

**MINUTES
OAKWOOD CITY COUNCIL WORK SESSION
OCTOBER 6, 2014**

The council of the city of Oakwood, Ohio, met in a work session on Monday, October 6, 2014 in the conference room of the Oakwood Municipal Building, 30 Park Avenue. The Mayor of the city, William Duncan, presided. Council members in attendance were Mayor William Duncan, Vice Mayor Steve Byington, Rob Stephens, Anne Hilton and Chris Epley. Staff in attendance were City Manager Norbert Klopsch and Law Director Rob Jacques.

Mayor Duncan called the pre-council work session to order at 6:30 p.m. and began by reviewing the agenda for the formal council meeting this evening. Thereafter, Mayor Duncan led a discussion on the following additional agenda items:

- **STATUS REPORTS:** There are no status reports planned for the formal meeting this evening.
- **VISITORS**
 - Girl Scouts: Mayor Duncan noted that a small group of Girl Scouts will attend the meeting this evening as a merit badge requirement. He will ask the scouts to step in front of the dais and introduce themselves.
- **LEGISLATION** – Council discussed the following three items of legislation proposed for the formal meeting this evening:
 - Ordinance to enact new Chapter 513, *Smoking on City-Owned Property*.
 - Ordinance to repeal existing Chapters 951, 953, 955, 957, 959, 961, 963, and 967 and to enact new Chapter 951, *Rights-of-Way Administration*.
 - Resolution authorizing new wage rates for Public Works employees.
- **COUNCIL COMMITTEES**
 - **FINANCE**, Vice Mayor Byington
 - 2013 Audit: Mayor Duncan and Mr. Klopsch reported that the city had a clean 2013 audit and that the final report is due soon. Mr. Klopsch commended Finance Director Cindy Stafford, CPA for her outstanding work in managing the finance department and, in particular, in preparing the annual financial report.
 - **PUBLIC UTILITIES/WATERWORKS/SEWER**, Mr. Epley
 - Water Meter AMR System: Mr. Klopsch briefed Council on the city's Automated Meter Reading (AMR) system. Currently, the city operates two parallel and separate AMR systems. The original system was installed in 2004 and is referred to as a Fixed Net system. The second was installed in 2012 and is called a Flex Net system. Currently, about 20% of Oakwood water meters consist of transmitters that operate under the Flex Net system and 80% under the Fixed Net system. Staff is proposing a two-year project (2015-2016) under which the remaining 80% will be transferred to the Flex

Net System. This is necessary because the ten year old Fixed Net system includes components that are obsolete and could not be replaced if they fail. The estimated cost of this project is \$310,000. The cost would be split with 50% assigned to the Water Fund and 50% assigned to the Sewer Fund. Over a two year period, that represents capital expenses of \$77,500 per utility per year. Mr. Klopsch will brief the citizen Budget Review Committee on this important capital project at the October 21 committee meeting.

○ STREETS & TRAFFIC, Mr. Stephens

- Public Service Radio System: Mr. Klopsch noted that staff is continuing work in developing plans to build a VHF radio system to accommodate all non-public safety radio needs for the city. The goal is to have this operational by January 1, 2015. It will allow the city to remove from service approximately 50% of the current radios operating under the county radio system. The cost to operate the VHS system is significantly lower than using the county system. Mr. Klopsch also noted that the 2015 proposed budget includes \$130,000 for a new dispatch console. This will replace an outdated console that is approximately 20 years old and that uses old analog technology.
- Regional Dispatch Center: Mayor Duncan reported that he recently met with County Commissioner Dan Foley and Miamisburg Mayor Dick Church for a discussion about the Regional Dispatch Center (RDC). Mayor Duncan noted that he had asked Mr. Klopsch to update the cost comparison between joining the RDC and continuing to operate the city's own dispatch center. Mr. Klopsch noted that while there would be cost savings in joining the RDC, the impact on services would be significant. Mr. Klopsch also noted that several agencies have left RDC since the inception and no new agencies have joined. There are two primary reasons for this. First, the drop in level of service, and second, the lack of control on future costs.
- Mercury Vapor Street Lights: Mr. Klopsch commented on a proposal from Miami Valley Lighting to change out the 54 remaining Mercury Vapor street lights in Oakwood. This change out would be done at no cost and would involve installation of 54 new High Pressure Sodium (HPS) fixtures. When completed, 100% of Oakwood's street lights will be of the High Pressure Sodium technology. Mr. Klopsch also noted that the monthly full service lighting costs to Miami Valley Lighting for the HPS fixtures is slightly lower than for the Mercury Vapor fixtures.

○ MISCELLANEOUS

- Oakwood Winter Market: Mr. Klopsch mentioned that the organizers for the first-ever Oakwood Winter Market have asked for the city to provide some in-kind support for the December 5-6 event and also requested that the city consider some additional financial support. Mr. Klopsch recommended that the city pay for electric service upgrades on the circuits that currently provide power to the city-owned parking lot along Orchard Drive. The cost

estimate is \$2,045. Given no objection by Council, Mr. Klopsch will proceed with that commitment. Mr. Klopsch also noted that the in-kind support would include providing police presence during the two-day event. Staff believes that this can be done without incurring overtime.

- Athletic Booster Project: Mr. Klopsch mentioned that he was contacted again by a representative of the Oakwood Athletic Booster Association regarding ideas on promoting an artificial turf project for Mack Hummon Stadium and possibly other athletic field improvements. The representative recently met with Oakwood School Superintendent Kyle Ramey to discuss this project. Dr. Ramey asked that the Boosters allow the school board to play a more active role in preliminary planning.
- Holiday Turkey/Ham: Mr. Klopsch stated his interest in again having the city provide to all full-time and permanent part-time employees a DLM gift certificate for a holiday turkey or ham. The total cost would be approximately \$4,500. With no objection stated from Council, Mr. Klopsch will proceed.
- Winter Lighting in Business District: Mr. Klopsch noted that Oakwood resident Linda Weprin has raised approximately \$7,000 in private donations to pay for decorative lighting in the Far Hills Avenue Business District over the upcoming winter season. The projected cost estimate for a lighting plan is approximately \$9,000 so a request for \$2,000 has been proposed to the city. Mr. Klopsch noted that there are sufficient funds in the 2014 Budget. There being no objection from Council, Mr. Klopsch will proceed.

There being no other business, Mayor Duncan adjourned the pre-council work session at 7:24 p.m. at which time Council moved to the formal meeting.



Mayor

ATTEST:



Clerk of Council