

**MINUTES**  
**OAKWOOD CITY COUNCIL WORK SESSION**  
**OCTOBER 5, 2020**

The Council of the city of Oakwood, Ohio, met in a work session on Monday, October 5, 2020 in the second floor training room 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 called the work session 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:** Mr. Stephens confirmed that he will read a statement at the regular session this evening addressing city guidance regarding trick or treating on Halloween night.
- **VISITORS:** Mayor Duncan confirmed that there were no scheduled visitors for the regular session this evening.
- **LEGISLATION:** Council discussed the following legislation scheduled for presentation at the regular session this evening:
  - A Resolution recognizing the establishment of the Oakwood Inclusion Coalition, Mayor Duncan
  - An Ordinance to address the placement of debris on public rights-of-way, Mr. Stephens
  - An Ordinance to address tree and bush trimming on private property, Mr. Stephens
  - An Ordinance to amend 2020 appropriations to repair the storm sewer system, Vice Mayor Byington
  - A Resolution per H.B. 614 to extend reporting and payment deadlines for CARES Act reimbursement funds, Vice Mayor Byington
- **STAFF REPORT:** Mr. Klopsch noted that Engineering and Public Works Director Doug Spitler will give a staff report at the regular session this evening. This is his first staff report to City Council.
- **COUNCIL COMMITTEES**
  - Finance, Vice Mayor Byington
    - **CARES Act Funding:** Mr. Klopsch confirmed that Council had received a spreadsheet showing how the City plans to use CARES Act funding. Staff is ensuring that this CARES Act funding is being used in compliance with all federal and state requirements.
    - **October 20 BRC Meeting:** Mr. Klopsch confirmed that this meeting will take place at the OCC beginning at 5:30 p.m. There is sufficient space in the Great Room to accommodate in-person attendance with appropriate social distancing. That said, the meeting will also be available to attend via Zoom. Mr. Klopsch confirmed that Council had received a copy of the draft agenda.

- Public Properties, Mr. Epley
  - Sugar Camp Gate House: Mr. Jacques commented on the recent sale of the old Sugar Camp gate house. He explained current zoning for that property, and that the new owner will seek approval from the Planning Commission and City Council for a change of use. Based on the proposed new business office use, it appears that the zoning change will likely be recommended for approval.
  - Far Hills & W. Schantz Property: Mr. Klopsch reviewed two conceptual plans for modest landscape improvements on the city-owned property at the northwest corner of Far Hills Avenue and W. Schantz Avenue. Mr. Jacques commented on options regarding creation of a new buildable lot using a portion of the city-owned property. Staff will continue analyzing the property and considering landscape options.
- Public Utilities/Waterworks/Sewer, Mr. Epley
  - Water System Consultant: Mr. Klopsch commented on a Request for Proposal seeking a water system consultant. Submittals are due on Friday, October 16. The City is seeking an engineering firm to act as the City's consultant on all matters related to operation and maintenance of the public water system.
  - Water Plant Superintendent/Water & Sewer Line Foreman: Mr. Klopsch reported that Derek Shell will be promoted from Water Plant Technician to Water Plant Superintendent/Water & Sewer Line Foreman effective Monday, November 16. He will replace Gary Dursch as the operator of record for the Oakwood public water system.
- Safety & Traffic, Mr. Stephens
  - Donation of Speed Sign: Mr. Klopsch mentioned that an Oakwood resident expressed interest in donating a portable speed sign to the Public Safety Department. The cost of the sign is approximately \$3,000. The Safety Department currently owns and operates one portable speed sign, and has determined that a second sign would aid the department in ongoing traffic enforcement operations.
  - Scooters: Mr. Jacques provided a briefing on the various scooters available on the market ranging from very simple play scooters for young children to sophisticated motorized scooters used primarily by adults. Staff is continuing to study this matter to determine how the City can best regulate scooter operations in accordance with state law.
- Streets & Alleys, Mr. Stephens
  - EV Charging Station: Mr. Klopsch confirmed that Oakwood is participating with MVRPC in an Ohio EPA grant application for installation of electric vehicle charging stations throughout the Dayton region. Oakwood has one site included in the application. That site is the city-owned parking lot at Far Hills and Orchard.
- REGIONAL AGENCIES
  - MVCC, Mr. Stephens
    - Springboro Fiber Optic Project: Mr. Klopsch referenced a *Dayton Daily News* article explaining a citywide fiber optic project proposed in Springboro. The city of Springboro currently has only one internet provider and is seeking to encourage additional providers in an effort to encourage competition and improve customer service.

- MVRPC, Vice Mayor Byington
  - Resolution on Equity, Diversity and Inclusion: Mr. Klopsch noted that the MVRPC Board of Directors approved by a unanimous voice vote a resolution addressing equity, diversity and inclusion.
- MISCELLANEOUS
  - Annual Document Shred: Mr. Klopsch commented on the very successful event that was conducted on Saturday, September 26. The City plans to conduct another annual document shred event next fall.

There being no other business, at 7:23 p.m. Mayor Duncan adjourned the work session and Council moved to regular session.



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Mayor

ATTEST:



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Clerk of Council