

CITY OF OAKWOOD  
STATE OF OHIO  
JULY 19, 2021

The Council of the city of Oakwood, State of Ohio, met in a work session at 7:00 p.m. in the second-floor training 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 was available via remote teleconferencing utilizing the Zoom.com platform.

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 BYINGTON.....PRESENT  
MR. ROBERT P. STEPHENS.....PRESENT  
MRS. ANNE S. HILTON.....PRESENT  
MRS. LEIGH TURBEN.....PRESENT

Officers of the City present were the following:

Ms. Carol Collins, Leisure Services Director  
Mr. Robert F. Jacques, City Attorney  
Chief Alan Hill, Public Safety Director  
Mrs. Jennifer Wilder, Personnel and Properties Director  
Mr. Ethan Kroger, Code Enforcement Officer  
Ms. Lori Stacel, Clerk of Council

The following in-person visitors registered:

Mrs. Megan O’Leary, 351 Telford Avenue  
Mrs. Natalie Dunlevey, National Processing Solutions (NPS)  
Mr. Bob Dunlevey, 1317 Raleigh Road

Attending via remote teleconference utilizing the Zoom.com platform were the following visitors:

“Naomi & Maddox”

Mrs. Hilton advised Council she had read the meeting minutes of the June 7, 2021 regular session and work session, and June 21, 2021 work session and executive 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 presented the appointment of Sarena Kelly, David Schoeff and Andrew Norton to the Beautification Committee; Megan O’Leary to the Budget Review Committee; and Tracy Staley to the Property Maintenance Board.

It was moved by Mayor Duncan and seconded by Vice Mayor Byington that the aforementioned appointment be confirmed. Upon a viva voce vote on the question of the motion, same passed unanimously and it was so ordered.

VISITORS

2021 May and June Beautification Award Winners – Mayor Duncan explained that a video will be shown highlighting all the winners and then certificates will be mailed to the winners. The following properties were recognized and shown in the video:

Todd & Theodora Rich, 200 Kramer Road; David Becker, 212 Collingwood Avenue; Mark & Elizabeth Hofeldt, 158 E. Dixon Avenue; Augustine & Abbey Urbas, 406 Greenmount Boulevard; Brad & Molly Eaton, 440 Telford Avenue; Bennie & Melanie Laprade, 352 Claranna Avenue; Andrew Strombeck & Crystal Lake, 250 East Drive; Dorothy Duff, 212 Grandon Road; Alexandra Jackson, 215 Rubicon Road; Sherry Warwar, 222 Northview Road; John & Jacqueline Hutton, 630 Runnymede Road; David & Joanne Cronin, 140 E. Dixon Avenue; Dan & Jennifer Lohmeyer, 331 Spirea Drive; Andrew & Andrea Froehle, 122 Lonsdale Avenue; Tom & Molly Walters, 427 Telford Avenue; Thomas & Laura Alig, 348 Triangle Avenue; James & Debra O'Donnell, 428 Orchard Drive.



## LEGISLATION

Public Hearing. Mayor Duncan asked Vice Mayor Byington to introduce the public hearing for Application 21-1, which requests an amendment to the Sugar Camp/Pointe Oakwood Master Plan relating to building use.

A RESOLUTION  
BY VICE MAYOR BYINGTON NO 1884  
A RESOLUTION TO GRANT APPROVAL OF AN AMENDMENT TO  
THE APPROVED MASTER PLAN FOR THE SUGAR CAMP AND  
POINTE OAKWOOD DEVELOPMENT, AFFECTING THE FORMER  
GATEHOUSE BUILDING (10 SUGAR CAMP CIRCLE).

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

Vice Mayor Byington explained that this resolution would amend the Sugar Camp/Pointe Oakwood Master Plan to change the approved use of the former NCR gatehouse building from “delicatessen” to “professional office/business.”

This development is in the Multi-Use Special Planning (MUSP) zoning district. This is a special zoning district that was created in the waning years of NCR’s ownership of the Sugar Camp property, written to maximize local control over the redevelopment of the site. Regulations for the district are sparse but strict, requiring almost all development to be done via public hearings and special use permit.

The Planning Commission conducted a public hearing on this change of use on June 2, 2021. By a vote of 4-0, the Planning Commission voted to recommend approval of changing the use from “delicatessen” to “professional office/business.” The matter is now before Council on that recommendation, and City Council is now holding a public hearing on the application.

Vice Mayor Byington introduced this as a resolution to approve based on the recommendation of the Planning Commission. However, Council is required to hold a public hearing on this proposal and has not prejudged the matter. At the conclusion of the hearing, City Council may vote to approve the application in its entirety, approve it with conditions, or deny it altogether. If Council decides to approve, as recommended by the Planning Commission, City Council will adopt this resolution as-is. If City Council decides to adopt the recommendation with additional conditions imposed by Council, there is space provided on the document to write them in tonight. In the event that City Council denies the application altogether or otherwise departs from the Planning Commission’s recommendation, the resolution will be withdrawn as written and the Law Director will be asked to prepare legislation consistent with Council’s decision, to be adopted at the next regular meeting in August.

As a formality before opening the public hearing, it was moved by Vice Mayor Byington and seconded by Mr. Stephens that the resolution be presented in a public hearing and voted on after the information is presented and testimony is heard.

Vice Mayor Byington asked Code Enforcement Officer Ethan Kroger to present the staff report.

Mr. Kroger referenced a PowerPoint presentation and provided the following information.

Mr. Kroger reviewed the history of the Sugar Camp Master Plan. The original Sugar Camp Master Plan was approved on April 23, 2007. The Plan has been amended a number of times, sometimes to accommodate market demands and sometimes to shift the location of approved uses within the development. The Gatehouse building has been vacant since before the original master plan approval, and no one has stepped forward with a plan to operate it as a deli, or any other type of food service establishment. Other ideas have been floated over the years, but to date, nothing concrete has been proposed and the master plan has never been amended with respect to the Gatehouse.

He then reviewed the current proposal to change the approved use from “delicatessen” to “professional office space/business.” While this represents a change in the approved use for this building, it is not a new use within the Sugar Camp development, much of which is already approved for professional office space. The applicant has invested significant time and funds in repairing and restoring the current building. The proposed landscaping will be compatible with the surrounding development and exterior finishes will be compatible with the surrounding neighborhood. The applicant is proposing the addition of a 10.5 square foot wall sign that will be bronze in color to complement the current building colors.



Mr. Kroger displayed renderings of the proposed landscaping plan and the proposed signage.

National Processing Solutions is currently located at 400 Sugar Camp Circle, and pending approval, will move to the Gatehouse building. The location change should result in no change to the existing traffic patterns at Sugar Camp. The business will utilize existing parking spaces located behind the Gatehouse; no new parking will be constructed. NPS is not generally open to the public. The Gatehouse building will be a work environment for NPS employees only. There are currently two (2) NPS employees who will work onsite and the applicant has indicated she has no plans for expansion, which minimizes the demand and impact on parking.

Mr. Kroger closed his report by displaying images of the existing Gatehouse.

Mayor Duncan opened the public hearing. There being no public testimony offered, the public hearing was closed.

Mr. Stephens asked how many people are employed by NPS at the Sugar Camp location.

Mrs. Dunlevey, the applicant with National Processing Solutions (NPS), shared that there are currently five employees, but three of them are sales staff who work remotely.

Mr. Stephens said that he likes the proposed signage. He noted the Gatehouse building sits far enough away from the larger buildings at Sugar Camp so overflow parking from those buildings should not be an issue.

There being no further discussion, Vice Mayor Byington called for a vote on the motion, which was that Application 21-1, for an amendment to the Sugar Camp/Pointe Oakwood Master Plan, to wit: special use permit for 10 Sugar Camp Circle, Application 21-1, changing approved use from "delicatessen" to "professional office/business" be approved.

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
MRS. LEIGH TURBEN .....	YEA

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

A RESOLUTION  
BY VICE MAYOR BYINGTON NO 1885  
A RESOLUTION PROVIDING FOR AN ELECTION ON THE  
QUESTION OF A RENEWAL TAX LEVY IN EXCESS OF THE TEN-  
MILL LIMITATION FOR CURRENT EXPENSES AND THE  
GENERAL OPERATION OF THE CITY.

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

Vice Mayor Byington explained that the City has an existing 2.72 mill property tax levy that is due to expire at the end of 2021. The 2.72 mill levy was first approved by Oakwood voters in 1991 and has been renewed every five years since then. At the June council meeting, Council took the first legislative step to put this matter on the ballot for renewal, and this resolution is the second and final step. It is important to note that since this is a *renewal* instead of a new levy, it will maintain the current level of property taxation and will NOT increase property taxes.

Thereupon, it was moved by Vice Mayor Byington and seconded by Mrs. Hilton that the resolution 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
MRS. LEIGH TURBEN .....	YEA

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



AN ORDINANCE  
BY MR. STEPHENS NO 4943  
AN ORDINANCE TO ITEMIZE AND 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 fourth and final legislative step of last year's 2020 Sidewalk, Curb, and Driveway Apron Project. It itemizes sidewalk repair costs that have not already been paid directly by affected homeowners and authorizes these costs to be assessed by the Montgomery County Auditor.

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

Mayor Duncan noted that four yes votes are required in order to waive the second reading of the ordinance.

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
MRS. LEIGH TURBEN .....	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 4944  
AN ORDINANCE TO ACCEPT CERTAIN REAL ESTATE ALONG  
ABERDEEN AND TELFORD AVENUES AS RIGHT-OF-WAY  
DEDICATED TO PUBLIC USE.

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 ordinance to widen the public right-of-way by approximately 15' in the 100 blocks of Aberdeen and Telford Avenues. Along Aberdeen, this will provide room to create angled parking spaces as part of the Wright Library's current renovation project. On the Telford side, no new spaces are being created; the adjustment is being made to reflect existing improvements that were installed decades ago.

Thereupon, it was moved by Mr. Stephens and seconded by Vice Mayor Byington 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 BYINGTON .....	YEA
MR. ROBERT P. STEPHENS.....	YEA
MRS. ANNE HILTON .....	YEA
MRS. LEIGH TURBEN .....	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 Safety Department Presentation: Chief Alan Hill, Public Safety Director, referenced a PowerPoint presentation and updated Council on the following topics: In-car and Body Camera Implementation; Emergency Operations Table Top Exercise; Good Choice Ticket Program; Security Camera Registration; Mental Health Training; and the Citizen Police Academy.

On June 14, the Oakwood Public Safety Department fully implemented in-car camera systems with fully integrated body cameras. Each Public Safety Officer is assigned their own body camera, and each marked patrol vehicle is equipped with a forward and rear facing camera system. This will be a valuable asset to the City.



On April 5, 2021, Oakwood City Council approved and adopted the City's recently revised Emergency Operations Plan (EOP). On June 8, 2021, the City Manager, Department Heads, and key support personnel participated in a mock tabletop exercise focused on the City's response to a disaster using the updated EOP as a response guideline.

This summer, the Oakwood Public Safety Department implemented the "Good Choice Ticket" program. The program is designed to recognize Oakwood's youth for making good choices such as using a crosswalk, wearing a bicycle helmet, or looking both ways before crossing the street. The program has been very well received by the community. This will be a successful program for years to come.

The Oakwood Public Safety Department is asking residents and local businesses to register their security cameras with the department to help provide the department with information that could potentially solve a crime. The security camera registration form is available on the City website at [www.oakwoodohio.gov](http://www.oakwoodohio.gov). Surveillance video has proven to be beneficial in helping to solve crimes.

In 2021, the Oakwood Public Safety Department implemented a series of trainings focusing on mental health in an effort to equip every officer with the necessary skills to safely and effectively do their job. According to the National Institute of Mental Health, statistics show that approximately 20% (51.5 million) of U.S. adults experienced a mental health condition in 2019, and 10% of all law enforcement calls for service involve a person with a mental illness. These trainings include: Talk Saves Lives; Mental Health First Aid; 40-hour Crisis Intervention Training Certification; De-escalation Training; Applied Suicide Intervention Skills Training (ASIST); and Crisis Intervention Companion Training.

The Oakwood Public Safety Department will host its fourth Citizens Police Academy (CPA) in September 2021. The 2021 CPA is a 10-week program that meets for two hours one night per week covering the following topics: Safety Department Introduction / Orientation; Patrol Operations; Traffic Enforcement; Use of Force; Active Shooter Training; Evidence Collection and Processing; and Fire Prevention / Education. The CPA is free of charge and is open to any Oakwood resident or individual working within the city of Oakwood. Chief Hill shared that the September program is already full. The department may look into offering a program early next year.

Mrs. Hilton asked if security cameras have to be registered in order to use the recordings.

Chief Hill answered no, and explained that the registrations help the Public Safety Department identify where cameras may be available.

Mrs. Hilton asked what percentage of Oakwood properties have security cameras.

Chief Hill said that he would not be surprised if 10-15% of the Oakwood residential properties have some form of security cameras or recording devices.

Mr. Stephens asked if the Public Safety Department has been happy with the in-car and body camera technology.

Chief Hill shared that things are going very well and the department is happy with the cameras.

Vice Mayor Byington asked how the cameras are used by the department.

Chief Hill explained that the cameras are used for day-to-day official dispatched or officer-initiated interactions. 100% of the recordings are saved and stored in specific categories.

Mayor Duncan asked about the cost for data storage.

Chief Hill shared that the department is using an onsite server to store the camera recordings. The technology was purchased up front and should not need to be replaced for several years.

Mayor Duncan asked how long the cameras are expected to last.

Chief Hill stated that the average life of the cameras is about seven years. The cameras may still function after seven years, but the technology continues to evolve. Chief Hill also noted that the cameras have an excellent "no fault" warranty in case they are damaged in any way.



AN OAKWOOD MOMENT

Mrs. Turben introduced "An Oakwood Moment." This new monthly meeting segment will provide a snapshot of wonderful things happening in Oakwood.

The first "An Oakwood Moment," and in honor of National Parks and Recreation Month, recognizes three of Oakwood's beautiful gardens. In June, three Oakwood gardens were featured on walking tours: Smith Gardens and Loy Gardens were showcased by the Dayton Garden Club in their 2021 Garden Gems Tour, and Francine's Garden was included in the Oakwood Historical Society's Hidden Manor Tour. Over 800 people visited these gardens in June as part of these tours. Mrs. Turben recognized and thanked Leisure Services Director Carol Collins, Horticulturist Brian Caldwell, and Parks and Boulevard Maintenance staff members Chris North and Daryn Weatherspoon, who take care of and maintain these areas.

CITY MANAGER'S COMMENTS

Mayor Duncan noted that City Manager Norbert Klopsch is on vacation and that Leisure Services Director Carol Collins is here tonight as acting city manager. Ms. Collins thanked both Chief Hill and Mr. Kroger for their presentations to City Council.

COUNCIL COMMENTS

Councilmember Turben commented on recent reports about the abnormal number of birds getting sick in Ohio. The Ohio Department of Natural Resources is advising that all feeders be removed and cleaned until a cause can be identified.

Councilmember Hilton shared that she knows a child that was presented with a Good Choice Ticket for wearing his helmet and using the crosswalk. The child, who wants to be a firefighter when he grows up, was so proud to be recognized.

Mayor Duncan recognized the Stephens Insurance Agency for celebrating their 40<sup>th</sup> anniversary. He then commented on an email that was sent by a citizen on July 4 complimenting Public Safety Officer Payne. The email shared that Officer Payne took the time to stop and interact with children that were participating in a bicycle parade. He talked with the kids and then led the parade around the block with his police car lights on. Officer Payne was a great representative of Oakwood and the Public Safety Department.

The public meeting concluded at 8:30 p.m.




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MAYOR

ATTEST:




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CLERK OF COUNCIL