

CITY OF OAKWOOD
STATE OF OHIO
APRIL 1, 2024

The Council of the city of Oakwood, State of Ohio, met in a work session and executive session at 6 p.m. in the conference room of the city of Oakwood, 30 Park Avenue, Oakwood, Ohio, 45419. Council then met in a regular session at 7:30 p.m. in the council chambers of the city of Oakwood.

The meeting was streamed live from the Oakwood city website, telecast live on Cable Access Channel 6, and available via remote teleconferencing utilizing the Zoom.com platform.

The Mayor, Mr. William Duncan, presided, and the Clerk, Ms. Lori Stacel, recorded. Mayor Duncan asked all present to participate in the Pledge of Allegiance.

Upon call of the roll, the following members of Council responded to their names:

- MR. WILLIAM D. DUNCAN.....PRESENT
- MR. STEVEN BYINGTONPRESENT
- MR. ROBERT P. STEPHENS.....PRESENT
- MRS. LEIGH TURBENPRESENT
- MRS. HEALY JACKSON.....PRESENT

Officers of the City present were the following:

- Mr. Norbert S. Klopsch, City Manager
- Mr. Robert F. Jacques, City Attorney
- Chief Alan Hill, Public Safety Director
- Mr. Douglas Spitler, Public Works Director
- Ms. Lori Stacel, Clerk of Council

The following in-person visitors registered:

- Madeline Iseli, Oakwood Inclusion Coalition
- Joshua Green, Oakwood Inclusion Coalition
- Tori Rhule, CARE House
- Amy Van Verth, CARE House
- Samantha & Kyle Young, 15 E. Dixon Avenue
- Beth Byington, 24 W. Schantz Avenue
- Debbie Byington, San Antonio, TX

The following Zoom visitors attended via remote teleconference:

- 12 Pro Max

Mrs. Jackson advised Council she had read the meeting minutes of the March 4, 2024 regular session and work session and the March 11, 2024 work session. Mrs. Jackson reported she found the minutes correct and complete. Therefore, it was moved by Mrs. Jackson and seconded by Mr. Stephens that the minutes of the sessions of Council aforementioned be approved as written and the reading thereof at this session be dispensed with. Upon a viva voce vote on the question of the motion, same passed unanimously and it was so ordered.

STATUS REPORTS –

City Manager Retirement – City Manager Norbert Klopsch announced his plan to retire in November, on the anniversary of his 32nd year working for the city of Oakwood. He began his service as City Manager 22 years ago to the day. He previously served as City Engineer and as Director of Engineering and Public Works. He moved to Oakwood five months before starting his career with the city and children and stepchildren benefited from the Oakwood Schools like so many others. He committed to working until the day he retires in November. Mr. Klopsch said that Oakwood has been a wonderful community to live and work in.

Mayor Duncan congratulated Mr. Klopsch on his retirement and noted that he is only the fifth city manager to serve the city of Oakwood since Oakwood became a city in 1931.

Proclamations – Mayor Duncan read the following proclamations:

- Proclamation recognizing April as “Parkinson’s Awareness Month.”
- Proclamation recognizing April as “Fair Housing Month.”
- Proclamation recognizing the week of April 22 as “Arbor Week.”
- Proclamation recognizing April as “National Child Abuse Awareness Month.”

VISITORS

Tori Rhule and Amy Van Verth, Pinwheels for National Child Abuse Awareness – Tori Rhule and Amy Van Verth with CARE House shared information about the work of CARE House, the 2024 pinwheel project, and how CARE House advocates for victims of child abuse and neglect.

Mrs. Van Verth thanked the city of Oakwood for continued support of CARE House and for embracing the Pinwheel project. She encouraged people to wear blue on April 10 to support CARE House.

Mrs. Rhule thanked Council for their support and thanked Oakwood resident Terri Jones for her ongoing work on the project.

Mayor Duncan thanked Mrs. Van Verth and Mrs. Rhule for sharing information about CARE House.

Madeline Iseli, Oakwood Inclusion Coalition 2023 Annual Report – Madeline Iseli, chair of the Oakwood Inclusion Coalition (OIC,) thanked the Oakwood Inclusion Coalition Leadership Team and Mr. Jacques who serves as the City Liaison. She then reported on the organization’s activities over the last year. The OIC’s third annual report focuses on the following topics: administrative matters; engaging community participation; achieving community impact; operating with solid financial standing; and expressing appreciation.

The OIC continues to function conservatively in terms of finances. The organization appreciates the coordination with the city, with the Oakwood Schools, and with Wright Memorial Public Library. The OIC’s website and e-newsletter are the main source of communication. There are about 440 subscribers to the e-newsletter, which is a terrific way to share information and to engage the community.

One of the most important tasks of the OIC has been to engage community participation. The OIC has been involved with the Ice Cream Social; Family Pride Picnic; That Day in May; and Scarecrow Row. The OIC has also been involved with several regional activities including the Martin Luther King, Jr. Memorial March in Dayton; discussions, presentations, and other programs and volunteering opportunities. The activities get people together to learn about different perspectives and different views and learn how to work together to create a stronger community.

The OIC had almost no expenditures in 2023 and has a strong financial standing. This year, the OIC will focus on engaging with the community.

In closing, Mrs. Iseli expressed her appreciation to the city of Oakwood, Oakwood Schools, the Wright Memorial Public Library, and the Oakwood Register. She also recognized former members of the OIC Leadership Team Healy Jackson, Dan Turben, and Mike Miller.

Mrs. Jackson shared that she strongly believes that the most important thing the OIC does is send out the monthly bulletins. The bulletins educate people about what is going on in the community and the region. She opined that the real purpose of the OIC is to increase awareness and welcome engagement.

Vice Mayor Byington agreed with Mrs. Jackson. He shared that he considers himself pretty well-versed on what is going on in the community, yet he always learns more by reading the newsletter.

Mayor Duncan thanked the OIC for their efforts and Mrs. Iseli for the update.

LEGISLATION

AN ORDINANCE

BY MR. STEPHENS

NO 4994

AN ORDINANCE DETERMINING TO PROCEED WITH THE IMPROVEMENT OF CERTAIN STREETS BETWEEN CERTAIN TERMINI IN THE CITY OF OAKWOOD, OHIO, BY LIGHTING THE SAME WITH ELECTRICITY.

A copy of the ordinance, having been placed on the desks of each member of Council prior to introduction, was read by title.

Mr. Stephens explained that this is an annual ordinance that is the second step of the 2025 street lighting program. It is the ordinance that authorizes the city to proceed with the project. It was introduced with a first reading at the March 4 Council meeting.

Thereupon, it was moved by Mr. Stephens and seconded by Mrs. Turben that the ordinance be passed.

Upon call of the roll on the question of the motion, the following vote was recorded:

MR. WILLIAM D. DUNCAN.....	YEA
MR. STEVEN BYINGTON	YEA
MR. ROBERT P. STEPHENS	YEA
MRS. LEIGH TURBEN	YEA
MRS. HEALY JACKSON.....	YEA

There being five (5) yea votes and no (0) nay votes thereon, said ordinance was declared duly passed and it was so ordered.

AN ORDINANCE

BY MR. STEPHENS NO 4996

AN ORDINANCE LEVYING SPECIAL ASSESSMENTS FOR THE IMPROVEMENT OF CERTAIN STREETS BETWEEN CERTAIN TERMINI IN THE CITY OF OAKWOOD, OHIO, BY LIGHTING THE SAME WITH ELECTRICITY.

A copy of the ordinance, having been placed on the desks of each member of Council prior to introduction, was read by title.

Mr. Stephens explained that this is the third and final step of the 2025 street lighting program. It allows for the costs of street lighting to be certified to the Montgomery County Auditor for assessment.

This was a first reading of the ordinance, so Mr. Stephens made no motion.

AN ORDINANCE

BY MR. STEPHENS NO 4995

AN ORDINANCE DETERMINING TO PROCEED WITH THE REPAIRING OF SIDEWALKS AND APPURTENANCES THERETO ON CERTAIN STREETS BETWEEN CERTAIN TERMINI, IN THE CITY OF OAKWOOD, OHIO, AND PROVIDING THAT ABUTTING PROPERTY OWNERS REPAIR THE SAME.

A copy of the ordinance, having been placed on the desks of each member of Council prior to introduction, was read by title.

Mr. Stephens explained that this is an annual ordinance that is the second step of the 2024 Sidewalk, Curb and Driveway Apron Project. This year's program area covers Far Hills Avenue through the main business district, from Peach Orchard Road to the south corporate limit, as well as the first block of most of the side streets that intersect with Far Hills Avenue through the business district. It was introduced with a first reading at the March 4 Council meeting.

Thereupon, it was moved by Mr. Stephens and seconded by Vice Mayor Byington that the ordinance be passed.

Upon call of the roll on the question of the motion, the following vote was recorded:

MR. WILLIAM D. DUNCAN.....	YEA
MR. STEVEN BYINGTON	YEA
MR. ROBERT P. STEPHENS	YEA
MRS. LEIGH TURBEN	YEA
MRS. HEALY JACKSON.....	YEA

There being five (5) yea votes and no (0) nay votes thereon, said ordinance was declared duly passed and it was so ordered.

AN ORDINANCE

BY MR. STEPHENS NO 4997

AN ORDINANCE LEVYING SPECIAL ASSESSMENTS FOR THE IMPROVEMENT OF CERTAIN STREETS BETWEEN CERTAIN TERMINI IN THE CITY OF OAKWOOD, OHIO, BY LIGHTING THE SAME WITH ELECTRICITY.

A copy of the ordinance, having been placed on the desks of each member of Council prior to introduction, was read by title.

Mr. Stephens explained that this is the third piece of legislation for last year's Sidewalk Repair Project authorizing the assessment of the sidewalk repair costs that have not been paid directly by affected homeowners.

This was a first reading of the ordinance, so Mr. Stephens made no motion.

AN ORDINANCE
BY VICE MAYOR BYINGTON NO 4998
AN ORDINANCE ADOPTING THE 2025 TAX BUDGET FOR THE
CITY OF OAKWOOD, OHIO, FOR THE FISCAL YEAR BEGINNING
JANUARY 2025.

A copy of the ordinance, having been placed on the desks of each member of Council prior to introduction, was read by title.

Vice Mayor Byington explained that to comply with Section 6.01 of the City Charter, this is the annual housekeeping ordinance to estimate the city's revenues and expenses for calendar year 2025.

This was a first reading of the ordinance, so Vice Mayor Byington made no motion.

AN ORDINANCE
BY VICE MAYOR BYINGTON NO 4999
AN ORDINANCE AMENDING PROVISIONS OF CHAPTER 12,
SIGNS, OF THE OAKWOOD ZONING ORDINANCE, SO AS TO
CLARIFY THE REGULATORY EXEMPTION FOR CERTAIN FLAGS
AND TO SPECIFY A METHOD FOR CALCULATING THE SIGN
FACE AREA OF TEMPORARY SIGNS INSTALLED AS LAWN
SIGNS.

A copy of the ordinance, having been placed on the desks of each member of Council prior to introduction, was read by title.

Vice Mayor Byington explained that this is the first reading of an ordinance to amend the Oakwood Zoning Code. It would make two changes to the sign regulations. First, it would clarify the regulatory exemption for certain flags to ensure that the exemption is content-neutral. Second, it would update how the sign face area of temporary lawn signs is calculated, treating them all as being single-sided.

The Planning Commission reviewed these proposed changes at a public hearing on March 6, and has recommended that they be approved by Council. Council will do a second reading of the ordinance and conduct its own public hearing at our next meeting on May 6.

This was a first reading of the ordinance, so Vice Mayor Byington made no motion.

AN ORDINANCE
BY VICE MAYOR BYINGTON NO 5000
AN ORDINANCE AMENDING SECTION 1171.09, LOT SPLITS ON
WHICH NO PLAT IS REQUIRED, OF THE OAKWOOD SUBDIVISION
CODE, SO AS TO CLARIFY THE PROCESS FOR ADMINISTRATIVE
REVIEW AND APPROVAL OF CERTAIN MINOR SUBDIVISIONS
WITHOUT REQUIRING A FORMAL PLAT.

A copy of the ordinance, having been placed on the desks of each member of Council prior to introduction, was read by title.

Vice Mayor Byington explained that this is an ordinance to amend the Subdivision Code so that minor lot splits and consolidations can be approved administratively. The City Manager already has authority to do this in many cases. But as written, the code requires a "deed" or "instrument of conveyance" for these minor adjustments. As a result, this streamlined administrative approval is not available in situations where no conveyance is taking place. A common example in Oakwood happens when the owner of a double lot wishes to consolidate them into a single parcel.

There is no "conveyance" because neither lot is changing ownership...they are simply being merged under the same ownership.

This is a common-sense amendment that eliminates an unnecessary formal review process. It will allow for these kinds of boundary adjustments to be made more quickly and at a lower cost to the property owner.

This was a first reading of the ordinance, so Vice Mayor Byington made no motion.

AN ORDINANCE
BY VICE MAYOR BYINGTON NO 5001
AN ORDINANCE TO AMEND SECTION I, 2024 ORIGINAL
APPROPRIATION ORDINANCE NO. 4985, AND ANY EXISTING
SUPPLEMENTS THERETO, TO PROVIDE FOR THE APPROPRIATION
OF:

AN ADDITIONAL AMOUNT OF \$31,254.89 TO BE EXPENDED FROM
THE FIRE INSURANCE TRUST FUND AS A RELEASE OF SECURITY
FOR THE REPAIR OF RESIDENTIAL PREMISES DAMAGED BY FIRE.

FOR THE CITY OF OAKWOOD, STATE OF OHIO, DURING THE FISCAL
YEAR ENDING DECEMBER 31, 2024.

A copy of the ordinance, having been placed on the desks of each member of Council prior to introduction, was read by title.

Vice Mayor Byington explained that this a supplemental appropriation ordinance that is necessary to address fire insurance proceeds that came into the city's possession after Council adopted the 2024 budget and appropriation ordinance.

As required by the State of Ohio, Oakwood established a Fire Insurance Trust Fund in 1981. The fund functions much like an escrow account except that it is non-interest-bearing. When a property in the city is damaged by fire, the property owner's insurance company sends a portion of the insurance proceeds to the city. We hold it in the Fire Insurance Trust Fund until repairs are completed, and then it is turned over to the insured property owner, minus any costs the city might incur to secure or make the structure safe before repairs are completed.

In November, there was a fire at 447 Orchard Avenue that resulted in an insured loss, and the city recently received \$31,254.89 from the owner's insurance company. This supplemental appropriation will allow us to disburse that money to the property owner after the repairs are completed and making any deductions required by law.

Thereupon, it was moved by Vice Mayor Byington and seconded by Mr. Stephens that the second reading be waived and that the ordinance be passed tonight.

Upon call of the roll on the question of the motion, the following vote was recorded:

- MR. WILLIAM D. DUNCAN.....YEA
- MR. STEVEN BYINGTONYEA
- MR. ROBERT P. STEPHENSYEA
- MRS. LEIGH TURBENYEA
- MRS. HEALY JACKSON.....YEA

There being five (5) yea votes and no (0) nay votes thereon, said ordinance was declared duly passed and it was so ordered.

STAFF REPORT

Public Works Department Presentation: Mr. Doug Spitler, P.E., Public Works Director, referenced a PowerPoint presentation and updated Council on various Public Works projects and operations.

The large storm sewer project along Far Hills Avenue has been an ongoing and challenging project for the community because of the traffic disruptions on Far Hills Avenue. Mr. Spitler shared a few images that show the complexity of the project.

The multi-year CenterPoint (formerly Vectren) project that began in 2010 was completed last year. All of the underground gas distribution pipes and home service lines in Oakwood have been renewed.

The Public Works Department is flushing fire hydrants throughout Oakwood from April 1 to May 3. The hydrants west of Far Hills Avenue will be flushed from April 1 to April 12. The hydrants east of Far Hills Avenue will be flushed from April 15 to May 3.

The Public Works Department provides several self-service options available for refuse and recycling such as drop-off containers for recycling cardboard, yard debris, and co-mingled materials at a 24/7 Recycling Facility; the Foell Public Works Center at 210 Shafor Boulevard is open from 8 a.m. until 12 noon on the first Saturday of each month for Oakwood citizens to drop off refuse items; and refuse dumpsters are available for disposal of a mixture of debris from “do-it-yourself” homeowner projects.

The leaf mulch program, where the leaves collected in Oakwood last fall are processed and turned into mulch, will begin on April 13 and continue through May 11. Mulch picked up at the public works yard is available at no cost to Oakwood citizens. For those who want mulch delivered, the city offers 3 cubic yards for \$100 and 6 cubic yards for \$150.

The next Styrofoam recycling events are scheduled for Saturday, April 13 and Saturday, July 20.

The next Oakwood Rotary hazardous waste pick-up event is on Saturday, April 20. Citizens desiring a pick up should call (937) 296-5155 before noon on Friday, April 19 and leave their name and address.

There were several large equipment purchases recently including: Wheel Loader: \$115,000; Mr. Manhole Cutter: \$42,400; and Street Sweeper: \$268,465.

Mr. Spitler displayed a line graph showing refuse collection trends over the past six years.

Mr. Spitler displayed a line graph showing cardboard collection trends over the past eleven years. The line graph showed a consistent increase in cardboard collection each year. In 2023, the city delivered cardboard to Rumpke and received market-based revenue of \$6,939.75.

The Public Works Department cleans the entire 211,200 feet (about 40 miles) of the underground sanitary sewer system. The goal is to clean the entire system every three years. During the first year of the current project, public works employees cleaned 140,785 feet.

From December 2023 to March 2024, the Public Works Department used 564 tons of roadway deicing salt through the winter season.

Mr. Spitler shared several personnel changes. Kirby Donovan retired in November 2023 after 33 years of service. He unfortunately passed away in February 2024. Mike Kingdom is scheduled to retire after 34 years of service at the end of April. The Public Works Department welcomed Daniel Phillips, Jr., General Service Worker on October 9, 2023. The Department is in the process of hiring two new general service workers.

Mr. Stephens asked how often the sanitary sewers will be cleaned.

Mr. Spitler said that the cleaning process will be ongoing and any trouble spots will be proactively checked regularly.

CITY MANAGER’S COMMENTS – Mr. Klopsch reported on the following:

Mr. Klopsch thanked Mr. Spitler for the department report. He commended the Public Works Department for all of the good work in providing so many essential public services to the Oakwood community. He noted that Mr. Spitler and Chief Hill each oversee about 1/3 of Oakwood employees in their respective departments. Mr. Klopsch thanked them for leading two very important departments that deliver essential services to the Oakwood community.

The planning for this year’s “That Day in May” event began a few months ago. Mr. Klopsch thanked Leisure Services Director Carol Collins and Public Safety Lieutenant Damian Baggett for their help in coordinating the event with representatives of the Oakwood Rotary Club.

Mr. Klopsch commented on how Oakwood comes alive each spring as the blossoms brighten the community. He thanked Leisure Services Director Carol Collins, Horticulturist Brian Caldwell, and other staff for all of their hard work with beautification efforts throughout the city.

COUNCIL COMMENTS

Mrs. Jackson said that she has always been able to count on Mr. Klopsch and respects his high integrity. She shared that the “Wright at Home” event is scheduled for Sunday, April 28.

Mrs. Turben agreed with Mrs. Jackson's comments about Mr. Klopsch and wished him all the best in his upcoming retirement. She then shared some safety tips for the April 8 solar eclipse.

Mr. Stephens congratulated Mr. Klopsch on his pending retirement.

Vice Mayor Byington also congratulated Mr. Klopsch. He then recognized his sister from San Antonio who was in the audience.

Mayor Duncan closed the meeting by asking people not to operate vehicles while wearing solar eclipse glasses. He added that he echoes the comments about Mr. Klopsch from city council, and that he has regularly attended Mayors and Managers meetings with Mr. Klopsch for 15 years and consistently seen how Mr. Klopsch is respected by the regional mayors and city managers.

The public meeting concluded at 8:39 p.m.



MAYOR

ATTEST:



CLERK OF COUNCIL