

CITY OF OAKWOOD  
STATE OF OHIO  
APRIL 4, 2022

The Council of the city of Oakwood, State of Ohio, met in a work session at 6:30 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.

The following members of Council were present:

MR. WILLIAM D. DUNCAN  
MR. STEVEN BYINGTON  
MR. ROBERT P. STEPHENS  
MRS. ANNE S. HILTON  
MRS. LEIGH TURBEN

Officers of the City present were the following:

Mr. Norbert S. Klopsch, City Manager  
Mr. Robert F. Jacques, City Attorney  
Chief Alan Hill, Public Safety Director  
Mr. Douglas Spitler, Engineering and Public Works Director  
Ms. Lori Stacel, Clerk of Council

The following in-person visitors registered:

Libby Nicholson, CARE House  
Terri Jones, CARE House  
Kyle Ramey, Oakwood Schools  
Tim Badenhop, Oakwood Schools  
Joshua Green, Oakwood Inclusion Coalition  
Madeline Iseli, Oakwood Inclusion Coalition  
Judy Cook, Oakwood Inclusion Coalition  
Healy Jackson, Oakwood Inclusion Coalition  
The Biteau Family  
Mayumi Hall, 1800 Southwood Lane  
Thoren Meira, 28 Patterson Road  
Megan Pierce, 9 Dellwood Avenue  
Jacqueline Housel, 1803 Coolidge Drive  
Mr. Brian Barr, *Oakwood Register*

There were no Zoom visitors in attendance.

Mrs. Hilton advised Council she had read the meeting minutes of the March 7, 2022 regular session, work session and executive session, and the March 21 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 Mayor Duncan 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 new appointments of Dr. Gwyn King, Sidney Bieser, Alison Davis, Amy Honaker and Joanie Haverstick to the Property Maintenance Board; and the reappointment of Judy Caruso to the Property Maintenance Board.

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

Proclamation – Mayor Duncan read a proclamation designating April as “National Child Abuse Prevention Month.” He then invited Oakwood resident Terri Jones with CARE House to share information about the work of Care House and the pinwheel project.

Mrs. Jones shared that she and her family have lived in Oakwood for almost forty years. She is attending the council meeting, along with the Director of CARE House Libby Nicolson, to discuss the pinwheel project and to advocate for victims of child abuse and neglect. Mrs. Jones quickly



learned when she worked as an Emergency Room nurse at Dayton Children's Medical Center that the presence of neglect is in all types of neighborhoods. The mission of CARE House is to prevent child abuse and neglect for all of the kids in the community. The first step in preventing child abuse and neglect is having awareness of the problem. Prevention is the second step, starting with education and ending with every child being safe and protected. Each year, starting in April, CARE House plants a Pinwheel garden to help raise awareness. Pinwheels are a reminder of the role we all play in children's lives. CARE House joined the city of Oakwood and other community partners to display pinwheels along Far Hills Avenue, at Oakwood Schools and at Wright Memorial Public Library.

Mrs. Jones thanked Mr. Klopsch and Leisure Services Director Carol Collins for their assistance in raising awareness in Oakwood.

Mayor Duncan mentioned that he had read that incidents of child abuse have increased during the COVID-19 pandemic.

Mrs. Jones agreed and explained that when the schools were closed during the COVID-19 pandemic, opportunities for children to share information of abuse or for teachers to recognize signs of abuse were lost. Also, many children became malnourished because the meals at school were their only source of nutrition.

Mayor Duncan recalled meeting with Oakwood School Superintendent Dr. Kyle Ramey in early 2021 and brainstorming ways to get nourishment to the children that receive subsidized meals in Oakwood.

Mrs. Hilton asked if there is contact information on the signs placed with the pinwheels.

Mrs. Jones said no, and suggested that people visit the CARE House website for additional information, including available resources.

Mrs. Hilton asked if CARE House receives assistance from the Legal Aid Society of Dayton or if they are affiliated with ARTEMIS.

Libby Nicholson, Director of CARE House, explained that CARE House submitted a grant this week to solidify collaboration with ARTEMIS and the Legal Aid Society of Dayton to provide "wrap around" services to families in need. She noted that CARE House works very closely with organizations, even those without the formal collaboration in place.

Mayor Duncan thanked Mrs. Jones and Mrs. Nicholson for sharing information about CARE House.

Proclamation – Mayor Duncan read a proclamation designating the week of April 24 as "Arbor Week."

### VISITORS

Oakwood Inclusion Coalition 2021 Annual Report – Madeline Iseli, interim chair of the Oakwood Inclusion Coalition (OIC,) reported on the organization's activities over the last year. The OIC's first annual report focuses on the following topics: establishing administrative structures; engaging community participation; operating with solid financial standing; achieving community impact; realizing the OIC mission to study, promote and celebrate; and expressing appreciation.

The OIC established itself as an organization by developing working relationships with civic institutions. The OIC Leadership Team elected officers and put some structures into place, including the OIC website, the "Program and Events Committee" and the "Current Issues Committee."

One of the most important tasks of the OIC has been to engage community participation. The OIC has held two public meetings with a total of about 200 participants in attendance; hosted two "Big Read" book discussion events; and participated in a 2022 Martin Luther King, Jr. Walk in Dayton.

The Oakwood Inclusion Coalition obtained a 501(c)(3) non-profit status for the organization in May 2021, and has obtained a fund at The Dayton Foundation. Mrs. Iseli thanked Mr. Dan Turben for his successful fundraising efforts for the OIC. At the end of the 2021 calendar year, the OIC has a balance of \$10,991.53.

The OIC Leadership Team has participated in numerous regional education and training programs on diversity, equity, and inclusion. These programs include: NCCJ Diversity 101; Miami Valley Environmental Justice Academy; Gem City Market Opening; Oakwood Historical Society Holiday



Home Tour; Response to Placement of White Supremacist Stickers; and 2022 Martin Luther King, Jr. Walk in Dayton.

As programs and plans are developed for the upcoming year, the OIC remains committed to non-partisanship, community connections and constructive collaborations.

Mrs. Iseli thanked City Manager Norbert Klopsch, Oakwood School District Superintendent Kyle Ramey, and Wright Memorial Public Library Director Kristi Hale for their guidance through the process of establishing the OIC organization.

Mayor Duncan thanked the OIC for their efforts and Mrs. Iseli for the update.

Girl Scout Gold Award Project – Mayor Duncan invited Oakwood High School senior Azalea Biteau to discuss her Girl Scout Gold Award Project, which is the highest award in Girl Scouts.

Miss Biteau shared that Oakwood has been her home for many years, and she has been involved in community affairs through different clubs and organizations. Since elementary school, she has been in Girl Scout Troop 320149 with a wonderful troop leader, Mrs. Mayumi Hall. Miss Biteau explained that her Gold Award Project focuses on improving the safety of pedestrians and bikers in Oakwood around the Oakwood Sr./Jr. High Schools. The project consisted of painting a pedestrian crossing at the intersection of Spirea Drive and E. Schantz Avenue, and placing additional “no parking” signs and crosswalk signs on E. Schantz Avenue. The signs and the pedestrian crossing paint will allow for a better and safer flow of traffic around the schools.

Mayor Duncan thanked Miss Biteau for her presentation. He asked where she wants to go to college.

Miss Biteau answered that her top choice at the moment is Denison University.

City Council wished Miss Biteau luck with her future endeavors.

Oakwood Jr. High School Principal Tim Badenhop recognized Miss Biteau for her dedication on this project, even throughout the COVID-19 pandemic. He thanked City Council and city staff for supporting Miss Biteau’s project.

Mayor Duncan thanked Principal Badenhop for attending the meeting and sharing his comments.

LEGISLATION

AN ORDINANCE  
BY MR. STEPHENS NO 4954  
AN ORDINANCE 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 2023 street lighting program. It is the ordinance that authorizes the city to proceed with the project. It was introduced with a first reading at the March 7 Council meeting.

Thereupon, it was moved by Mr. Stephens and seconded by Vice Mayor Byington 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  
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 4955

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.

Mr. Stephens explained that this is the third and final step of the 2023 street light 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 Mr. Stephens made no motion.

A RESOLUTION

BY MR. STEPHENS

NO 1893

A RESOLUTION DECLARING THE NECESSITY OF REPAIRING SIDEWALKS AND APPURTENANCES THERETO ON WEST DIXON AVENUE 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 resolution, 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 resolution that is the first step of Oakwood's 2022 Sidewalk, Curb and Driveway Apron Project. This year's program will cover the about half of the city streets west of Far Hills Avenue.

Oakwood is required by law to pass several pieces of legislation in order to carry out this program and assess the sidewalk costs. The first piece is this resolution, which declares the necessity of sidewalk repairs in these parts of the city. The second piece, the "Ordinance to Proceed" for the project will also be introduced. After the project concludes, there will be a third piece of legislation, an ordinance to levy assessments for certain sidewalk costs.

Thereupon, it was moved by Mr. Stephens 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 4956

AN ORDINANCE DETERMINING TO PROCEED WITH THE REPAIRING OF SIDEWALKS AND APPURTENANCES THERETO ON CERTAIN STREETS BETWEEN CERTAIN TERMINI, IN THE CITY OF OAKWOOD, OHIO, AND 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 Oakwood's 2022 Sidewalk, Curb and Driveway Apron Project. This year's program will cover about half of the city streets west of Far Hills Avenue.

This was a first reading of the ordinance, so Mr. Stephens made no motion.



AN ORDINANCE  
 BY VICE MAYOR BYINGTON NO 4957  
 AN ORDINANCE ADOPTING THE 2023 TAX BUDGET FOR THE  
 CITY OF OAKWOOD, OHIO, FOR THE FISCAL YEAR BEGINNING  
 JANUARY 2023.

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 an annual housekeeping ordinance to estimate the city's revenues and expenses for calendar year 2023.

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

AN ORDINANCE  
 BY VICE MAYOR BYINGTON NO 4958  
 TO AMEND ORDINANCE NO. 4519 THAT ADDRESSES THE  
 "SPECIAL PROJECTS FUND," FOR PURPOSES OF INCREASING  
 THE UPPER LIMIT ON THE AMOUNT OF MONEY WHICH MAY BE  
 RETAINED IN THE SPECIAL PROJECTS FUND.

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 adjust the cap on money that can be held in the city's Special Projects Fund. The Special Projects Fund is an accounting fund used to set money aside for larger capital improvement projects planned for the future. Council last increased the cap on this fund in 2002 as a means of ensuring that the size of the fund was appropriate for the types of capital improvement projects for which it was to be used. For the last 20 years, the fund has been capped at \$3 million. With costs continuing to rise and several large capital projects on the horizon, the Finance Director has recommended that the cap be increased to \$5 million. Under existing rules, it takes an affirmative vote of four council members to authorize spending from this fund.

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

STAFF REPORT

Public Works Department Presentation: Mr. Doug Spitler, Engineering and Public Works Director, referenced a PowerPoint presentation and updated Council on various Public Works projects and operations.

Mr. Spitler displayed a map depicting the asphalt street resurfacing project. The work will take place on W. Schantz Avenue, Dell Park Avenue, Beverly Place, Katharine Terrace, Park Road, Little Woods Road, Creager Field parking lot, and also on the alleys in the southeast section of Oakwood at a cost of \$467,290. Mr. Spitler noted that the price of asphalt increased 33% compared to 2021.

The 2022 Sidewalk, Curb and Driveway Apron Repair Project will take place on about half of the west side of the City. The project did not receive any formal sealed bids last week, so city staff is seeking a contractor using the informal competitive bidding process.

The new recycling facility opened at the end of November 2021 and continues to be heavily used. The recycling facility accommodates the 24/7 drop-off of yard debris, co-mingled recyclables, cardboard and seasonal items such as holiday string lights and Styrofoam.

CenterPoint (formerly Vectren) began the gas line replacement project in 2010. The project is scheduled to be completed in 2023. At the end of 2023, all of the underground gas distribution pipes and home service lines in Oakwood will be renewed. Mr. Spitler presented the CenterPoint project maps.

In addition to the asphalt street resurfacing project and the sidewalk, curb and driveway apron project, the Public Works Department will also be working on the following: Annual Pavement Marking; Traffic Signal Conflict Monitor Testing; Asphalt Pavement Rejuvenation; Far Hills Stormwater Inlet Repairs; Far Hills Storm Sewer Reconstruction and Public Works Storage Facility.



There are several large equipment purchases scheduled for this year. Several pieces of equipment were purchased last year, but have not been delivered. The purchases already made or planned include: Refuse Packer Truck: \$275,307; Dump Truck: \$140,819; Pickup Truck - Streets: \$40,740; Sidewalk Tractor: \$20,500; Pavement Roller: \$27,572; Floor Sweeper/Scrubber: \$40,000 (budget); Front End Loader: \$83,955; Refuse Scooters (2 units): \$44,800; Packer Refurbishment: \$60,000 (budget); Pickup Truck – Water: \$32,095; Well #6 Fence Replacement: \$30,000 (budget); Springhouse Overhead Door: \$15,600; Wellhouse Roof Repairs: \$18,000 (budget); Backhoe: \$102,500; and Leaf Vacuum: \$75,000 (budget.)

The Public Works Department provides a broad range of municipal services such as: weekly trash/recyclables collection; yard debris and special pickups; and leaf disposal/leaf mulch. Mulch deliveries will take place on five Saturdays from April 9 to May 7. On the same five Saturdays, residents can obtain free mulch from the Foell Public Works Center at 210 Shafor Boulevard between the hours of 8:00 a.m. and 2:00 p.m. There are also several self-service options available such as: drop-off containers for recycling cardboard, yard debris, and co-mingled materials at a 24/7 Recycling Facility; the Foell Public Works Center at 210 Shafor Boulevard is open from 8 a.m. until 12 noon on the first Saturday of each month for Oakwood citizens to drop off refuse items; refuse dumpsters are available for disposal of a mixture of debris from “do-it-yourself” homeowner projects; and the next Styrofoam recycling event is scheduled for Saturday, April 23.

Mr. Spitler displayed a line graph showing refuse collection trends over the past six years. The line graph showed a substantial increase in collection beginning in March of 2020. This increase follows COVID-19, suggesting that many property owners disposed of more household debris during the pandemic.

Mr. Spitler displayed a line graph showing cardboard collection trends over the past ten years. The line graph showed a consistent increase in cardboard collection each year. Mr. Spitler noted that the information will be useful to identify market-based revenue trends.

The next Oakwood Rotary hazardous waste pick-up event is on Saturday, April 23. Citizens desiring a pick up should call (937) 296-5155 before noon on Friday, April 22 and leave their name and address.

From December 2021 to March 2022, the Public Works Department responded to 13 winter weather events. The department used 639 tons of salt totaling \$35,132 through the winter season.

Mr. Spitler shared several personnel changes that have occurred. Sadly, Erwin Johnson passed away on November 2, 2021. He served the city of Oakwood for 35 years. The Public Works Department welcomed Adam Jones, Water Plant Technician/Repairer on October 4, 2021; Scott Gibbs, General Service Worker – Refuse on February 28, 2022; and Greg Devers, General Service Worker – Refuse on March 7, 2022.

Mayor Duncan thanked Mr. Spitler for the department summary.

#### AN OAKWOOD MOMENT

Mr. Stephens highlighted public facilities for athletics and recreation in Oakwood.

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

Mr. Klopsch thanked Mr. Spitler for the thorough department report. He commended the Public Works Department for all of the good work in providing so many essential public services to the Oakwood community.

The Friends of Smith Gardens "Perennial Sale" will be held on Friday, April 22 and Saturday, April 23 at the Oakwood Community Center, 105 Patterson Road. The hours are from 3:00 p.m. to 8:00 p.m. on Friday and 9:00 a.m. to 3:00 p.m. on Saturday. A complete listing of plants for sale is available on the city website.

Email addresses for Oakwood City Council, city employees and city offices are changed from the @oakwood.oh.us suffix to the @oakwoodohio.gov suffix. This change matches the city website which is found at www.oakwoodohio.gov. While emails sent to the old addresses will continue to be automatically forwarded to the appropriate person or city department, the city recommends that the new address suffix be used moving forward.

The annual fire hydrant flushing began today and will last approximately four 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 website.

The 2021 Annual Report has been delivered to every property owner and business in Oakwood. The report includes detailed information about each of the city departments and the public services provided to the Oakwood community. It is also available on the city website.

COUNCIL COMMENTS

Mrs. Turben shared that in addition to the listing of plants available at this year's perennial sale, Leisure Services Director Carol Collins also created a fact sheet that highlights each plant's sun/shade preference and identifies each plant as deer resistant; attracting hummingbirds, butterflies or song birds; and native plants. The information is available on the city website.

Mrs. Hilton encouraged people to check their voting polling location before the May 3 election now that the City is divided into eight voting precincts.

Mayor Duncan recognized Norman Mayne, chairman and CEO of Dorothy Lane Market, for receiving the "Sidney R. Rabb Award for Statesmanship" by the Food Marketing Institute, one of the highest awards in the grocery industry.

The public meeting concluded at 8:46 p.m.



MAYOR

ATTEST:



CLERK OF COUNCIL