

**MINUTES  
OAKWOOD CITY COUNCIL WORK SESSION  
MAY 18, 2020**

The Council of the city of Oakwood, Ohio, met in a work session at 5:00 p.m. on Monday, May 18, 2020 in the council chambers of the city of Oakwood, 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 opened the work session at 5 p.m. and made a motion to go to executive session for personnel matters and property matters; second by Mr. Epley. Upon viva voce vote, motion passed.

At 5:55 p.m. Mayor Duncan concluded the executive session and Council moved to work session.

Mayor Duncan then led a discussion on the following agenda items:

**RESPONSE TO COVID-19:** Mr. Klopsch commented on the City's response to the COVID-19 pandemic. City staff has been able to continue providing essential services through the health crisis. Barring any unexpected development, the City will reopen the OCC, Public Works Center, and City/Public Safety Building on Monday, June 1. Mr. Klopsch mentioned that plexiglass barriers will be installed soon at the front desk of each of the public facilities, and also at the entrance to Gardner Pool. These are anticipated to be permanent installations.

**JUNE 1, 2020 COUNCIL MEETING FORMAT:** Mr. Klopsch reported that he plans to conduct the June 1 meeting in the council chamber, and to have the doors open so that this meeting can once again be open to the public. The meeting will have a limited agenda and is expected to be brief. Mrs. Hilton asked if the City could conduct the June 1 meeting via Zoom, as opposed to in-person. Mr. Klopsch responded that it could be done, but he felt the in-person gathering would be appropriate given the continuing reopening of Ohio. With the limited agenda, and no public hearings, it is highly unlikely that many visitors will attend. Chairs will be spread out in the council chamber so that social distancing can be maintained.

• **COUNCIL COMMITTEES**

- Court Liaison, Mrs. Hilton
  - Court Operations under COVID-19 Conditions: Mr. Jacques explained how the Oakwood Municipal Court has operated over the past few weeks. The court staff has done a good job of scheduling court appearances and other court business to comply with social distancing requirements.
- Finance, Vice Mayor Byington
  - 2019 Financial Audits for City Government and Health District: Mr. Klopsch reported that the City will receive a clean financial audit for both city government functions and the health district. This year is the first time the health department has been subject to its own audit, but the audit report will be published as a single document covering the city and the health district.
  - 2020 Budget Cuts: Mr. Klopsch reviewed the proposed 2020 budget cuts which total approximately \$500,000. He will share details about these budget cuts with the citizen Budget Review Committee (BRC). A meeting of the BRC will be planned for some time in July.

- 2021 and 2022 Budgets: Mr. Klopsch commented on staff's work in reviewing proposed capital expenses over the next two years to address anticipated budget shortfalls. He will present details of the proposed deferred capital expenses at the next BRC meeting.
- Planning & Zoning, Vice Mayor Byington
  - Delivery Trucks and Noise Ordinance: Mr. Klopsch noted that the City's noise ordinance does not apply to delivery trucks. There currently exist no restrictions on time periods that delivery trucks may operate throughout the City. Staff is monitoring this, given the increased volume of deliveries. Mr. Klopsch noted that he observed a delivery truck with back-up alarms operating around 7 a.m. on a Sunday morning a few weeks ago.
  - Agricultural Land Uses: Mr. Jacques commented on an e-mail that Council recently received from an Oakwood resident interested in beekeeping. He explained that beekeeping is classified as an agricultural use in the Ohio Revised Code. Oakwood has no property zoned for agricultural use, so beekeeping is prohibited.
- Public Properties, Mr. Epley
  - Gardner Pool: Mr. Klopsch mentioned that staff is working to prepare Gardner Pool for opening on Saturday, June 6. The pool operation will include several measures to address COVID-19. Staff is developing a written protocol outlining these measures. That protocol will be available to Oakwood residents when they purchase a pool membership.
  - Shafor Park Tennis Court: Mr. Klopsch mentioned that Bilbrey Construction has signed the contract addendum confirming that the resurfacing of the tennis court facility will take place in 2021, under warranty.
- Public Utilities/Waterworks/Sewer, Mr. Epley
  - Ridgewood Storm Sewer Improvement: Mr. Klopsch noted that Public Works staff is preparing construction plans for the installation of a storm sewer along a portion of Ridgewood Avenue, south of E. Schantz Avenue. This work is programmed to be bid in a couple months.
  - Water Tower: Mr. Klopsch mentioned that reviewing a proposal from Tank Industry Consultants to conduct a routine analysis of the 1.5 million gallon water tower. This work is expected to take place sometime this summer.
- Safety & Traffic, Mr. Stephens
  - Children Playing in Streets and Alleys: Mr. Klopsch noted that there are an increasing number of children playing in streets and alleys around the community. This is a direct result of the cancellation of school and closing of Ohio associated with COVID-19. Public Safety Officers will begin addressing this over the next few weeks.
  - Kettering Dispatch Center: Mr. Klopsch noted that the city of Kettering is rebuilding their police station, including dispatch center. Several months ago, Kettering asked whether some of the MVCC community police departments may be interested in establishing a combined dispatch center to be housed in Kettering. Mr. Klopsch commented that he and Chief Hill believe that the Oakwood community continues to be best served by operating our own dispatch center.



- Streets & Alleys, Mr. Stephens
  - Far Hills Curb Repair: Mr. Klopsch noted that the Far Hills Curb Repair Project between Patterson Road and Springhouse Road is progressing very well. It should be done in the next week or two.
  - 2020 Roadway and Sidewalk Repairs: Mr. Klopsch mentioned that concrete street repairs will take place soon on Oak Forest Drive, and that the annual Sidewalk, Curb and Driveway Apron Project will soon begin. The annual Asphalt Mill and Overlay Project is expected to take place sometime in June or July.

There being no other business, at 6:35 p.m. Mayor Duncan adjourned the work session.



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Mayor

ATTEST:



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Clerk of Council