



OXFORD CITY COUNCIL

Meeting Minutes

Tuesday, February 16, 2021

TUESDAY, FEBRUARY 16, 2021

Roll Call. Mike Smith, Mayor William Snavelly, Vice-Mayor David Prytherch
Jason Bracken Chantel Raghu Glenn Ellerbe Edna Southard

APPROVAL OF AGENDA

Ms. Southard moved to approve the agenda. Mr. Snavelly seconded. The motion passed by the following roll call:

AYE: Ms. Raghu, Mr. Snavelly, Ms. Southard, Mr. Bracken, Mr. Ellerbe, Mr. Prytherch, Mayor Smith (7).

NAY: None (0).

ABS: None (0).

Public Participation.

PUBLIC COMMENTS

Ms. Barbara Caruso, 6071 Booth Road, advised she was speaking on behalf of the Oxford Citizens for Peace and Justice (OCPJ). Ms. Caruso thanked Council for their part in supporting a cold shelter for homeless people in Oxford. Ms. Caruso informed Council of an emergency project that OCPJ has initiated noting with administration through the Family Resource Center OCPJ was collecting funds to extend the relief offered by the cold shelter which ends the last day of February through the month of March. Ms. Caruso advised if possible they would also like to add more capacity which is sorely needed for this month. Ms. Caruso noted the current shelter arrangements have been over subscribed and they are currently over capacity. Ms. Caruso advised the Family Resource Center has been striving to meet needs as they manifest although it was going into their regular funding. Ms. Caruso noted an appeal was sent to OCPJ members and other area citizens yesterday, they were receiving a good response, and welcomed Councilors and others to participate as well. Ms. Caruso advised with the current cold shelter being over subscribed and homelessness in Oxford an increasing problem this is only a stop-gap measure. Ms. Caruso noted this problem needs a larger community response on many levels. Ms. Caruso advised OCPJ appreciates Council's Work Session this evening regarding the Oxford Housing Report noting OCPJ members have read at least the Executive Summary and larger amounts of that report. Ms. Caruso encouraged the City to engage in action on truly affordable housing noting OCPJ would welcome a more permanent and stable multi-purpose shelter for people experiencing a variety of causes that result in their

homelessness or displacement. Ms. Caruso advised this engagement is clearly beyond OCPJ's ability to offer a tiny emergency intervention. Ms. Caruso noted privatizing the problem is not a viable long term solution. Ms. Caruso noted OCPJ was looking forward to the City's major investment in these housing difficulties.

Ms. Amy Shaiman, 11 Heather Ridge Court, advised she was speaking on behalf of her family. Ms. Shaiman thanked City Council and staff for the excellent efforts in snow removal noting she appreciates members of Council posting on social media about the importance of businesses and citizens shoveling their sidewalks. Ms. Shaiman inquired if it was possible for the snow plows to avoid depositing large amounts of snow in a curb-cut in her neighborhood. Ms. Shaiman again thanked Council and staff for keeping people safe during winter weather conditions.

Ms. Abby Bammerlin, advised she was a reporter for the Miami Student noting she has followed Council for the last year. Ms. Bammerlin thanked Council for helping her this past year and advised she will be passing the reins over to a new writer, Sean Scott.

CONSENT AGENDA

Mr. Snavelly requested removal of item A. Minutes of the February 2, 2021 City Council Meeting to address the issue of recusal.

Mr. Snavelly moved to approve the Consent Agenda with the exception of item A. Ms. Southard seconded. The motion passed by the following roll call:

AYE: Mr. Snavelly, Ms. Southard, Mr. Bracken, Mr. Ellerbe, Mr. Prytherch, Ms. Raghu, Mayor Smith (7).

NAY: None (0).

ABS: none (0).

Mr. Snavelly advised the reason he recused himself from the Planned Development discussion at the last meeting was because he hired a representative for the petitioner to do a task for him which should be complete by June.

Mr. Snavelly moved to approve the minutes with the correction as stated above. Mr. Prytherch seconded. The motion passed by the following roll call:

AYE: Ms. Southard, Mr. Bracken, Mr. Ellerbe, Mr. Prytherch, Ms. Raghu, Mr. Snavelly, Mayor Smith (7).

NAY: None (0).

ABS none (0).

Minutes of the February 2, 2021 City Council Meeting. (Mary Ann Eaton, Clerk of Council) pg4

Minutes

Report regarding the February 3, 2021 Environmental Commission Meeting. (Mike Dreisbach, Service Director) pg20

Report

Resolutions.

RESOLUTION **AGREEMENT WITH DUKE ENERGY**

A Resolution No. 7261 authorizing the City Manager to enter into an agreement with Duke

Energy of Ohio for the conversion of street lighting to LED technology at a cost of \$324,450.17 plus a contingency in the amount of \$25,549.83 for a total cost not to exceed \$350,000.00. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised the City currently has \$350,000 in the 2021 Capital Improvement Budget to convert old technology street lighting to LED technology. Mr. Dreisbach noted the City currently has 707 street lights operated by Duke Energy and advised the City pays a monthly fee to maintain the lights and purchase electricity for them. Mr. Dreisbach noted LED lights can generate a savings of up to 75% on the City's electric charges and will produce the same brightness as what the City has currently. Mr. Dreisbach addressed the issue of light pollution noting it can be mitigated. Mr. Dreisbach advised staff chose the 3,000 or lower Kelvin temperature for the lighting which is the same as at the Community Park and Uptown Parks. Mr. Dreisbach noted the lights are easy to install and maintain and advised the City expected a payback for the initial expense within 7 years. Mr. Dreisbach offered to answer any questions.

There were no comments from the public.

Mr. Prytherch thanked staff for pursuing this initiative and listening to Council's priorities. Mr. Prytherch noted he felt the fact the City can reduce its carbon footprint while saving money with in payback period of 7 years was awesome.

Ms. Southard noted she appreciated everything staff took into account in making this balance in addition to the benefits to the environment. Ms. Southard advised she felt a 7 year return in the investment was excellent.

Mr. Snavely advised he was very much in favor of the proposal noting it supports one of Council's goals and it was another way for Oxford to be more environmentally sustainable as well as economically frugal.

Mr. Bracken agreed with the other comments and inquired how long the average life span was of the LED light. Mr. Dreisbach advised the lights will last for tens of thousands of hours.

Mr. Snavely moved to adopt Resolution No. 7261. Mr. Prytherch seconded. The Resolution was adopted by the following roll call:

AYE: Mr. Bracken, Mr. Ellerbe, Mr. Prytherch, Ms. Raghu, Mr. Snavely, Ms. Southard, Mayor Smith (7)

NAY: None (0)

ABS: None (0)

Staff Report/Resolution

RESOLUTION
CURB, GUTTER & SIDEWALK IMPROVEMENTS

A Resolution No. 7262 declaring that it is necessary to improve those portions of certain properties as shown on Exhibit "A" attached hereto in the City of Oxford, Ohio, by re-paving, re-curb, and repairing the sidewalks, curbs, and gutters. (Mike Dreisbach, Service Director)

Mr. Dreisbach advised the City has used this procedure for many years for special assessments to help residents get curb, gutter and sidewalk back into acceptable standards in the City. Mr. Dreisbach noted the City has sent courtesy notices to property owners based on the approved budget for 2021. Mr. Dreisbach advised once staff knows what the funding will be staff can estimate how many streets can be repaved and trigger the process of letting people know their curb, gutter and sidewalk must be improved. Mr. Dreisbach noted the repairs will extend the life of the street the City is investing in. Mr. Dreisbach advised four pieces of legislation are required for this process as outlined in the Ohio Revised Code Chapter 729. Mr. Dreisbach noted this Resolution of necessity will allow staff to send certified notification to property owners of the deficiencies and the requirement to improve the curb, gutter and sidewalk. Mr.

Dreisbach advised this Resolution will be followed by a Resolution to contract for construction for those who do not perform the work, followed by a Resolution of actual costs for each property once the work is completed and then an Ordinance levying the costs to the property tax bill. Mr. Dreisbach noted if at any point an owner does not want the assessment they can pay the actual value of the City's work.

There were no comments from the public.

Mayor Smith advised Council was very familiar with this process.

Ms. Southard noted her neighbors had many questions about this process and she appreciated the answers given by Mr. Dreisbach and Mr. Elliott to answer those questions. Ms. Southard advised many people did not realize that the gutters and curbs are their responsibility.

Mr. Snavelly moved to adopt resolution No. 7262. Mr. Prytherch seconded. The Resolution was adopted by the following roll call:

AYE: Mr. Ellerbe, Mr. Prytherch, Ms. Raghu, Mr. Snavelly, Ms. Southard, Mr. Bracken, Mayor Smith (7)

NAY: None (0)

ABS: None (0)

Staff Report/Resolution

RESOLUTION **ODNR GRANT**

A Resolution No. 7263 of Council authorizing the City Manager to submit a grant application to the Ohio Department of Natural Resources requesting funding in the amount of \$500,000.00 from the Clean Ohio Trails Fund as a matching grant to the OKI funding received for Phase III and IV of the Oxford Area Trail and authorizing the City Manager to utilize funds raised by the OATS property tax levy to fund a 20% local match for this grant if awarded. (Jessica Greene, Assistant City Manager)

Ms. Greene advised in 2022 Phase III and Phase IV of the Oxford Area Trail will be constructed concurrently and the cost will be just over 4.2 million dollars. Ms. Greene noted the City has just over 1.9 million in existing grants which means 3 million dollars would have to come from the tax levy. Ms. Greene advised her goal with the proposed grant was to off-set the City's local match and to stretch the levy funds further.

Ms. Amy Shaiman, 11 Heatheridge Court, advised she appreciated all that Ms. Greene and City Council does for the trails to get everyone out into nature.

Mr. Prytherch noted the more grant dollars the City can have relative to the local match the better and advised he appreciated Ms. Greene's efforts to stretch out the levy dollars.

Mr. Snavelly moved to adopt Resolution No. 7263. Ms. Southard seconded. The Resolution was adopted by the following roll call:

AYE: Mr. Prytherch, Ms. Raghu, Mr. Snavelly, Ms. Southard, Mr. Bracken, Mr. Ellerbe, Mayor Smith (7)

NAY: None (0)

ABS: None (0)

Staff Report/Resolution

Ordinances.

First Reading.

ORDINANCE
SUPPLEMENTAL BUDGET

An Ordinance Amending Ordinance No. 3600. Supplemental Budget Ordinance Number 2 To Make Supplemental Appropriations For Fiscal Year 2021. (Joe Newlin, Finance Director)

Mr. Newlin addressed his staff report as presented on page 40 of Council's packet noting the Supplemental Budget was for the purchase of additional road salt. Mr. Newlin noted the street crew has done a great job of plowing the streets and thanked them for their service.

There were no comments from the public.

Ms. Southard inquired if the price of salt was affecting this purchase. Ms. Southard noted she appreciated that the Service Department balances road safety with the environmental issue of using too much salt. Mr. Dreisbach advised the City partners with the Butler County Engineer's Office and 15-20 other communities to leverage the buying power. Mr. Dreisbach noted the City has a fixed price contract for the entire year.

Mayor Smith advised Council would see this again in two weeks.

Staff Report/Ordinance

Second Reading.

ORDINANCE
PRELIMINARY-PLANNED-DEVELOPMENT

An Ordinance Accepting The Recommendation Of The Planning Commission And Approving The Preliminary Planned Development Application For Lake Forest Phase One (US 27 & Lake Forest Drive With Conditions. (Sam Perry, Community Development Director)

Mayor Smith asked for a motion to table the proposed Ordinance as staff is working with the developer and is making some progress on some of the issues related to the conditions for approval.

Mr. Snavely recused himself as he has hired a representative for the petitioner to perform a task for him.

Mr. Prytherch moved to table the proposed Ordinance. Mr. Bracken seconded. The motion passed by the following roll call:

AYE: Ms. Raghu, Ms. Southard, Mr. Bracken, Mr. Ellerbe, Mr. Prytherch, Mayor Smith (6)

NAY: None (0)

ABS: None (0)

Staff Report/Ordinance

ANNOUNCEMENTS & COMMUNICATIONS

Mr. Elliott advised the City's Deer Management program ended February 7 noting it was the 12th year for the program. Mr. Elliott advised 9 deer were harvested this year with of them being donated to the Community Meal Center in Hamilton. Mr. Elliott noted over the 12 years 1.6 tons of venison has been donated to the Community Meal Center.

Mr. Elliott reminded everyone the City is conducting a Police Services Survey provided by the independent research firm Polco. Mr. Elliott encouraged those who received a postcard in the mail to complete the survey.

Mr. Elliott provided an update on Covid-19 statistics.

Mr. Dreisbach thanked employees of the Service Department for their snow removal efforts noting they have done an excellent job. Mr. Dreisbach thanked the Police Division for their efforts in getting the snow routes cleared of parked vehicles.

Chief Jones advised 39 cars were towed from snow routes which was considerably less than the prior snow event when OPD ticketed 216 cars for snow route violations. Chief Jones noted OPD worked diligently on their messaging about snow route regulations using social media resources and cooperating with Miami University.

Ms. Greene advised the City's annual report has been published on the city's website and on social media and encouraged everyone to share it far and wide. Ms. Greene noted printed copies would be placed in various public places around town.

Ms. Greene advised staff is working on a new website for the City noting her hope it will be ready in June. Ms. Greene advised as part of that she would like Councilors to have a head-shot taken for the website and noted she would reach out to them in March to schedule those.

Mr. Perry advised staff was working on a limited version of the popular event ShareFest which will take place this year during the student move-out.

Mr. Perry noted staff has an RFP out to establish the best route for the OATS trail to cover the gap between the Community Park and the covered bridge and advised Council would hear more about that over the next few weeks.

Mr. Conard thanked Chief Jones and OPD for allowing him to use their conference room yesterday while his daughter participated in the District Dive Meet at Miami University. Mr. Conard thanked the university for allowing the high school students to have the competition. Mr. Conard noted this was a reflection of what a wonderful place the City of Oxford is to everyone.

Ms. Raghu provided a renewable energy update noting since Council's last meeting the number of homeowners that have signed up to try to get solar panels on their homes has more than doubled. Ms. Raghu advised 22 homeowners in Oxford are in the process of getting quotes or waiting to sign contracts.

Ms. Raghu thanked Mr. Dreisbach for providing information to her regarding the Wastewater Treatment Plant. Ms. Raghu advised she had a meeting scheduled with an engineer who is a co-author for Carbon Capture and Utilization for Renewable Energy at Wastewater Treatment Plants. Ms. Raghu noted she was excited to share the information the City's Wastewater Treatment Plant already has and see how to keep the renewable energy train going.

Mr. Ellerbe referred to the recent weather events and reminded everyone 4 wheel drive does not mean 4 wheel stop. Mr. Ellerbe encouraged drivers to give each other extra space and extra time noting he wanted to ensure everyone stays safe.

Mr. Snavelly expressed his thanks and appreciation to Mr. Dreisbach and his crews noting they did a fabulous job with the recent snow removal.

Ms. Southard encouraged everyone to fill out the Butler County Board of Health survey regarding the Covid-19 vaccination noting they will contact people to let them know when they are eligible for the vaccine. Ms. Southard advised when people are vaccinated they are not given a second appointment and many residents were concerned about this. Ms. Southard noted the Butler County Board of

Health contacted people yesterday to inform them of another event at the fairgrounds which people could sign-up for. Ms. Southard encouraged everyone to get their vaccine when they become eligible.

Mr. Bracken advised the vaccines are safe and effective and encouraged everyone to get theirs when it is their turn for themselves, their family and for the community.

Mr. Bracken thanked the Oxford Citizens for Peace and Justice and all of the community members that generously donated to extending the City's cold shelter transitional housing program. Mr. Bracken asked the City to step up as much as possible to expand that and to sustain it going forward since these are the most vulnerable members of the community. Mr. Bracken advised he felt the City needed to find a way to provide this service consistently.

Mr. Prytherch advised he felt the Service Department did an amazing job with the snow removal noting it was a team effort with OPD, the Dispatchers and the Public Safety Assistants. Mr. Prytherch advised he was impressed by the voluntary snow shoveling that was done by residents on the sidewalks although he felt there was some intractability that Council needs to work on before everyone forgets about the snow event. Mr. Prytherch noted some of the businesses do a terrible job of keeping sidewalks and parking lots clear of snow. Mr. Prytherch advised he would like to have a conversation with the City Manager and the Law Director about what the City can do when voluntary compliance is not good enough and the City is left with those who refuse to keep their properties free of snow.

Mayor Smith thanked those who shoveled their sidewalks over the past few weeks noting a few businesses Uptown did not take care of their sidewalks which sets a bad example. Mayor Smith thanked Ms. Raghu for shoveling at her home on the walking route to Kramer School noting he was dismayed that the walking routes to the elementary school were not completely clear.

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.

Future Meetings. (Virtual)

WED - Feb 17 Board of Zoning Appeals Meeting 6:30 p.m.

THUR- Feb 18 Oxford Climate Action Steering Committee Meeting 9:30 a.m.

THUR- Feb 18 Recreation Board Meeting 11:30 a.m.

THUR- Feb 18 Police Community Relations & Review Commission Meeting 7:00 p.m.

FRI - Feb 26 Community Improvement Corporation Meeting 12:00 p.m.

FRI - Feb 26 Student Community Relations Commission Meeting 3:00 p.m.

TUES - Mar 2 City Council Meeting 7:30 p.m.

WED - Mar 3 Environmental Commission Meeting 7:00 p.m.

TUES - Mar 9 Public Arts Commission of Oxford Meeting 4:30 p.m.

TUES - Mar 9 Planning Commission Meeting 7:00 p.m.

WED - Mar 10 Historic and Architectural Preservation Commission Meeting 6:15 p.m.

THUR- Mar 11 Recreation Board Meeting 11:30 a.m.

MON – Mar 15 Housing Advisory Commission Meeting 1:30 p.m.

TUES- Mar 16 City Council Meeting 7:30 p.m.

WED – Mar 17 Board of Zoning Appeals Meeting 6:30 p.m.

ADJOURNMENT

Mr. Snavelly moved to adjourn at 8:22 p.m. Ms. Southard seconded. The motion passed by the following roll call:

AYE: Mr. Snavelly, Ms. Southard, Mr. Bracken, Mr. Ellerbe, Mr. Prytherch, Ms. Raghu, Mayor Smith (7).

NAY: None (0).

ABS: None (0).

[Printer friendly version](#)

©2003 Site designed & developed by [Project A](#), using ActiveContent™ Technology.
If you have questions regarding the site, please contact the [webmaster](#).
[Website & Privacy Policy](#).