

**MEETING MINUTES**  
**CITY OF OXFORD**  
**ENVIRONMENTAL COMMISSION**

**September 1, 2021**  
**7:00 p.m.**

**Call to Order**

Environmental Commission members in attendance at the Wednesday, September 1, 2021 meeting were: Chair, Mr. Jon Ralinovsky; Vice-Chair and City Council Representative, Ms. Chantel Raghu; Planning Commission Representative, Mr. Jason Bracken, Mr. Steven Elliott, Mr. Justin Fain, and Ms. Heather Barrett. A quorum was present. Also present were Mr. David Gorchov and Mr. Mark Boardman of the City of Oxford's (Oxford's) Climate Action Steering Committee. Ms. Madison Scott, the climate and sustainability intern with Oxford, was also in attendance.

Mr. Fain moved for approval of the minutes from the August 4, 2021 Environmental Commission meeting; Ms. Barrett seconded. The minutes were unanimously approved as presented.

Following the August 4<sup>th</sup> Environmental Commission meeting, Mr. Andor Kiss had informed the Commission that he was resigning from the Commission, effective immediately .

**Discussion:**

A) Presentation by Climate Action Steering Committee

Mr. Gorchov presented a PowerPoint presentation regarding the Climate Action Steering Committee's (Committee's) research into climate change, its potential impact on Oxford, and their recommendations for reductions in Oxford's carbon dioxide equivalent (CO<sub>2</sub>e) emissions for both municipal operations and by the community. The Committee has established four goals to be accomplished in a three year time period:

- Determine the community-scale greenhouse gas emissions;
- Assess Oxford's climate risk and vulnerabilities;
- Establish targets for emissions reduction; and
- Create a climate action plan.

Oxford has completed a community-scale (including those from municipal operations) greenhouse gas inventory, utilizing 2019 as the base year, and the risk assessment and identification of vulnerabilities. The Committee's target CO<sub>2</sub>e reductions were endorsed and approved by Oxford's City Council in May 2021. The target CO<sub>2</sub>e reductions are

aggressive, calling for a 50% reduction in community-wide CO<sub>2</sub>e emissions (relative to the 2019 baseline) by 2030, a 90% reduction by 2035, and carbon neutrality by 2040. The Commission envisions the integration of the climate action plans into the pending revision of Oxford's Comprehensive Plan, and will require dramatic actions by Oxford, and it's Boards and Commissions. Mr. Kiss had been the Environmental Commission's representative to the Committee. With his resignation from the Commission, Ms. Barrett volunteered to assume the Commission's representation to the Committee. Oxford City Council approved of Ms. Barrett's appointment to the Committee during their September 21, 2021 meeting.

B) Oxford Comprehensive Plan Input Project: Public Participation Meeting

The Commission's public participation to help determine its priorities and future actions associated with the revision of Oxford's Comprehensive Plan was discussed. Mr. Ralinovsky stated that Ms. Jessica Greene has offered to assist the Commission in publicity for the meeting. It was concluded that the public participation would be included on the agenda for the monthly Commission meeting on Wednesday, October 6, 2021 meeting of the Commission. Mr. Ralinovsky indicated he would contact the Oxford branch of the LCNB National Bank and reserve the second floor conference room for the Commission's October monthly meeting.

C) Stormwater BMPs/Riparian Buffers for Pending Development: Definitions

The Commission reviewed revisions to the stream setback areas requirements that it has been working on for the last several months. At the Commission's instruction, Staff had incorporated a setback requirement specifically for ephemeral channels (25 feet), given their importance in the life cycle of several local animals. Oxford is located within the Acton Lake Dam – Four Mile Creek sub-watershed, which has an area of approximately 41.5 square miles. The proposed stream setback areas are:

- One hundred (100) feet on either side of all waterways draining an area equal to or greater than twenty (20) square miles;
- Seventy five (75) feet on either side of all waterways draining an area equal to or greater than one-half (0.5) square mile or three hundred twenty (320) acres;
- Fifty (50) feet on either side of all waterways draining an area less than one-half (0.5) square mile or three hundred twenty (320) acres; and
- Ephemeral channels (25 feet).

Additionally, the extent of the one hundred (100) year floodplain (as defined by the Federal Emergency Management Agency) is to be incorporated into the distance of the stream setback; i.e., if the 100-year floodplain extends beyond the specified setback distance, the distance will be increased to encompass the boundary of the 100-year floodplain. The amount of distances involved are based upon the quality category of the wetland, as determined by the OEPA's Ohio Rapid Assessment Method.

The following motion was made to accept the setback requirements, and to request the Planning Commission incorporate the setback requirements into Oxford's Planning and Zoning Codes:

*Motion:*

*The Environmental Commission approves of stream set back requirements, and requests that the Planning Commission and Oxford's Community Development Department incorporate stream setback requirements into the Oxford Codified Ordinances Planning and Zoning Codes.*

The Motion was unanimously approved.

D) "Solarized Oxford" Update

Ms. Raghu informed the Commission that four of seven residential installations of roof-mounted solar panels have been completed. Ms. Raghu indicated that she had received several inquiries about possible participation in future panel installation projects.

**Other Business**

Staff updated the Commission on the monthly emission monitoring event of the landfill's 23 passive gas vents for August. At approximately 210 metric tons (MT) total CO<sub>2</sub>e for the entire landfill, the monthly total value was above the monthly average value of approximately 155 MT since October, 2020. Six of the 23 passive vents contribute approximately 78% to the total CO<sub>2</sub>e emissions to date, with one vent (gas vent #23) contributing almost a third of the total CO<sub>2</sub>e values by itself. Twelve of the 23 gas vents account for approximately 95% of the landfill's total CO<sub>2</sub>e emissions.

Staff provided a summary of the on-going residential food scraps drop-off program. Since the program started in April 2019 and through the end of July, 2021 (125 weeks), approximately 91,850 pounds (45.9 tons) of food scraps have been collected for composting. This is 735 pounds per week, on average, with the program's expense continuing to be \$0.31 per pound. For 2021, a total of 28,200 pounds (14.1 tons) has been collected in 33 weeks, with a weekly average of 855 pounds, and a program's expense of \$0.27 per pound.

**Adjournment**

Commissioners concluded discussions at 8:10 p.m. The next regularly scheduled monthly Environmental Commission meeting is tentatively scheduled for 7:00 p.m. on October 6, 2021, at the LCNB National Bank's second floor Community Room, 30 West Park Place.