

CITY OF OAKWOOD  
STATE OF OHIO  
MARCH 6, 2023

The Council of the city of Oakwood, State of Ohio, met in a work session and an executive 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 platform.

The Mayor, Mr. William Duncan, attended the meeting via remote teleconference and asked Vice Mayor Byington to chair the meeting. Vice Mayor Byington presided, and the Clerk, Ms. Lori Stacel, recorded.

Vice Mayor Byington asked 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:

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*  
Mr. Tom Morrow, 14 E. Dixon Avenue  
Mr. Brian Parks, 113 E. Peach Orchard Avenue

There were no Zoom visitors in attendance.

Mrs. Hilton advised Council she had read the meeting minutes of the February 6, 2023 regular session, 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 Mrs. Turben 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 – Vice Mayor Byington presented the following list of reappointments and new appointments to various citizen committees:

The reappointment of Cait Botschner (Precinct D) to the Budget Review Committee; Diane Scott to the Board of Health; Jacob Fromholt, Connie Epley and Yury Chorny to the Beautification Committee, and the appointment of Jeanne Boozell (Precinct D) to the Budget Review Committee.

It was moved by Vice Mayor Byington and seconded by Mr. Stephens 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.

VISITORS

Greater Dayton Regional Transit Authority (RTA) Chief Customer and Business Development Officer Brandon Policicchio shared information about RTA services in Oakwood and the Dayton region.

Mr. Policicchio displayed a rendering of the Oakwood-themed bus as part of its Proudly Serving Project. The Oakwood bus is the 13<sup>th</sup> bus added to the “Proudly Serving” fleet. In total, there will be 21 buses highlighting the different communities served by RTA’s traditional fixed-route bus service.

The Greater Dayton RTA celebrated its 50<sup>th</sup> anniversary of providing essential public transportation to the greater Dayton community. They have over 500 employees serving Montgomery County with 18 bus routes and over 2,500 bus stops. RTA also provides alternative



forms of transportation such as paratransit, on-demand and the 5310 Program through “RTA Connect.”

Mr. Policicchio reviewed current bus routes and future changes to the bus routes in Oakwood. He explained that the overall system will be improved reaching, within a ¼ mile of all services, roughly 70% of the Montgomery County population. The redesign will also reach 80% of individuals living in poverty, 85% of job locations, and 100% of major hospitals in Montgomery County. In addition, through a combination of programs, service will continue to be available to 100% of the 65 and older population and individuals with disabilities residing in the county. RTA will continue gathering feedback from communities to increase the quality of services through more frequent, direct and easy to use multi-mobility options.

Mr. Stephens asked if the bus route on Shroyer Road will be changing.

Mr. Policicchio confirmed that the Shroyer Road bus route is not changing through Oakwood.

Mrs. Hilton received clarification from Mr. Policicchio regarding several route-specific questions. She shared an idea that she had about changing “The Flyer” bus route.

Mrs. Hilton asked about the problems near the RTA hub in downtown Dayton.

Mr. Policicchio explained that there have been some issues with RTA busing Dayton Public School students. RTA is partnering with Dayton to address the local issues.

Vice Mayor Byington asked if the redesigned route plans are available online.

Mr. Policicchio shared that the information is available on the RTA website.

City Council thanked Mr. Policicchio for his presentation.

Brian Parks, 113 E. Peach Orchard Avenue, shared pedestrian safety concerns due to the operation of electric scooters on sidewalks. He stated that it is dangerous for people to walk on the sidewalk when there are kids riding electric scooters going about 10-15 mph.

Vice Mayor Byington noted that this is the not the first time this issue has come up. He asked Mr. Stephens to discuss his work with the Oakwood Junior High School to promote the safe use of scooters around the city.

Mr. Stephens shared that he has been working with the Junior High to create a series of short videos focused on the safe use of scooters and bikes.

Mr. Parks suggested that a dedicated bicycle lane be added to Shafor Boulevard.

City Council thanked Mr. Parks for his feedback.

## LEGISLATION

### A RESOLUTION

BY MR. STEPHENS

NO 1905

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 the 2024 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, but this will be its first reading and will not be voted on until the 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 after the project has concluded.

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 4972  
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 2024 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 MR. STEPHENS NO 1906  
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 the 2023 Sidewalk, Curb and Driveway Apron Project. This year’s program area covers all city streets west of Far Hills that were not repaired as part of last year’s program.

Oakwood is required by law to pass three (3) 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. Turben 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 4973  
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 the 2023 Sidewalk, Curb and Driveway Apron Project. Again, this year's program area covers all city streets west of Far Hills that were not repaired as part of last year's program.

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

#### 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, an update on the "First Public Library Building" historical marker, and personnel updates.

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 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 359 permits in 2022 for home improvement projects, including 22 permits for solar panel installations, the most in a single year thus far.

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 360 pre-sale and rental inspections completed in 2022.

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. There were 32 property maintenance violation letters sent in 2022. The most common violations were encroachment and tree trimming. City staff works with property owners who require additional time to correct violations. The city website has helpful information about tree maintenance and tree trimming conducted by utility companies.

Between April and October this year, CenterPoint begins their final year of replacing underground gas distribution pipes and home service lines in Oakwood neighborhoods. 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 end of a 13 year CenterPoint infrastructure replacement project in Oakwood. 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.

Pointe Oakwood construction began in 2009. There are only two pieces of land still available for residential development in Pointe Oakwood. Element Oakwood remains fully occupied.

Since July of 2022, the following businesses have opened their doors in Oakwood: Remedy Studio, 2541 Far Hills Avenue; Wellness Flow, 2310 Far Hills Avenue; Insomnia Cookies, 6 Oakwood Avenue. 2533-2537 Far Hills Avenue has been undergoing exterior and interior renovations.

The Oakwood Historical Society and the City of Oakwood commemorated Oakwood's first public library building with a historical marker in the sidewalk at the front of 45 Park Avenue. The library served patrons until 1939.

Mrs. Wilder reviewed staff updates and personnel recruitment. Retirements include: Chris North, General Service Worker; Vere Mason, General Services Worker; and Glen Evens, Public Safety Officer. New hires include: Melanie Hornung, Deputy Clerk of Court; J.T. Ferguson, Laborer; Todd White, General Service Worker; Cade Wallace, General Service Worker; Mary Crockett, OCC Receptionist; Asher Carr-Chellman, Laborer; Robert Plummer, Dispatcher; Ben



Bishop, General Service Worker; Mitch Detrick, Groundskeeper; Jack Froehlich, General Service Worker; and Josh Deyak, 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 Officer; and Part-time Laborer. Job descriptions, wage information and applications are available on the city's website.

Mrs. Hilton asked about a yellow flag that has been in her yard for a while.

Mr. Klopsch explained that underground utility lines are marked by different colored flags. The Ohio Utilities Protection Service (OUPS) requires that the utility lines be marked after calling 811 prior to any digging. Sometimes the flags are not removed once the work is complete.

CITY MANAGER REPORT – Mr. Klopsch noted that Mrs. Wilder has a unique position overseeing both employees and properties. She continues to do a great job attracting good employees. He shared that Oakwood is a wonderful place to work over the summer and encouraged people to check out the open summer positions.

The City recently sent letters to 130 property owners in the project areas with information about the Far Hills Storm Sewer Project. This is a \$2.2 million dollar project and is one of the largest projects the city has undertaken. Construction is projected to take place in the second, third and maybe fourth quarters of this year.

The annual Sidewalk, Curb and Driveway Apron Project will take place on the west side 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 entire length of Far Hills Avenue in Oakwood will be resurfaced in 2024. There will be a lot of activity along Far Hills Avenue this year to improve portions of the infrastructure prior to being repaved.

Yard debris can either be taken to the Public Works Center or placed in the tree lawn behind the curb. Yard debris should not be placed in the street.

The Gardner Pool Project is on track for the pool to open on Memorial Day weekend.

The Oakwood Income Tax Department has seen an increase in activity with it being tax season. Income Tax Administrator Linda Merker and her staff are available to answer questions, prepare returns, and/or address other matters relating to taxes.

City staff is working to finalize the 2022 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.

#### COUNCIL COMMENTS

Mrs. Hilton shared that Mrs. Wilder's presentation was great. She noted that the city's website continues to be a great tool with a lot of good information.

Mayor Duncan appreciated the opportunity to participate via Zoom. He said that he looks forward to attending the next work session in person.

The public meeting concluded at 8:31 p.m.



MAYOR

ATTEST:



CLERK OF COUNCIL