

**MINUTES**  
**OAKWOOD CITY COUNCIL WORK SESSION**  
**FEBRUARY 6, 2017**

The Council of the city of Oakwood, Ohio, met in a work session on Monday, February 6, 2017 in the conference room of the Oakwood Municipal Building, 30 Park Avenue. The Mayor of the city, William Duncan, presided. Council members in attendance were Mayor William Duncan, Vice Mayor Steve Byington, Councilmember Rob Stephens, Councilmember Anne Hilton and Councilmember Chris Epley. Staff in attendance were City Manager Norbert Klopsch and City Attorney Rob Jacques.

Mayor Duncan called the meeting to order at 6:30 p.m. and began by reviewing the agenda for the regular session this evening. Thereafter, Mayor Duncan led a discussion on the following agenda items:

- **STATUS REPORTS**
  - 2017 State of the City Address: Mayor Duncan noted that he will present this address at the regular session this evening.
  - Citizen Committee Appointments: Mayor Duncan mentioned that he will ask for a vote to appoint Yusaku Kawai and Nick Endsley to the Budget Review Committee, and John Rasmussen to the Environmental Committee.
  
- **LEGISLATION:** Council discussed the following three legislative items on the agenda at the regular session this evening:
  - An Ordinance to declare Shroyer Road in Oakwood a work zone, Mr. Stephens
  - An Ordinance and public hearing to consider a proposed Zoning Code text amendment to prohibit medical marijuana-related businesses and/or home occupations within all Oakwood zoning districts, Vice Mayor Byington
  - Resolution authorizing labor contracts with PSOs and Lieutenants, Vice Mayor Byington
  
- **STAFF REPORT:** Mr. Klopsch mentioned that Assistant City Manager Jay Weiskircher will deliver a status report at the regular session this evening. Part of that report will include a review of changes in the Far Hills Avenue Business District.
  
- **COUNCIL COMMITTEES**
  - Court Liaison, Mrs. Hilton
    - Court Finances: Mr. Klopsch noted that finance Director Cindy Stafford meets regularly with Judge Peggy Quinn to discuss court finances. Judge Quinn recently mentioned that she intends to raise court costs and fees.
  - Planning & Zoning, Vice Mayor Byington
    - AirBNB Businesses: Mr. Klopsch mentioned that AirBNB, Inc. is now beginning to list on its website some Oakwood properties as available for short term rental. AirBNB is an online marketplace and homestay network that enables people to list short term lodging in residential properties. There are zoning and financial considerations to this new business enterprise. The city of Bellbrook recently adopted legislation that prohibits the AirBNB operations in any of the Bellbrook residential zoning districts. This is accomplished by restricting rentals to no less than 25 days. Mr. Klopsch does not believe that Oakwood will see a large number of properties involved in this AirBNB operation, but staff will monitor it.

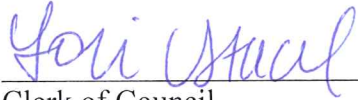
- “Small Cell” Antennas: Mr. Jacques explained that so-called “small cell” wireless antennas are proliferating as an alternative to traditional cell phone towers. These are antennas that can be mounted on a utility pole, often in public rights-of-way where they do not have to lease space like they would for a larger traditional tower. Mr. Jacques shared that according to a number of Ohio law directors who have dealt with these providers, they consider themselves to be public utilities. As such, they are generally willing to comply with right-of-way ordinances but resist being subject to zoning approval. Most of these facilities are mounted on standard utility poles, which should not be a problem in Oakwood’s rights-of-way, but some providers have been using non-standard poles that are up to 90 feet tall. Mr. Jacques recommended that Council consider amending the city’s right-of-way ordinance. His suggestion was a hybrid approach that would allow small cell wireless facilities in the public rights-of-way as long as they are mounted on standard utility poles, but would deem the facility a “tower” subject to zoning approval if it exceeds the height of a standard utility pole. Council asked Mr. Jacques to prepare a draft ordinance for consideration at the March 6 Council meeting.
- Planning & Zoning, Vice Mayor Byington
  - Old River Athletic Facility: Mr. Klopsch reviewed plans for the March 11 events to commemorate the opening of Lane Stadium. For City Council, this will include a morning event at the Stadium and an evening dinner event at the Dayton Country Club. More details are expected soon.
- Safety & Traffic, Mr. Stephens
  - E-911 Charge and PSAPs: This item will be discussed at the next work session.
  - March 6 MVCC and TCSU Briefing: Mr. Klopsch mentioned that the March 6 Council meeting will include a presentation from MVCC and TCSU. It will also include a briefing from Sinclair Community College.
- Community Relations/Promotion/Appointments, Mayor Duncan
  - March 4 New Resident Breakfast: Mr. Klopsch confirmed that the 2017 New Resident Breakfast will take place at 9:30 a.m. on Saturday, March 4.
  - Historical Society Promotional Materials on City Website and Oakwood Scene: Mr. Klopsch explained that representatives from the Oakwood Historical Society recently asked the City to include promotional materials on the City website and in the bi-monthly Oakwood Scene newsletter. The City will honor this request.
- MISCELLANEOUS
  - Employee Retirements: Mr. Klopsch noted that the following four long-time employees will retire over the next three months:
    - PSO Scott Cavin
    - Public Works Secretary Theresa Caldwell
    - Maintenance Worker Doug Honsted
    - Assistant Public Works Director Mike Wenclewicz
  - Recycling and Sustainability: Mr. Klopsch mentioned that several citizens may attend the regular session this evening for a follow up conversation on recycling and sustainability matters. Also, he noted that the City will be conducting a program on composting at the OCC sometime over the next month or two.
  - Far Hills Avenue Business District: Assistant City Manager Jay Weiskircher joined the meeting at 7 p.m. for a discussion on the status of vacant space in the Far Hills Avenue Business District.
  - Vacation: Mr. Klopsch noted that he will be out of town from April 1-5 and that Mr. Weiskircher will serve as acting city manager at the April 3 council meeting.

There being no other business, Mayor Duncan adjourned the work session at 7:20 p.m. at which time Council moved to regular session.



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Mayor

ATTEST:



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Clerk of Council