

CITY OF OAKWOOD
STATE OF OHIO
OCTOBER 5, 2015

The Council of the city of Oakwood, State of Ohio, met in a work session at 6 p.m. in the conference 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 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 BYINGTONPRESENT
MR. ROBERT P. STEPHENS.....PRESENT
MRS. ANNE S. HILTON.....PRESENT
MR. CHRISTOPHER B. EPLEY.....PRESENT

Officers of the city present were the following:

Mr. Norbert S. Klopsch, City Manager
Mr. Robert F. Jacques, City Attorney
Mr. Jay A. Weiskircher, Assistant City Manager
Mrs. Cindy Stafford, Finance Director
Ms. Lori Stacel, Clerk of Council

The following visitors registered:

Stefanie Campbell, 271 Schenck Avenue
Brian Barr, *Oakwood Register*

Mrs. Hilton advised Council she had read the meeting minutes of the September 21, 2015 regular and work sessions. Mrs. Hilton reported that she found the minutes correct and complete. Therefore, it was moved by Mrs. Hilton and seconded by Mr. Epley 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.

STAFF REPORT

Finance Report: Finance Director Cindy Stafford referenced a PowerPoint presentation and updated Council on the following topics: 2014 Financial Audit; 2015 Financials through September 30; and the Water Meter Transmitter Replacement project.

The 2014 financial audit was performed by the Auditor of State (AOS) offices. There were no items noted by the auditors; the City received an unqualified "Clean" opinion. The audit is available on the City's website at www.oakwoodohio.gov. This is the third year in a row that Oakwood received the *Auditor of State Award* for exemplary financial reporting.

In regard to the 2015 financials, Mrs. Stafford referenced a chart for Non-Enterprise Funds, excluding transfers, showing budgeted versus actual for receipts (budgeted: \$12,381,708 versus actual: \$10,520,494); disbursements (budgeted: \$13,241,390 versus actual: \$8,896,294). She then referenced a chart for Enterprise Funds, excluding transfers, showing budgeted versus actual for receipts (budgeted: \$2,747,200 versus actual: \$2,021,422); disbursements (budgeted: \$3,426,390 versus actual: \$2,122,088). She explained that 75% of sewer costs are driven by the county and their timing of billing for wastewater treatment.

The City's website provides information on detailed monthly financial reports, annual budgets and annual financial audits. Mrs. Stafford also shared that she is available to answer any citizen questions as well.

Vice Mayor Byington asked how often she, or anyone else, receives calls from residents with questions regarding finances.

Mrs. Stafford answered that calls are very infrequent.

The Water Meter Transmitter Replacement project is taking place in 2015 and 2016 and is a transition from the Fixed Net System, which is a radio system that reads antenna to antenna, to the Flex Net System, which also allows employees travelling the city to use a handheld drive-by unit to collect water readings. Approximately 3,200 transmitters are being replaced. The cost of the project is \$210,000, which is split 50/50 between the Water and Sewer Enterprise Funds. For the replacement process, Public Works employees knock on residents' doors and if there is no response, a door hanger is left asking the resident to call Public Works. The Public Works or Finance Department follows up with a telephone call or a letter if there is no response from the door hanger.

Mrs. Stafford thanked the Finance Department and the Public Works Department for all of their work with the Water Meter Transmitter Replacement project. She shared that the majority of the Water Meter Transmitter Replacement project work has been done by Theresa Rushlow in the Finance Department and Philippe PrevotEAU in the Public Works Department and gave special kudos to them. She also thanked administrative office staff for all of their help during this busy time.

CITY MANAGER'S COMMENTS – Mr. Klopsch thanked Mrs. Stafford and her staff for all of their excellent work.

Mr. Klopsch reported on the following items.

The city sold 617 street signs this past Saturday at the Public Works Center, which was roughly 55% – 60% of the total inventory. The collection was \$6,170. The remaining street signs will be transferred to the city building and sold for \$10 per sign. It was a great event.

Vice Mayor Byington asked about the total cost of our entire sign replacement project.

Mr. Klopsch said that it was approximately \$30,000.

Mayor Duncan noted that the city was required to spend that money due to a required unfunded Federal mandate.

Mr. Klopsch agreed and also shared that it was due to the new Federal sign retroreflectivity requirement, and sign letter height requirements.

The annual community document shred, coordinated by Assistant City Manager Jay Weiskircher, was also this past Saturday. Mr. Klopsch thanked Mr. Weiskircher for organizing this event and also recognized Assistant Finance Director Alice Young and Joel Blake, Ron Ferrell, and Vere Mason from Public Works for their assistance with both the street sign event and the document shred event.

The Johnny Appleseed Street Tree Project is beginning its 37th year. To date, this program has been responsible for planting nearly 3,000 trees in public rights-of-way. Information is available on the city's website on how to participate. For under \$100, a 2" diameter tree can be planted at the property frontage. Hats off to Leisure Services Director Carol Collins for all of the work put into organizing and running this program.

The annual leaf collection program begins on Monday, October 12 and is scheduled to continue until Friday, December 18. Information is available on the city's website, as well as the Oakwood Scene Newsletter. Every two weeks, leaves will be collected throughout Oakwood. We ask that they be pushed into the street, but if they are placed behind the curb, we will rake them out and pick them up.

Beggar's Night is on Halloween each year. It will be on Saturday, October 31 from 6-8 p.m. There is some good "Halloween Safety" information in the Oakwood Scene that was delivered to every Oakwood property last week. Also, there is some good safety information in the Oakwood Life Magazine.

Martha Graybill passed away last Monday, a couple weeks before her 99th birthday. Martha lived in Oakwood her entire life and was a 40+ year Oakwood employee. She was hired on December 1, 1934 as a water clerk and retired as finance director on March 31, 1975. She was a fabulous woman that served our community with distinction for a very long time.

Mrs. Hilton asked if special pickups are suspended once the leaf season begins.

Mr. Klopsch confirmed that special pickups are suspended during the fall leaf collection season from mid-October through the end of the year.

COUNCIL COMMENTS

Mr. Hilton congratulated Mrs. Stafford for all of her efforts. She shared that she attended the street sign sale over the weekend and purchased a few signs. She said it was a great program and a great idea!

Vice Mayor Byington mentioned that this Sunday, October 11 is the Family Fall Festival event at Shafor Park from 2 – 5 p.m., which is the kick-off to Scarecrow Row. He encouraged everyone to come out and enjoy the fun event. He also wished his wife, Beth, a happy anniversary.

Mayor Duncan shared that he had the honor of representing the city at the National Aviation Heritage Alliance banquet and the National Aviation Writers Summit, which is a group of writers from all across the county that promote publications, and freelance writing on aviation topics. He shared that he met people from Connecticut to Long Beach, California. They were here to see all of the aviation assets that we have in the region. Everyone was impressed with what we have going on at places like Wright Patterson and the Armstrong Air & Space Museum in Wapakoneta, and with people flying Wright B Flyers. We have the history of flight here in Dayton and there was a lot of discussion about the Wright Brothers. There was an induction ceremony and a reception at Hawthorn Hill hosted by former mayor Judy Cook, City Manager Norbert Klopsch and Mayor Duncan. Amanda Wright Lane and Stephen Wright attended and publically acknowledged Judy Cook and Norbert Klopsch for all for their efforts. Mayor Duncan also thanked Mr. Klopsch and Mrs. Cook for their help and efforts with Hawthorn Hill over the years.

The public meeting concluded at 7:50 p.m.



MAYOR

ATTEST:



CLERK OF COUNCIL