

CITY OF OAKWOOD
STATE OF OHIO
APRIL 1, 2019

The Council of the city of Oakwood, State of Ohio, met in a work session at 6:30 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 Mayor, Mr. William Duncan, presided, and the Clerk of Council, Ms. Lori Stacel, recorded. Mayor Duncan opened the meeting by asking 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. ANNE S. HILTON.....PRESENT
- MR. CHRISTOPHER B. EPLEYPRESENT

Officers of the city present were the following:

- Mr. Norbert S. Klopsch, City Manager
- Mr. Robert F. Jacques, City Attorney
- Ms. Lori Stacel, Clerk of Council

The following visitors registered:

- Jacqui Taylor, 998 Valley View Drive, Milford, OH 45150
- Joe Fulford, 219 Orchard Drive, Oakwood, OH 45419
- JC Stephens, 214 Forrer Boulevard, Oakwood, OH 45419
- Patrick Toussaint, 820 Shafor Boulevard, Oakwood, OH 45419
- Gregory Toussaint, 820 Shafor Boulevard, Oakwood, OH 45419
- Stefanie Campbell, 271 Schenck Avenue, Oakwood, OH 45409

Mrs. Hilton advised Council she had read the meeting minutes of the March 4, 2019 regular session and work session. Mrs. Hilton reported she found the minutes correct and complete. Therefore, it was moved by Mrs. Hilton 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

Citizen Committee Appointments – Mayor Duncan shared that there are several remaining vacancies on the citizen committees. City Council and staff are in the process of identifying citizen volunteers for appointment at the May 6 council meeting.

Proclamations – Mayor Duncan read the following proclamations:

- A proclamation recognizing April as “Fair Housing Month”;
- A proclamation recognizing April as “Autism Awareness Month” and April 2 as “World Autism Day”;
- A proclamation recognizing April 7 – April 13 as “National Library Week”;
- A proclamation recognizing May as “Motorcycle Awareness Month”.

Mr. Joe Fulford, Ms. Jacqui Taylor, and Student Library Ambassador Raymond Pelligra accepted the proclamation on behalf of Wright Memorial Library. Mr. Fulford shared that Wright Memorial Library is helping to celebrate their 80th Anniversary by offering a “Wright Library Reading Challenge”. The challenge is to read eight books, one for each decade of the Wright Memorial Library’s existence, by December 31, 2019. Individuals who complete the challenge will receive a Wright Memorial Library mug. Ms. Taylor shared that Raymond achieved the highest number of reading hours in 4th grade, reading for over 200 hours last summer. City Council congratulated Raymond for his achievement.

Commendation – Mayor Duncan displayed and read a commendation that was sent to the city of Oakwood by the General Assembly of the State of Ohio under the sponsorship of Representative Jim Butler. The city of Oakwood was commended for being ranked first on the list of “Best Places to Live” by the *Dayton Business Journal*.

VISITORS – There were no visitors wishing to address Council, but Mayor Duncan recognized an Oakwood Boy Scout in attendance as part of a merit badge requirement.

LEGISLATION

AN ORDINANCE
BY MR. STEPHENS NO 4880
TO LEVY SPECIAL ASSESSMENTS FOR THE CONSTRUCTION OR
RECONSTRUCTION OF SIDEWALKS AND APPURTENANCES
THERE TO IN THE CITY OF OAKWOOD, OHIO.

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

Thereupon, it was moved by Mr. Stephens and seconded by Mrs. Hilton 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 BYINGTONYEA
MR. ROBERT P. STEPHENS.....YEA
MRS. ANNE HILTONYEA
MR. CHRISTOPHER EPLEY.....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 4878
DETERMINING TO PROCEED WITH THE REPAIRING OF
SIDEWALKS AND APPURTENANCES THERETO ON FORRER
BOULEVARD AND CERTAIN OTHER STREETS BETWEEN
CERTAIN TERMINI, IN THE CITY OF OAKWOOD, OHIO,
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 2019 Sidewalk Project. It was introduced with a first reading at the March 4, 2019 Council meeting. This year's program will cover all streets within the area bounded by Forrer Boulevard, Far Hills Avenue, Patterson Road, Acorn Drive, and Shroyer Road.

Thereupon, it was moved by Mr. Stephens and seconded by Mr. Epley 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 BYINGTONYEA
MR. ROBERT P. STEPHENS.....YEA
MRS. ANNE HILTONYEA
MR. CHRISTOPHER EPLEY.....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 4879
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 2020 street lighting program. It was introduced with a first reading at the March 4, 2019 Council meeting, and is the ordinance that authorizes the City to proceed with the project.

Thereupon, it was moved by Mr. Stephens and seconded by Mr. Epley 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. ANNE HILTON	YEA
MR. CHRISTOPHER EPLEY.....	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 VICE MAYOR BYINGTON NO 4882
 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.

Vice Mayor Byington explained that this ordinance is the third step of the 2020 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 Vice Mayor Byington made no motion.

AN ORDINANCE
 BY VICE MAYOR BYINGTON NO 4881
 AMENDING SECTION 729.03, PERMIT REQUIRED, OF THE
 OAKWOOD BUSINESS REGULATION CODE TO CLARIFY
 PERMITTING PROCEDURES FOR THE OPERATION OF MOBILE
 FOOD VEHICLES AT REGULARLY-RECURRING EVENTS.

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 ordinance was introduced with a first reading at the March 4, 2019 Council meeting, and is intended to make the food truck permitting process more efficient for recurring weekly or monthly events like the Farmers' Market. It would revise Section 729.03 to include a category for "regularly-recurring" events, and would combine each instance of these regularly-recurring events, within the same calendar year, as a single event for permitting purposes. This will enable the event sponsor to collect and submit permit applications early in the season, which the city can then review and generate a list of approved vendors.

Thereupon, it was moved by Mr. Stephens and seconded by Mrs. Hilton 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. ANNE HILTON	YEA
MR. CHRISTOPHER EPLEY.....	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 VICE MAYOR BYINGTON NO 4883
 AN ORDINANCE ADOPTING THE 2020 TAX BUDGET FOR THE
 CITY OF OAKWOOD, OHIO, FOR THE FISCAL YEAR BEGINNING
 JANUARY 2020.

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 2020.

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

AN ORDINANCE
 BY VICE MAYOR BYINGTON NO 4884
 AN ORDINANCE TO REPEAL EXISTING TITLE 12, SIGNS, OF THE
 OAKWOOD ZONING ORDINANCE AND TO ADOPT NEW TITLE
 12, SIGNS, OF THE OAKWOOD ZONING ORDINANCE.

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 update the City's sign regulations, which have not been materially updated since the current Zoning Ordinance took effect on January 1, 2001. The draft ordinance was prepared by the City Attorney to accomplish three goals:

1. To establish clear regulations for the use of electronic signage;
2. To ensure effective administration while remaining constitutional; and
3. To add clarity and consistency throughout the sign code.

This is a text amendment to the Zoning Ordinance, so it is subject to a two-step approval process that requires public hearings before the Planning Commission and Council.

The Planning Commission conducted its public hearing on March 6. By a vote of 3-2, the Planning Commission recommended approval of the ordinance, but conditioned that recommendation on the removal of certain provisions from the draft. Those provisions include:

- Section 1201.06(C)(5), which permits electronic changeable copy to be used on certain monument signs;
- Section 1201.06(D), which sets forth regulations applicable to monument signs displaying electronic changeable copy; and
- Section 1201.06(F)(2), which requires all permanent signs to be constructed of non-combustible materials.

This ordinance is introduced with a first reading tonight, and Council will conduct a 2nd reading and its own public hearing on the ordinance at the May 6 meeting.

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

Mayor Duncan explained that ordinances require two readings and are voted on at the second meeting. This process allows time for residents to learn about the ordinance and ask questions.

STAFF REPORT

Public Works Department Presentation: Mr. Klopsch started his presentation by sharing that he has been overseeing the Public Works Department as City Manager for almost five years. He shared that this would not be possible without the quality work from the Public Works Department, and the help of the Department Heads and Ms. Stacel.

Mr. Klopsch then provided an update on the following:

The city of Oakwood follows the sealed competitive bidding process on projects totaling over \$50,000. It is important to begin the bidding process early to reach contractors before they commit to other projects.

Beginning in a few weeks, a city contractor will repair some concrete roadways in Oakwood. The work is scheduled to take place over the next few months on Park Avenue between Harman Avenue and Oakwood Avenue; Ridgeway Road from Park Road to the south corporation line; and Fairforest Circle. Construction notice postcards will be mailed soon to property owners around the work areas. The bid opening was on February 27. There were six bids ranging from \$131,900 to \$194,600. The engineers estimate was \$151,400. The project was awarded to TH Solutions, LLC at a total cost of \$131,900.

The 2019 asphalt repaving project will take place on Spirea Drive; Greenmount Boulevard; Peach Orchard Avenue (Far Hills Avenue to Shroyer Road); East Drive (Shafor Boulevard Avenue to Shroyer Road); Hathaway Road (Patterson Road to South Corporation Line); Alpine Lane; Hilltop Avenue; Fairmont Avenue; and Hillview Avenue (Alpine Lane to South Corporation Line). The resurfacing will include grinding off a little over one inch of the pavement surface and placing new asphalt. The bid opening was on February 28. There were two bids ranging from \$399,560 to \$442,378. The engineers estimate was \$425,397. The project was awarded to JR Jurgensen at a total cost of \$399,560. The city reached an agreement with Vectren to pay a portion of this project due to the extensive pavement damage resulting from work they completed last fall on East Drive. Vectren will pay \$38,592 directly to the contractor, and the City will pay \$360,968.

Mr. Stephens asked if the work on East Drive will extend to Shroyer Road.

Mr. Klopsch confirmed yes, and added that the work on East Drive will be from Shroyer Road to Shafor Boulevard.

The city of Oakwood is one of 20 recipients statewide to receive the "Quality Award for Asphalt Pavement" this year in the category of *Local Road or Street*. Oakwood received a similar award four years ago for the 2014 resurfacing of Shafor Boulevard. Mr. Klopsch recognized contractor JR Jurgensen, Street Foreman Dave Shuey and Foreman/Engineering Technician Tom Long for their fine work on this project.

The 2019 Sidewalk, Curb and Driveway Apron Repair Project will take place in the area bounded by Far Hills Avenue, Forrer Boulevard, Shroyer Road, Acorn Drive and Patterson Road. The purpose of the project is to maintain the concrete structures located within the city rights-of-way in good, safe condition. Impacted sections of concrete requiring repairs have been inspected and sections have been marked. The City pays for driveway apron and curb repairs. Residents on corner lots are only responsible for sidewalk replacement along the frontage of their home. Residents affected by the work will receive personal notification regarding their responsibilities. For those who choose to do the repair work themselves, permits are required in advance and all work must be completed and inspected by May 16. The bid opening was on March 19. There were four bids ranging from \$185,785 to \$231,220. The engineers estimate was \$199,400. The project was awarded to Arcon Builders at a total cost of \$185,785.

The 2019 leaf mulch program takes place over the course of five weeks from April 13 to May 11. The mulch is last fall's leaves that were ground up and processed. Mulch deliveries will take place between 8 am and 2 p.m. on the five Saturdays from April 13 to May 11. Oakwood citizens have two options again this year for obtaining the mulch. For those who want mulch delivered, the City offers 3 cubic yards for \$100 and 6 cubic yards for \$150. On the same five Saturdays, Oakwood residents can obtain free mulch from the public works yard at 210 Shafor Boulevard between the hours of 8:00 a.m. and 2:00 p.m., but must haul the mulch themselves and must provide proof of residency. The free mulch is for Oakwood residents only and no commercial vehicles are permitted.

The Yard Debris Removal and Leaf Mulch Program bid opening was on March 15 and there were four bidders. The project was awarded to JB Lawn & Landscaping, Inc. for a three year contract. Based on estimated yard debris and mulch quantities, the following will be spent for each year of service: Year #1: \$34,500; Year #2: \$36,500; and Year #3: \$38,500. 20% – 25% of refuse rates are to cover the cost related to the removal of yard debris.

On the first Saturday of each month between 8 a.m. and 12 noon, Oakwood residents may drop refuse material at the Foell Public Works Center, 210 Shafor Boulevard. In 2018, there were 728 citizens drop off debris, about 60 per month, and 53 dumpsters were filled. For comparison, the 2017 numbers were 547 and 44 respectively.

All Oakwood property owners are entitled to two special pickups per calendar year at no cost. Additional pickups are charged at \$100 each. Special pickups can be scheduled by calling the Public Works Center at 298-0777.

Oakwood collects recyclables using scooters with divided dump beds – one side for regular trash and the other side for recyclables. Plastics, glass, paper, metal cans, and cardboard are to be co-mingled in one or more containers marked as recyclables. All items should be clean and free of food and grease. Co-mingled recyclable products are to be placed loosely in the properly marked container. The items should not be placed in plastic bags. Mr. Klopsch encouraged citizens to continue recycling as much as possible, and reminded residents that recyclables can be co-mingled together in the same container. The city pays \$18.25 less per ton to dispose of co-mingled recyclable materials than for regular landfill trash. When in doubt about whether something is recyclable, the guidance is now to throw the item in the regular trash versus the recycling container.

The City completed an annual update of the Refuse Handbook. The update includes clarification on the specifications for 35 gallon trash cans. These cans must have handles and detachable lids to allow for the public works employees to manually place the trash in a refuse scooter. The scooter is then unloaded into the large trash truck.

The Oakwood Rotary Club collects and disposes hazardous waste every three months. This includes paints, herbicides, pesticides, oils, antifreeze, batteries and other such materials. The remaining 2019 pick-up dates are on April 27, July 27 and October 26. Residents can call 296-5155 to schedule a pick-up. This is an excellent program to remove hazardous waste from Oakwood and to clean up the community.

The annual fire hydrant flushing will begin the week of April 8 and last approximately 4 weeks. The hydrants are flushed annually to test the hydrants functionality and to flush out the piping system. There is additional information on the City's website (www.oakwoodohio.gov), and in the *Oakwood Scene* newsletter.

Oakwood does not typically have many water main breaks, but is prepared to make repairs when needed. Water service lines between the main and the "curb stop" shut-off valve are replaced when there is a water leak present.

The Springhouse Road Water Softening Plant has been in operation since 1992. This plant produces about 50% of the City's water. Over the next few weeks, the filters in the Springhouse Road Water Softening Plant will be reconstructed. This work was planned at this time of year when water usage is down so the water demand can be met through the other plant.

There are two primary water reports available on the City's website. The reports are the Drinking Water Consumer Confidence Report (CCR) and the Water Production Annual Report. The 2018 reports will be available soon on the City's website.

Shroyer Road continues to function properly as designed. The new road design and implementation of the "Road Diet" has slowed down the normal flow of traffic significantly. The average speed decreased between 4 and 10 mph. The 85th percentile speed decreased between 6 and 11 mph. The number of accidents along Shroyer Road in 2018 was 35% less than the three year average between 2014 and 2016. There were approximately 236 citations in 2016 compared to 36 in 2018. The roadway change has been an improvement for the Oakwood community. Mr. Klopsch commented that he would like to publish details of this project because Shroyer Road is a good example of a small scale residential corridor where the "Road Diet" is a success.

A guardrail on Far Hills Avenue north of Patterson Road was recently replaced after being struck by a vehicle. The insurance company for the driver involved in the accident will reimburse the City for this expense.

The pedestrian safety railing along Far Hills Avenue is also periodically struck by vehicles. Typically, the City fixes the railing and is then reimbursed by the driver's insurance company.

A wooden guardrail was installed last summer by the Public Works Department in an area along Oakwood Avenue, north of Thornhill Road.

There are catch basin placards being placed throughout the City to remind citizens that the inlets are direct paths to the storm sewer system, which are direct paths to rivers and streams. The placards were purchased through grant money and were installed by a group from the University of Dayton.

Over the next few months, Vectren will replace underground gas distribution pipes and home service lines in two Oakwood neighborhoods. Vectren is installing new polyethylene pipes in place of old steel and cast iron pipes and is moving indoor gas meters to outside wall locations. This is the continuation of a multi-year Vectren infrastructure replacement project in Oakwood,

and Vectren is about three to four years away from completion of the project. Oakwood residents personally affected by the work will receive detailed information from Vectren. The work in the northern section is bounded by Volusia Avenue, Acacia Drive, E. Schantz Avenue and Oakwood Avenue. The work in the southern section is along the alley east of Far Hills Avenue between Telford Avenue and Hadley Avenue, and in the area bounded by Corona Avenue, Shroyer Road, Hadley Avenue and Far Hills Avenue.

The Schantz Avenue Bridge over South Dixie Highway in Kettering will be replaced over the next 7-8 months. Construction begins in April and should be completed around the end of this year. This is a city of Kettering project.

Mr. Klopsch closed his presentation by recognizing Public Works staff.

Kenneth Perkins is the Refuse Foreman and he oversees the entire refuse operation. Gary Dursch is the City's Water Superintendent. He is licensed by the State of Ohio to operate the public water system. Tom Long is a Foreman and Engineering Technician. Tom oversees the larger construction projects, including asphalt repaving work. David Shuey is the Roadway Foreman. Dave takes care of potholes, pavement cracks, stormwater inlets, manhole adjustments, and basically everything from curb to curb throughout the City. Water and Sewer Line Maintenance Foreman Chris Harold is in charge of the water and sanitary distribution systems. Chris assists residents with water or sewer issues related to the service lines, or when water needs to be shut-off at the street. Secretary Missi Seifert is the glue that holds Public Works together. She is the person who answers the phone and provides assistance when residents call.

Mrs. Hilton asked how many special pickups there were last year.

Mr. Klopsch said that there were several hundred pickups. The exact number is published in the 2018 Annual Report.

CITY MANAGER'S COMMENTS – Mr. Klopsch provided an update on the following items:

The 2018 Annual Report was delivered at the end of March to every property owner and business in Oakwood.

The city of Kettering is planning for the replacement of the Ridgeway Road Bridge. There is an informational open house scheduled for 6 – 7:30 p.m. on Thursday, April 4, 2019 at the Kettering Fairmont High School.

The City has implemented a new and improved service to provide more convenient online bill payment options. Residents can access the mobile-friendly website to receive and view bills electronically, make a payment with credit/debit card or e-check, and to go paperless. There is an "Online Bill Pay" link on the City's website for citizens interested in signing up for this new service.

COUNCIL COMMENTS

Mr. Stephens thanked Ms. Stacel for all of her hard work assisting City Council.

Mayor Duncan reminded everyone that Tax Day is on Monday, April 15. He shared that filing extensions will be provided if requested, but extensions to pay taxes owed are not granted.

The public meeting concluded at 8:33 p.m.



MAYOR

ATTEST:



CLERK OF COUNCIL