

MEETING MINUTES
CITY OF OXFORD
ENVIRONMENTAL COMMISSION

June 5, 2019
7:00 p.m.

Call to Order

Environmental Commission members present at the Wednesday, June 5, 2019 meeting were: Chair, Mr. Wright Gwyn; Vice-Chair, Ms. Madeline Maurer; Planning Commission Representative, Ms. Carla Blackmar; Mr. Jon Ralinovsky, and Mr. Andor Kiss. A quorum was present. City Council Representative, Ms. Chantel Raghu, had previously informed the Commission that she would be unable to attend the June meeting. Also in attendance were Mr. Pete McCarthy, Oxford citizen, and Ms. Suzanne Zazycki, Assistant Director of the Miami University (MU) Institute for the Environment and Sustainability Department (IES).

The minutes from the May 1, 2019 Environmental Commission meeting was unanimously approved as presented.

Public Remarks

Mr. McCarthy was in attendance for the discussion on the proposed Tree Preservation and Protection Ordinance. Mr. McCarthy indicated that he was concerned that the Ordinance as proposed did not offer sufficient exemptions for trees that were removed for City-required infrastructures (roads, sidewalks, utilities, etc.) associated with land development, and that development projects by the City of Oxford itself did not appear to be covered by the ordinance's requirements.

Discussion

A) Status of Municipal Operations Green House Gas Inventory PSP

Ms. Zazycki updated the Commission on the status of the Professional Service Project (PSP) inventorying the greenhouse gas (GHG) emissions associated with the Oxford municipal operations. The PSP had been undertaken during the 2018-2019 MU academic year by a team of IES graduate students, to quantify the carbon footprint of Oxford's municipal operations, with the Environmental Commission as the client. In the course of the PSP (entitled: "Understanding a Local Government Operations GHG Inventory"), the data collection and processing was found to be more complicated, tedious, and time consuming than initially anticipated, and the entire GHG inventory was not completed. However, one of the products produced by the PSP team was an instructional manual on the use of ClearPath Pro, which is a Global Protocol for Community-Scale Emissions compliant GHG inventory software tool. Access to ClearPath is through Oxford's

membership in the Local Governments for Sustainability. Originally, the completion of the GHG inventory for Oxford's operations was to be completed as a Practicum, to be undertaken by one of the initial PSP team members over the upcoming summer and fall academic semester. However, an opportunity for professional development arose for this individual, and they are not available to complete the inventory. Ms. Zazycki proposed that during the 2019-2020 academic year, two IES graduate student PSP teams work on varying aspects of the municipal operation's GHG inventory. One team is to complete the GHG inventory utilizing the ground work established by the previous 2018-2019 PSP, and the second PSP team focused on learning how to manipulate the forecasting modules available with the ClearPath GHG inventory software, and preparing an instructional tutorial for the utilization of the forecasting modules. The thought is to have Oxford collect the necessary data for the GHG inventory during the upcoming summer and early fall, so that it is available for the PSP teams starting in January, 2020.

B) Draft Tree Preservation and Protection Ordinance Status

Mr. Gwyn informed Commissioners that Community Development Director, Mr. Sam Perry, and he had discussed the draft Tree Protection and Preservation Ordinance. Mr. Perry subsequently had provided comments to the most recent version of the draft ordinance that the Environmental Commission had worked on during the May 1, 2019 meeting. Commissioners reviewed Mr. Perry's comments one-by-one, and largely agreed with them. The section pertaining to tree preservation on private property still was a sticking point, with Mr. Perry recommending it be totally removed. Commissioners were hesitant to follow the recommendation, and suggested specifying in the title and text that the properties this section was to address were residential, with the owner as the occupant. Mr. Gwyn is to discuss this section further with Mr. Perry, with the idea that the application for a permit from the Community Development Department be the trigger for the requirements of the tree preservation and protection ordinance to be applicable. Commissioners did expand exemptions of protected tree replacement included in Section 1111.15 (Acceptable Tree Removal Areas) to include protected trees removed for a development's access roads, sidewalks, utility installation, stormwater management structures, and vehicle parking. Commissioners requested Mr. Gwyn discuss whether driveways should also be considered as exempted with Mr. Perry. Mr. Gwyn was also instructed to discuss whether the requirements of the proposed ordinance should be applicable to the City of Oxford projects.

Other Business

Staff updated the Commission regarding the food scraps pilot drop-off program. All of the 100 buckets Oxford had available to the public have been distributed. After eight weeks of food scrap collections, approximately 3,110 pounds of food scraps have been recovered by GoZERO Services (the food scrap courier) and taken for processing into compost. Staff

informed the Commission that Oxford was intending to utilize GoZERO Services for the annual community picnic (scheduled for Thursday, August 29, 2019). The annual community picnic was being organized with the intent of minimizing trash production, and maximizing use of materials that were either compostable with the food scraps or would be recycled.

Adjournment

Commissioners concluded discussions at 9:30 p.m. As the regularly scheduled Commission meeting for July would fall on July 3rd, the Commissioners opted to cancel that meeting due to its proximity to the Independence Day holiday. The next Environmental Commission meeting is tentatively scheduled for 7:00 pm on August 7, 2019, in the Municipal Building's First Floor Conference Room.