

CITY OF OAKWOOD  
STATE OF OHIO  
MARCH 7, 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 commenting on Russia's war on Ukraine and asked for moment of silence for the people of Ukraine.

He then asked 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  
Mrs. Jennifer Wilder, Personnel and Properties Director  
Ms. Lori Stacel, Clerk of Council

The following in-person visitors registered:

Mr. Brian Barr, *Oakwood Register*

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

Mr. John Hemmert, AES Ohio

Mrs. Hilton advised Council she had read the meeting minutes of the February 7, 2022 regular session and work session, and February 28, 2022 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 following list of reappointments and new appointments to various citizen committees:

The reappointment of Frederick Dudding, Howard Boose, Jim Broz, Sarah Waechter and Susie Elliott to the Budget Review Committee; Dr. Sallie Wilson, D.O. and Dr. Bill Coyne, DDS to the Board of Health; and Ellen Fodge, CPA to the Tax/Water & Sewer/Assembly Appeals Board. The appointment of Jeanne Boozell, Brian Wright, Amanda Koch and Bill McCarty to the Property Maintenance Board; and John Ferneding to the Personnel Appeals 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.

Mayor Duncan explained that there are a few other vacancies on the citizen committees. City Council and City staff are in the process of identifying citizen volunteers for appointment at the April 4 council meeting.

VISITORS – There were no visitors wishing to address Council.

#### LEGISLATION

AN ORDINANCE  
BY VICE MAYOR BYINGTON NO 4951  
AN ORDINANCE TO REPEAL THE OAKWOOD PROPERTY  
MAINTENANCE CODE IN ITS ENTIRETY, WHICH WAS BASED

UPON THE 2003 INTERNATIONAL PROPERTY MAINTENANCE CODE, AND TO ADOPT A NEW OAKWOOD PROPERTY MAINTENANCE CODE BASED UPON THE 2021 INTERNATIONAL PROPERTY MAINTENANCE CODE.

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 the second reading of an ordinance to update Oakwood's property maintenance code. For many years, the local property maintenance code has been based upon a model code known as the 2003 International Property Maintenance Code (IPMC), with a number of adjustments to tailor that model code to Oakwood's needs.

Staff has been working on a code update to transition Oakwood to the latest 2021 version of the IPMC. The new code is intended to streamline the administration of Oakwood's property maintenance code but not to make major substantive changes. Among these administrative changes, the property maintenance districts are being aligned with Oakwood's voting precincts. There are currently 15 citizens serving on the Property Maintenance Board, three from each of the five districts. With the updated code, there will be 24 citizens serving on the Board, three from each of the eight precincts.

Thereupon, it was moved by Vice Mayor Byington and seconded by Mrs. Turben 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 VICE MAYOR BYINGTON NO 4953  
AN ORDINANCE TO PROVIDE BY MUTUAL AGREEMENT FOR  
THE ADJUSTMENT OF THE BOUNDARY LINE BETWEEN THE  
CITIES OF OAKWOOD AND KETTERING, OHIO.

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 approve an adjustment of Oakwood's shared corporate boundary line with the city of Kettering. Although minor, the importance of these changes came to light when Kettering began its project to upgrade the Ridgeway Road Bridge.

The existing corporate boundary follows an irregular path in the vicinity of the bridge. The boundary veers out into West Dorothy Lane on both sides of Ridgeway Road, placing parts of West Dorothy Lane and the bridge in both cities. It also follows an odd L-shaped path at Fairmont Avenue, placing parts of that street in both cities.

This adjustment will address these irregularities by aligning the boundary with the northern edge of West Dorothy Lane, except for a stub that is being created at Ridgeway Road. This is, in effect, a housekeeping measure to ensure that all of West Dorothy Lane, and the entire bridge right-of-way (including its northern approach), are under the jurisdiction of the city of Kettering, and all of Fairmont Avenue will be under the jurisdiction of the city of Oakwood.

This adjustment is being done by mutual agreement with Kettering and requires approval by Oakwood City Council, Kettering City Council, and the Montgomery County Commissioners. Approval by Kettering and the County is anticipated later this month, with the documents to be recorded by the County thereafter.

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

A RESOLUTION

BY MR. STEPHENS NO 1891

A RESOLUTION DECLARING THE NECESSITY OF IMPROVING CERTAIN STREETS BETWEEN CERTAIN TERMINI IN THE CITY OF OAKWOOD, OHIO, BY LIGHTING THE SAME WITH ELECTRICITY.

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 2023 street lighting program.

Oakwood is required by law to pass several pieces of legislation to provide street lighting each year. The first is this resolution, declaring the necessity of street lighting throughout the city. The second piece, the “Ordinance to Proceed” for the project, will be also be introduced but this will be its first reading and we will not vote on that ordinance until our April meeting. The third piece of legislation, an ordinance to levy assessments for certain street light costs, will be introduced as a first reading at the April meeting, followed by a final assessment ordinance to be introduced in July.

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

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

A RESOLUTION

BY MAYOR DUNCAN NO 1892

A RESOLUTION AUTHORIZING AN UPDATED AGREEMENT WITH MONTGOMERY COUNTY OFFICE OF EMERGENCY MANAGEMENT TO PROVIDE EMERGENCY MANAGEMENT SERVICES FOR THE CITY OF OAKWOOD, MONTGOMERY COUNTY, OHIO.

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

Mayor Duncan explained that in 2003, Oakwood entered into a multi-jurisdictional agreement that allows the Montgomery County Office of Emergency Management to provide emergency management services to communities throughout the county. These services are a critical part of the city’s emergency response planning.

The agreement has not been updated since it was implemented 19 years ago. Montgomery County has proposed an updated and revised agreement that is generally similar to the original agreement, but requires renewal every three years. This will offer periodic opportunities to revise and adjust the agreement, ensuring that it continues to meet the emergency management needs of the entire region.

The resolution being introduced will authorize the city’s continued participation in this multi-jurisdictional agreement.

Thereupon, it was moved by Mayor Duncan and seconded by Vice Mayor Byington 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.

STAFF REPORT

Personnel & Properties Report: Mrs. Jennifer Wilder, Personnel & Properties Director, referenced a PowerPoint presentation and updated Council on the following topics: zoning and property maintenance, the pre-sale/rental inspection program, the CenterPoint gas line improvement project, development/construction updates, business updates, personnel updates and an update on the “Town of Oakwood” historical marker.

The Zoning Department exists to protect Oakwood residents. By enforcing the Zoning and Property Maintenance Codes of the city of Oakwood, the City works to protect property values. This is done by reviewing & analyzing land use, zoning proposals and requests, and administering permits for improvements made to properties. The Zoning Department’s number one goal is compliance with the Council-approved Oakwood Zoning Code and Oakwood Property Maintenance Code.

Mrs. Wilder encouraged residents to contact the Zoning Department before taking any steps on property improvement projects. She explained that Mr. Ethan Kroger, the code enforcement officer, will meet residents at their property and walk them through the permitting process so that residents have a clear understanding of the requirements.

The Oakwood Zoning Department issued 347 permits in 2021. This work represents almost \$14 million dollars being reinvested into the community.

The Zoning Department also administers a Pre-sale and Rental Inspection Program. This program was established in 1968 to ensure that properties are code-compliant at the time of sale, or brought into compliance shortly thereafter. This program is especially important to a community like Oakwood with an aging housing stock, further protecting property values by ensuring homes are maintained through the transfer of property. There were 414 pre-sale and rental inspections completed in 2021.

In addition to ongoing property maintenance efforts, the Zoning Department annually conducts a city-wide automobile tour to identify violations of the Oakwood Property Maintenance Code. The annual property maintenance tour was postponed in 2020 due to COVID-19, but returned in 2021. There were 150 property maintenance violation letters sent in 2021. The most common violations were dead or diseased trees and/or chipping and peeling paint. City staff works with property owners who require additional time to correct violations.

Mrs. Wilder shared that the City website has helpful information about tree maintenance and tree trimming conducted by utility companies.

Between April and October this year, CenterPoint will replace underground gas distribution pipes and home service lines in specific areas that are identified in four project areas. In all work areas, CenterPoint is installing new polyethylene pipes in place of old steel and cast iron pipes and is moving indoor gas meters to outside wall locations. This is the continuation of a multi-year

CenterPoint infrastructure replacement project in Oakwood scheduled to be completed in 2023. Oakwood residents personally affected by the work will receive detailed information from CenterPoint. Mrs. Wilder presented the CenterPoint project maps and mentioned that they are available on the City website and on CenterPoint's website.

Point Broadband is a new utility provider that is planning to offer fiber-to-the-home service. Construction permits have been requested in Oakwood, but not yet issued. Point Broadband work will take place in the public right-of-way (including curb lawns) and in utility easements as they install utility cabinets and pedestals, as well as the fiber optic cable. The City will continue to share information about the project as it progresses via the City website, Facebook page, and at public meetings.

Pointe Oakwood construction began in 2009. There is currently one house under construction, and only two lots remain undeveloped.

Since August of 2021, the following businesses have opened their doors in Oakwood: Stance Physical Therapy, 2306 Far Hills Avenue; Maraluna, 2405 Far Hills Avenue; and VIP Smoke Shop, 6 Oakwood Avenue. Shoppe Smitten plans to open a location at 2316 Far Hills Avenue, along with Ordinarie Fare. 2533-2537 Far Hills Avenue has sold and is currently seeking new tenants. Also, in the Routsong Retail Center, a cookie bakery has announced their plans to open soon. Insomnia Cookies has submitted building permits and a Special Use application to the Oakwood Planning Commission for extended business hours.

The Oakwood Historical Society and the City of Oakwood will be unveiling the first historic marker commemorating the 1872 platting of the "Town of Oakwood" on Saturday, May 14 in front of the City Building on Park Avenue.

Mrs. Wilder reviewed staff updates and personnel recruitment. New hires include: Adam Jones, Water Technician; Ross Green, Public Safety Officer; Matt Staley, Public Safety Officer; Emily Kraft, Oakwood Community Center Office Assistant; Scott Gibbs, General Service Worker; and Greg Devers, General Service Worker. The City is currently recruiting in the following areas: Day Camp Counselors, Boulevard and Smith Gardens Maintenance; Public Works Laborers; Pool Concessions and Lifeguards; Public Safety Dispatcher; Part-time Groundskeeper; and Part-time Laborer. Job descriptions, wage information and applications are available on the City's website.

Mrs. Hilton asked if the 347 permits issued in 2021 represented that many properties, or did some properties receive multiple permits.

Mrs. Wilder answered that the projects are typically through a single permit per property.

#### AN OAKWOOD MOMENT

Mrs. Hilton highlighted bicycling in Oakwood.

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

Mr. Klopsch recalled when CenterPoint (Vectren at the time) began the gas line replacement project in 2010. There are a now just two years remaining in the project. At the end of 2023, all of the underground natural gas distribution pipes and home service lines throughout Oakwood will be renewed.

Mr. Klopsch commented on the bicycle tool station that was displayed in the "An Oakwood Moment" presentation. He shared that the tool station was purchased through a grant from the Oakwood Rotary Club.

The annual Sidewalk, Curb and Driveway Apron Project will take place on the west side of the City, including all areas of Oakwood west of Far Hills Avenue. Public Works staff have begun marking the sidewalks and other concrete structures requiring repair, and residents will be notified in April of their responsibilities.

The 2022 Asphalt Pavement Program bid opening was on February 24. There were two bids received. The project will be awarded to Barrett Paving. The work will likely take place between June and August. Property owners in the project area will receive direct notification from the city regarding the repaving schedule.

The Far Hills Storm Sewer Reconstruction project will take place in 2023. The City recently sent letters to 130 property owners in the project areas with information about the upcoming field survey and engineering work.

City staff is working to finalize the 2021 Annual Report. The report will be delivered to every property owner and business in Oakwood at the end of March or at the beginning of April.

The new Recycling Facility continues to be heavily used by the Oakwood community. A light was recently installed at the facility that is open 24 hours a day, seven days a week.

Mayor Duncan commented on the large amount of cardboard being delivered by residents to the cardboard containers at the recycling facility.

COUNCIL COMMENTS

Mrs. Turben thanked MJ and John Gray for hosting Oakwood's first maple sugaring demonstration that was organized by The Oakwood Historical Society. She also recognized Michelle Abernathy for providing an in-home maple sugaring demonstration.

Mayor Duncan shared that Wright State University men's basketball team will be competing for the Horizon League championship game.

The public meeting concluded at 8:07 p.m.

*William D. Duncan*

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MAYOR

ATTEST:

*Yoni Maal*

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CLERK OF COUNCIL