

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

**September 2, 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, September 2, 2020 virtual meeting were: Chair, Mr. Jon Ralinovsky; City Council Representative, Ms. Chantel Raghu; Planning Commission Representative, Mr. Jason Bracken; Mr. Andor Kiss, and Mr. Steven Elliott. A quorum was present. Also in attendance were Ms. Suzi Zazycki, Associate Director of the Miami University (MU) Institute for the Environment and Sustainability Department (IES), and MU journalism students Mr. Jason Meggyesy and Ms. Kyla Snodgrass.

Mr. Elliott moved for approval of the minutes from the August 5, 2020 monthly Commission meeting; Mr. Kiss seconded. The minutes were unanimously approved as presented.

**Discussion**

A) Summary of IES Community-Scale GHG Inventory PSP

Ms. Zazycki provided an anticipated timeline for the IES Professional Service Project (PSP) to prepare a community-scale greenhouse gas (GHG) inventory for Oxford during the 2020-2021 academic year. Earlier in the day, four graduate students were assigned to the community-scale GHG inventory PSP. Mr. Ralinovsky and Staff Liaison, Mr. Treleven, are to be the Commission's contacts for the students. As part of a fall semester course, the students will prepare an outline of the background, problem definition, goal and objectives, and study design for the PSP. During the Environmental Commission's October meeting, a draft of this outline will tentatively be presented to the Commission for review and comment. Work on the Oxford community-scale GHG inventory will start in January 2021. The January "J" Term is typically when the students can make good progress on their PSP, as they do not yet have other class loads to compete for their time. The community-scale GHG inventory is required for Oxford's participation in the Global Mayors Covenant for the Climate and Energy.

B) City Council, Planning Commission, Parking and Transportation Advisory Board, and/or Climate Action Task Force Activities

Mr. Bracken informed the Commission that the Climate Action Steering Committee had assigned him the responsibility of researching information pertaining to the emissions from Oxford's closed sanitary landfill, particularly options for methane recovery. Staff updated the Commission regarding the monthly emission monitoring of the closed landfill's 23

passive vents. The Southwest Ohio Air Quality Agency had reviewed Oxford's calculations for determining the carbon dioxide equivalent (CO<sub>2</sub>e) values from the emission monitoring, and indicated that they were sound, with one relic error in a spreadsheet cell formula identified (the daily CO<sub>2</sub>e cells were actually displaying an hour's worth of CO<sub>2</sub>e values). Correction of the error suggests that the landfill's emissions are approximately 10% - 15% of the USEPA's annual estimate of 4,764 metric tons CO<sub>2</sub>e, based upon four monthly monitoring events (May-August). Review of the emission's values by specific passive vents indicates that six of the 23 passive vents emit approximately 85% of the closed landfill's emissions. The Southwest Ohio Air Quality Agency does not conduct on-site monitoring activities. Staff has contacted SCS Engineers regarding hiring them to conduct on-site emissions monitoring of the passive vents, allowing Staff to compare Oxford's monitoring procedures and to also get values for comparison to Oxford's results. SCS Engineers indicated that monitoring a portion or all six vents that appear to be the major contributors to the emission's CO<sub>2</sub>e values would likely present a fiscally sound approach. As of the September 2<sup>nd</sup> Commission meeting, Staff had not been provided a cost estimate for the monitoring event by SCS Engineers. Mr. Bracken requested Staff's attendance at the September 17<sup>th</sup> Climate Action Steering Committee meeting. Mr. Bracken also requested to accompany Staff on an upcoming monthly emissions' monitoring event.

C) Vice-Chair Election

Following the August 2020 Commission meeting, Mr. Wright Gwyn had resigned from the Environmental Commission after 10 years of service. Ms. Raghu volunteered to assume the Vice-Chair position that became vacant upon Mr. Gwyn's resignation. The Commission unanimously approved Ms. Raghu as Vice-Chair. There are now two vacancies on the Environmental Commission. Mr. Ralinovsky asked that Commissioners alert others to the open positions. Mr. Bracken and Ms. Raghu indicated that they both had already spoken to several people about their participation on the Environmental Commission. Mr. Bracken asked Staff for a summary of the Commission's accomplishments during Mr. Gwyn's tenure, and indicated he was thinking of suggesting City Council's formal recognition of Mr. Gwyn's service at an upcoming Council meeting.

**Other Business**

Staff informed the Commission that Rumpke had printed announcement postcards for the distribution of the 65-gallon recycling waste wheeler totes to residential rental trash/recycling accounts in the Mile Square Plus area. Rumpke anticipates the over-sized postcards to be delivered during the week of September 7 – 11, 2020, with the distribution of the recycling totes during mid-September.

Staff provided an update of the residential food scraps drop-off program. Since April 2019, approximately 46,200 pounds (23.1 tons) of food scraps had been recovered and transported for composting. This is a weekly average volume of approximately 625 pounds.

**Adjournment**

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