braken's question regarding opioid overdoses in the City of Oxford. Chief Detherage shared that it does not appear that the City has seen an increase lately. Chief Detherage looked at the number of times the OFD has had to administer Narcan within the last 3 months OFD has had 6 Narcan administrations. Chief Detherage stated that is normal, and in 2021 the City had 25 total, in 2020 the City had 22 total and in 2019 there were 18, in 2017 there were 46, and in 2018 there were 42, and in 2016 we were at 25 total. Chief Detherage offered to answer any questions.

Ms. Raghu asked if the decrease in Narcan administrations was because more people might have Narcan themselves.

Chief Detherage agreed that has a lot to do with the numbers being lower. Chief Detherage

noted a recent call that in the dispatch notes listed the person could not find their Narcan. Chief Detherage mentioned some organizations in town giving away Narcan monthly.

Mr. Wooddell noted he only had 2 words tonight WHO DEY!

Mr. Perry shared information on the Comprehensive Plan Public Input Virtual Session on February 16, 2022 Oxfordtomorrow.org is the website Mr. Perry mentioned postcards, fliers, and a video will be shared soon. Mr. Perry noted the Building and Housing Board of Appeals having trouble getting applicants, anyone who is interested should apply online.

Ms. Greene also commented WHO DEY!

Ms. Barbour commented WHO DEY!

Mr. Conard mentioned an email from the Ohio Municipal Attorney Executive Director related to the opioid settlement. Mr. Conard noted the next Council meeting he would most likely have a report. Mr. Conard shared that Mr. Mazer and Ms. Sparks will be attending the seminar to learn about the settlement.

Mr. Ellerbe noted going with tradition WHO DEY! Mr. Ellerbe asked with the Winter Storm coming that everyone be kind and considerate when shopping for essentials.

Ms. French thanked Chief Jones and everyone who is getting the messages out about moving cars from the snow routes and other safety tips. Ms. French thanked Mr. Dreisbach for the tour of Oxford that he hosted for Ms. French and Ms. Franklin.

Ms. Raghu thanked Ms. Greene for the Silverton promotion from last year. Ms. Raghu mentioned she did some research last week when her furnace stopped working. Ms. Raghu noted it is not easy to go electric, and mentioned devices like heat pumps to work with gas furnaces to reduce dependency on gas. Ms. Raghu reminded everyone of the importance of a carbon monoxide detectors.

Mr. Bracken urged everyone to get vaccinated and to please wear a mask and do what they can.

Mr. Prytherch also mentioned the Oxford Tomorrow February 16, 2022 Comprehensive Plan Meeting this will be the first open public input session. Mr. Prytherch expressed the importance that people participate and listen.

Mayor Snively responded to a public comment that the Council Retreat in January was canceled and hopes that everyone understood. Mayor Snively shared a very nice letter from a Miami Student's Parent, commending the efforts of the OPD and OFD for responding very well. Mayor Snively also added a WHO DEY this is the year of the Tiger after all.

Ms. Raghu moved to adjourn at 8:45 p.m. Ms. Franklin seconded. The motion passed 7-0-0.

Future Meetings.

WED – Feb 2 Environmental Commission 7 p.m. Municipal Building

TUES – Feb 8 Public Arts Commission Meeting 4:30 p.m. Municipal Building

TUES – Feb 8 Planning Commission Meeting 7: p.m.

WED – Feb 9 Historic & Architectural Preservation Commission Meeting 6:15 p.m.

THUR –Feb 10 Oxford Recreation Board Meeting 11:30 a.m. Municipal Building

MON – Feb 14 Oxford Parking & Transport. Advisory Board 9:30 a.m. Municipal Building

TUES –Feb 15 City Council Meeting 7:30 p.m.

THUR- Feb 17 Climate Action Steering Committee Meeting 8:30a.m. Municipal Building

MON - Feb 21 Holiday City Offices Closed

TUES – Feb 22 Board of Zoning Appeals Meeting 6:30 p.m.

FRI - Feb 25 Community Improvement Corporation Meeting 12 p.m. OFD Training Room

MON – Feb 28 Housing Advisory Commission Meeting 3:30 p.m. LCNB Community Room

TUES – Mar 1 City Council Meeting 7:30 p.m.

WED – Mar 2 Environmental Commission Meeting 7 p.m. Municipal Building

Adjourn.

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