

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

**November 4, 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, November 4, 2020 virtual meeting were: Chair, Mr. Jon Ralinovsky; Vice-Chair and City Council Representative, Ms. Chantel Raghu; Planning Commission Representative, Mr. Jason Bracken, Mr. Andor Kiss, and Mr. Steven Elliott. A quorum was present. Also present for the virtual meeting was Ms. Suzi Zazycki, Associate Director of the Miami University (MU) Institute for the Environment and Sustainability Department (IES).

Mr. Bracken moved for approval of the minutes from the October 7, 2020 Commission meeting; Mr. Elliott seconded. The minutes were unanimously approved as presented.

**Discussion**

A) IES Community-Scale GHG Inventory PSP Status

Ms. Zazycki provided a summary of activities by the IES graduate student team undertaking the Professional Service Project (PSP) to prepare the community-scale greenhouse gas (GHG) inventory for the City of Oxford (Oxford) during MU's 2020 - 2021 academic year. This inventory is a requirement for Oxford's participation in the Global Covenant of Mayors for Climate and Energy, which Oxford City Council committed to in September 2019. Members of the student team and Ms. Zazycki had a virtual meeting with Mr. Ralinovsky and Mr. Treleven on Wednesday, October 28, 2020 where expectations for the PSP were discussed. The students are presently investigating the basics of GHG inventories, past PSP's that addressed GHG inventories for Oxford, and preparing their proposal for this PSP. Their proposal is to identify the problem(s) and goal(s), and present their methodology to complete the PSP. The PSP proposal is to be provided to the Commission for review during the week of MU's semester final exams, December 7 – 11, 2020.

B) "Solarized Oxford" Feasibility Study

Ms. Raghu informed the Commission that the City of Silverton, Ohio was intending to have an introductory meeting for homeowners considering installation of solar panels on their properties, tentatively in January 2021. Oxford residents are invited to participate. Determination of a property's suitability for solar panels will be completed largely utilizing aerial and street-view images, so it is anticipated that installations could commence shortly

thereafter. The idea is that with multiple communities participating (the City of Deer Park, Ohio is also participating), this will increase the number of properties that wish to have solar panels installed, essentially creating a residential solar aggregate to reduce component prices by scale.

During the October Environmental Commission meeting, Mr. Matt Kolbinsky of PRO Lighting & Solar LLC (PRO Lighting), offered to conduct a feasibility study of Oxford buildings and facilities to identify where lighting improvements could be made (such as LED and/or high efficiency lighting, and motion detectors rather than wall-mounted light switches) to help reduce energy consumption associated with lighting, and to determine options for solar panel installations. Mr. Kolbinsky indicated there would be no cost to the City for this feasibility study. After a brief discussion, the Commissioners concluded that the feasibility study would be an appropriate measure to assist the Oxford in determining potential options for solar-generation of electrical power. Mr. Bracken moved for the following motion to be approved; Mr. Elliott seconded. The motion was unanimously approved.

*Motion:*

*The Environmental Commission recommends that City Council permits PRO Lighting & Solar LLC to conduct a no-cost feasibility study of municipal-operated buildings and facilities to identify potential energy savings associated with lighting, and to evaluate suitable locations for the installation of solar panels for electrical generation.*

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

Mr. Ralinovsky informed the Commission that the Parking and Transportation Advisory Board did not meet in October, but a sub-committee continues to review Oxford's complete streets transportation plan, and is investigating the incorporation of more and/or better connectivity for bicycle lanes and pedestrian access.

Mr. Bracken informed the Commission that at the last Climate Action Steering Committee meeting, the two IES PSP student teams (one investigating the community-scale GHG inventory, and the other investigating climate-change resiliency for the community) were in attendance.

**Other Business**

Staff updated the Commission on the October monthly emission monitoring of the landfill's 23 passive vents. This monitoring event obtained measurements from both the top of vent casings as had been done in the past, and from the recently installed sample ports on the sides of the vent casings. As anticipated, the emission flow values obtained from the sample ports were greater than those from the top-of-casings (the sample ports allowed the monitoring equipment's pressure transducer to experience a greater pressure difference). The measured methane and carbon dioxide concentration's of the emissions as measured at each location were more similar. Estimated total monthly carbon dioxide equivalent (CO<sub>2</sub>e) values from the sample port measurements were approximately 3.5 times greater than those

determined utilizing the top-of-casing values (approximately 174 metric tonnes versus 50 metric tonnes). Both values were below the estimated monthly average of 397 metric tonnes obtained from the USEPA's model for the closed landfill's emissions. No ratio was clearly identified in comparing the measurements from top-of-casing relative to the sample ports. Obtaining the monthly monitoring values from both locations increases the time for the event to almost a full day. However, Staff intends to continue obtaining both measurements in an effort to determine a relative factor for comparing the two CO<sub>2</sub>e values, in an effort to be able to utilize the previous month's data that was obtained utilizing the top-of-casing measurements.

Staff provided a summary of the on-going residential food scraps drop-off program. Through the end of October, approximately 55,150 pounds (27.6 tons) of food scraps have been collected for composting since April 2019. This is approximately 665 pounds per week on average, with the program's expense coming to \$0.34 per pound.

Agenda discussion items for the December Commission meeting were discussed. Mr. Bracken requested that time be set aside for a presentation regarding the Bee City USA program.

### **Adjournment**

Commissioners concluded discussions at 7:40 p.m. The next regularly scheduled monthly Commission meeting is to be an online, virtual meeting starting at 7:00 p.m. on December 2, 2020.