

MEETING MINUTES
CITY OF OXFORD
ENVIRONMENTAL COMMISSION

June 3, 2020
7:00 p.m.

This meeting was conducted in accordance with Sub. H.B. 197 and the guidelines set forth by the Ohio Department of Health

Call to Order

Environmental Commission members in attendance for the Wednesday, June 3, 2020 virtual meeting were: Chair, Mr. Jon Ralinovsky; Vice-Chair, Mr. Wright Gwyn; City Council Representative, Ms. Chantel Raghu; Planning Commission Representative, Mr. Jason Bracken; Ms. Maddie Maurer, Mr. Andor Kiss, and Mr. Steven Elliott. A quorum was present. Also present for the virtual meeting were Ms. Jessica Greene, City of Oxford's Assistant to the City Manager, and Ms. Suzi Zazycki, Associate Director of the Miami University (MU) Institute for the Environment and Sustainability Department (IES).

The minutes from the March 4, 2020 monthly Commission meeting was unanimously approved as presented.

Discussion

A) Community Outreach and Education: Ms. Jessica Greene, Oxford's Assistant City Manager

Ms. Greene informed the Commissioners that City Council had created a Climate Action Task Force, and included Mr. Kiss as the Environmental Commission's representative. Mr. Bracken is also on the Task Force. The Task Force is envisioned meeting quarterly, and among other things, is to address Oxford's requirements with its participation in the Global Covenant of Mayors for Climate and Energy. However, due to disruptions associated with the COVID-19 outbreak, no additional actions have been undertaken in association with the Task Force.

B) Summary of IES GHG Inventory PSP

Ms. Zazycki provided a brief summary of the IES graduate students' Professional Service Project (PSP) working on the greenhouse gas (GHG) inventory for the City of Oxford. The PSP team has completed the GHG inventory numbers for Oxford's local government operations (LGO) activities and has a manual presenting options and outlines for how to conduct a community-scale (CS) wide GHG inventory. The IES PSP team has provided their final product earlier to Oxford, which was subsequently distributed to the Environmental Commission. The Commissioners indicated that they thought the PSP team had done a good job on the GHG inventories, particularly in consideration of the COVID-19 outbreak and its associated educational and social disruptions. With Oxford's participation in the Global Covenant of Mayors for Climate and Energy, the CS GHG emissions

inventory (including an updated LGO GHG emissions inventory), stills need to be formally completed. Typically, the LGO GHG emissions are between 2% - 10% of a community's GHG emissions. Ms. Zazycki indicated that IES would be able to have another graduate student team conduct a PSP to undertake the CS GHG inventory during the 2020 – 2021 academic year, assuming no additional, unforeseen disruptions due to the COVID-19 outbreak. Ms. Zazycki requested that the Commission provide a project request and description by early August 2020.

C) City Council and Planning Commission Activities

Ms. Raghu informed the Commission that the City Council had approved the Tree Preservation and Protection legislation. Mr. Wright Gwyn reminded the Commission that the Tree Fund Fee for any required tree that goes unplanted still needs to be determined. The Tree Fund Fee would be included in the annual Fee Schedule that City Council considers in the September – November time frame.

D) Oxford Parking and Transportation Advisory Board

Mr. Ralinovsky informed the Commission that the Parking and Transportation Board had met and discussed the potential Amtrak train station. Presently, a grant request is intended to be submitted next year to cover the expense of the station's development. Along with the City, MU, Oxford Township, and the Talawanda School Board are reportedly in favor and support the development of the station.

Other Business

The potential of having July's Environmental Commission meeting in person at the Area 1 Court House was suggested. The majority of the Commission seemed to believe that the virtual meetings were sufficient for the Commission needs, and provided a larger margin of safety for potentially vulnerable members of the community. Ms. Greene indicated that Oxford was intending to have a member of each Board and Commission be appointed to host virtual meetings. Staff informed the Commission of an upcoming webinar (entitled: "ZOOMing Through Virtual Meetings") presented by the OSU Extension and the Ohio Department of Natural Resources on Tuesday, June 9, 2020. The webinar is intended present information on how to make notes legally compliant for municipal meetings, how to run an online meeting with Roberts Rules of Order procedures, possible ways to make meetings open to the public, and generally how to run an effective virtual meeting. The Commission requested that Staff provide the registration information for the webinar. The registration deadline is Friday, June 5, 2020.

The Environmental Commission expressed its appreciation for Ms. Maurer's time and effort over the past several years. This was Ms. Maurer's last Commission meeting as her family is moving out of state.

Adjournment

Commissioners concluded discussions at 8:05 p.m. The next regularly scheduled monthly Commission meeting is scheduled as an online, virtual meeting starting at 7:00 p.m. on July 1, 2020.