

**Stacel, Lori**

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**From:** Stacel, Lori  
**Sent:** Tuesday, July 13, 2021 8:46 AM  
**To:** Klopsch, Norbert S.  
**Subject:** FW: Gold Award Project

FYI on the email below to Mr. Stephens.

**From:** [REDACTED] R4  
**Sent:** Monday, July 12, 2021 2:12 PM  
**To:** Stephens, Rob (External) <rob@stephensinsuranceagency.com>  
**Cc:** Tim Badenhop <badenhop.tim@oakwoodschoools.org>; Todd Scott <scott.todd@oakwoodschoools.org>; Stephens, Rob <stephens@oakwood.oh.us>  
**Subject:** Re: Gold Award Project

Mr. Stephens,

Wednesday at 1:30pm works for me. Mr. Badenhop will also join us if he can make it.

Thank you.

On Mon, Jul 12, 2021 at 1:19 PM Rob Stephens <[rob@stephensinsuranceagency.com](mailto:rob@stephensinsuranceagency.com)> wrote:

How about 1:30pm here at my office on Wednesday?

**From:** [REDACTED] R4  
**Sent:** Monday, July 12, 2021 12:54 PM  
**To:** Rob Stephens <[rob@stephensinsuranceagency.com](mailto:rob@stephensinsuranceagency.com)>  
**Cc:** Tim Badenhop <[badenhop.tim@oakwoodschoools.org](mailto:badenhop.tim@oakwoodschoools.org)>; Todd Scott <[scott.todd@oakwoodschoools.org](mailto:scott.todd@oakwoodschoools.org)>; [stephens@oakwood.oh.us](mailto:stephens@oakwood.oh.us)  
**Subject:** Re: Gold Award Project

Hi Mr. Stephens,

I am available on Wednesday. What time works for you?

Thank you.

On Mon, Jul 12, 2021 at 9:38 AM Rob Stephens <[rob@stephensinsuranceagency.com](mailto:rob@stephensinsuranceagency.com)> wrote:

[REDACTED] R4

I would be happy to talk with you about this. Do you have anytime this afternoon or Wednesday that you could come to my office (Stephens Insurance Agency) here in Oakwood? We are located at 51 Park Ave.

ROB STEPHENS

*Oakwood City Council*

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**From:** [REDACTED] R4  
**Sent:** Sunday, July 11, 2021 11:45 AM  
**To:** Tim Badenhop <[badenhop.tim@oakwoodschoools.org](mailto:badenhop.tim@oakwoodschoools.org)>  
**Cc:** Todd Scott <[scott.todd@oakwoodschoools.org](mailto:scott.todd@oakwoodschoools.org)>; Rob Stephens <[rob@stephensinsuranceagency.com](mailto:rob@stephensinsuranceagency.com)>; [stephens@oakwood.oh.us](mailto:stephens@oakwood.oh.us)  
**Subject:** Re: Gold Award Project

Hi Mr. Stephens,

I hope you are well. My name is [REDACTED] and [REDACTED] R4 at Oakwood High School. This summer I have been working on my Girl Scouts project. Almost a week ago my project got approved by the Girl Scouts Council and the next step would be presenting it to the Oakwood City Council. My project involves the city as it may affect a couple Oakwood streets, safety, and traffic. I hope we can meet in person or virtually to discuss how I can move forward with this project.

Thank you very much.

Have a great day.

[REDACTED] R4

On Thu, Jul 8, 2021 at 2:25 PM Tim Badenhop <[badenhop.tim@oakwoodschooIs.org](mailto:badenhop.tim@oakwoodschooIs.org)> wrote:

[REDACTED] R4

Congratulations on the approval of your project! Mr. Scott is out of the office this week, so there may be a delay in his ability to respond to you. Without wanting to circumvent any processes he may have planned, I have copied this message to Rob Stephens. Mr. Stephens is the member of Oakwood's City Council who oversees Safety and Traffic as well as Streets and Alleys. He would probably be the best starting point for any projects that may affect these areas.

I'm not sure if you know Mr. Stephens or not, but I'd be happy to meet with you both or serve in whatever role would be most helpful as you get started. Congratulations again!

Mr. Badenhop

On Thu, Jul 8, 2021 at 10:35 AM [REDACTED] wrote:

R4

Hi Mr. Badenhop and Mr. Scott,

I hope you are doing well and have had a good summer break so far.

I wanted to reach out and let you both know that my project was approved by the Girl Scouts Council this week. That means that I can start working on it. Mr. Scott, the previous time we met you mentioned setting up a meeting with the Oakwood Council to get my project approved by them as well. Is this still possible? If so, how would I go about doing that?

Thank you so much and I look forward to hearing from you.

[REDACTED] R4

--  
Tim Badenhop

Principal, Oakwood Junior High

Associate Principal, Oakwood High School

**Stacel, Lori**

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**From:** Wilder, Jennifer  
**Sent:** Tuesday, July 13, 2021 9:19 AM  
**To:** Klopsch, Norbert S.  
**Subject:** Dentist Appts

Norb,

All 3 kids have dental appts today at 4. I will plan to leave at 3:20. Hopefully we are done with the staff meeting by then...

Thanks,  
Jennifer

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**Jennifer S. Wilder, MBA, PHR** | Director of Personnel & Properties  
City of Oakwood | 30 Park Avenue | Oakwood, OH 45419  
P: (937) 298-0411 | F: (937) 297-2940 | [wilder@oakwood.oh.us](mailto:wilder@oakwood.oh.us)  
[www.oakwoodohio.gov](http://www.oakwoodohio.gov)

## Stacel, Lori

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**From:** Jordan, Jeff <JordanJ@mcoho.org>  
**Sent:** Tuesday, July 13, 2021 10:11 AM  
**To:** azimmerlin@clayton.oh.us;Boeder, Steve;Carpenter, Mark;Chris Edds (cedds@farmersville.us);Crusey Jon (jcrusey@vandaliaohio.org);Englewood Manager (Smith, Eric);Harrison TWP Admin (Kris McClintick);Jessie Harsh (betterphbg@aol.com);Joe Parlette (joseph.parlette@daytonohio.gov);Judy Gilleland, Germantown;Kettering Manager (Schwieterman, Mark);Miamisburg Manager (Johnson, Keith);Mike Davis (mdavis@moraineoh.org);New Lebanon Manager (Markus, George);Klopsch, Norbert S.;O'Callaghan, Michael;Quincy Pope (qpope@trotwood.org);Rebecca Ford (bford304@gmail.com);Scott Falkowski (sfalkowski@hhoh.org);Shelley Dickstein (angela.coleman@daytonohio.gov);Sonja Keaton, City of Brookville;Susan Navarre;Union Manager (Applegate, John);Wayne Davis (wdavis@centervilleohio.gov);West Carrollton Manager (Townsend, Brad)  
**Subject:** FY2021 Homeland Security Grant  
**Attachments:** FY2021 SHSP Project Application Template.xlsx

Here is the grant application form for the FY 2021 State Homeland Security Program Grant. If you have a project that you want considered for grant funding, please fill out the initial Project Application Template. Estimated project budgets should be a minimal of \$50,000.00 or more. If you have any questions regarding the application feel free to contact me. The initial application form is due back to MCOEM by July 26, 2021.

Please be prepared to discuss your proposed project at the August 3, 2021 Emergency Management Technical Advisory Committee meeting.

Please find attached the FY2021 SHSP Project Application Template (Excel).

Jeffrey Jordan, Director  
Montgomery County  
Office of Emergency Management  
937-224-8936

# SHSP Project Application Template

## Project Contact Information (For Receiving Agency)

Name	
Agency	
Region	
Telephone	
Email	

## Application Requirements

Who (what team/agency) would primarily use the equipment/service?	
What equipment/service specifically would be purchased?	
How many items are being purchased?	
How will the equipment/service be used?	
Where will the equipment be positioned/stationed and is it deployable?	
Why is the equipment/service needed?	
What is the estimated total cost?	
What priority does this project tie into from the guidance?	
How does this equipment/service support terrorism preparedness?	

Item	FEMA AEL #	Project Budget			Item Total (\$)	Function
		Quantity (#)	Unit Cost			
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**Stacel, Lori**

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**From:** Spitler, Doug  
**Sent:** Tuesday, July 13, 2021 10:39 AM  
**To:** Klopsch, Norbert S.  
**Subject:** RE: Meeting to discuss Chris Kuzma

Will do.

**K. Douglas Spitler, PE**  
City of Oakwood  
210 Shafor Boulevard  
Oakwood, OH 45419

---

**From:** Klopsch, Norbert S.  
**Sent:** Tuesday, July 13, 2021 9:57 AM  
**To:** Spitler, Doug <spitler@oakwood.oh.us>  
**Cc:** Stacel, Lori <stacel@oakwood.oh.us>  
**Subject:** Meeting to discuss Chris Kuzma

Doug,

I would like to meet with you, the four foremen, and Missi at 3 pm on July 26, 27 or 28 to discuss the arrival of Chris Kuzma. Please get with Lori and pick the date.

Thanks, Norb

Norbert S. Klopsch  
Oakwood City Manager  
(937) 298-0600

**Stacel, Lori**

---

**From:** Spitler, Doug  
**Sent:** Tuesday, July 13, 2021 10:57 AM  
**To:** Klopsch, Norbert S.  
**Subject:** RE: Vehicle for Chris Kuzma

Norb,

I've been thinking about this too; our summer worker is driving the older blue pickup and that is probably the vehicle that would be free for Chris. I just checked the garage to see what is there and all of the pick-up trucks were out except for a foreman truck, blue pick-up and the truck that Chris B. drives.

**K. Douglas Spitler, PE**  
City of Oakwood  
210 Shafor Boulevard  
Oakwood, OH 45419

---

**From:** Klopsch, Norbert S.  
**Sent:** Tuesday, July 13, 2021 9:52 AM  
**To:** Spitler, Doug <spitler@oakwood.oh.us>  
**Subject:** Vehicle for Chris Kuzma

Doug,

Do we have a suitable vehicle for Chris's use while on the job? He will only use it here at work, not for commuting or personal use?

Norb

Norbert S. Klopsch  
Oakwood City Manager  
(937) 298-0600

## Stacel, Lori

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**From:** Stacel, Lori  
**Sent:** Tuesday, July 13, 2021 11:16 AM  
**To:** Klopsch, Norbert S.  
**Subject:** FW: Property Maintenance Board

FYI 😊

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**From:** Stacel, Lori  
**Sent:** Tuesday, July 13, 2021 11:16 AM  
**To:** Tracy Staley <tracy@greatstoriesllc.com>  
**Subject:** RE: Property Maintenance Board

That's great to hear, Tracy! You will make a great addition to the board.

**From:** Tracy Staley <tracy@greatstoriesllc.com>  
**Sent:** Tuesday, July 13, 2021 10:50 AM  
**To:** Stacel, Lori <stacel@oakwood.oh.us>  
**Subject:** Re: Property Maintenance Board

I need to get back to the Mayor on that! I am going to message him now. I am going to join.

On Tue, Jul 13, 2021 at 10:08 AM Stacel, Lori <stacel@oakwood.oh.us> wrote:

Hi Tracy,

I was just wondering if you are now on our Property Maintenance Board? I heard that you may be joining. If so, welcome!

Thanks,

Lori

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**Lori Stacel | Secretary to City Manager/Clerk of Council**

City of Oakwood | 30 Park Avenue | Oakwood, Ohio 45419

T: (937) 298-0600

F: (937) 297-2940

[stacel@oakwood.oh.us](mailto:stacel@oakwood.oh.us) | [www.oakwoodohio.gov](http://www.oakwoodohio.gov)



Tracy Staley

Digital Strategist | Great Stories LLC

phone: 937-477-5851

site: [greatstoriesllc.com](http://greatstoriesllc.com)

email: [tracy@greatstoriesllc.com](mailto:tracy@greatstoriesllc.com)

**Stacel, Lori**

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**From:** Bill Duncan <[wduncan@barnesdennig.com](mailto:wduncan@barnesdennig.com)>  
**Sent:** Tuesday, July 13, 2021 11:30 AM  
**To:** Klopsch, Norbert S.  
**Subject:** Fwd: Property Maintenance Board District D

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**From:** Tracy Staley <[tracydstaley@gmail.com](mailto:tracydstaley@gmail.com)>  
**Sent:** Tuesday, July 13, 2021 9:50:19 AM  
**To:** Bill Duncan <[wduncan@barnesdennig.com](mailto:wduncan@barnesdennig.com)>  
**Subject:** Re: Property Maintenance Board District D

MESSAGE RECEIVED FROM EXTERNAL SOURCE! Use Caution when clicking on links or attachments!

Mayor Duncan,

I would be honored to join the property board. Let me know what you need from me.

Thank you,  
Tracy Staley

On Fri, Jun 18, 2021 at 5:55 PM Bill Duncan <[wduncan@barnesdennig.com](mailto:wduncan@barnesdennig.com)> wrote:

Tracy, the other two members of the property maintenance board in your district our Cheryl Young and Polly Petricola.

William D. Duncan, Mayor

City of Oakwood

30 Park Avenue

Oakwood OH 45419

[Duncan@oakwood.oh.us](mailto:Duncan@oakwood.oh.us)

Tracy Staley  
Great Stories Inc.  
(937) 477-5851

**Stacel, Lori**

---

**From:** Bill Duncan <wduncan@barnesdennig.com>  
**Sent:** Tuesday, July 13, 2021 11:57 AM  
**To:** Klopsch, Norbert S.  
**Subject:** Re: July 19 Work Session... 7 pm?

Yes

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**From:** Klopsch, Norbert S. <Klopsch@oakwood.oh.us>  
**Sent:** Tuesday, July 13, 2021 9:59:22 AM  
**To:** Duncan, William <duncan@oakwood.oh.us>  
**Subject:** July 19 Work Session... 7 pm?

**MESSAGE RECEIVED FROM EXTERNAL SOURCE! Use Caution when clicking on links or attachments!**

Bill,

As mentioned at the June work session, I will be away on vacation all of next week... so will miss the council meeting on Monday. Carol will attend in my place.

Other than reviewing the agenda for the regular session, I don't plan to have anything else on the work session agenda... so think we should start at 7 pm, rather than 6:30. Are you okay with this?

Norb

Norbert S. Klopsch  
Oakwood City Manager  
(937) 298-0600

**Stacel, Lori**

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**From:** OCC  
**Sent:** Tuesday, July 13, 2021 12:09 PM  
**Subject:** Skyhawks Multi-Sport Camp and Irish Dance Camp at the OCC

## **SKYHAWKS MULTI-SPORT (SOCCER, FLAG FOOTBALL & BASEBALL) CAMP** (ages 6-12)

**August 2 -6 from 9am – 3pm**

Click link to register: [https://oakwoodoh.myrec.com/info/activities/program\\_details.aspx?ProgramID=29957](https://oakwoodoh.myrec.com/info/activities/program_details.aspx?ProgramID=29957)

Multi-sport camps are designed to introduce young athletes to a number of different sports in one camp. Sport sampling will allow them to learn, have fun and begin to formulate their passion for a particular sport. Designed to motivate children to lead a healthy active lifestyle while giving them the fundamental skill sets needed to succeed and grow in whichever sport they choose. The participant-to-coach ratio is approximately 12:1. All campers will receive a t-shirt and a merit award!

Participants should bring:

Appropriate clothing, shin-guards, lunch and a snack, water bottle, running shoes and sunscreen.

Fees: \$159 (M)\*, \$238 (NM), \$318 (NR)

\*Discounts are applied at checkout

## **IRISH DANCE CAMP** (ages 5 & up)

**August 2 -6 from 9am – 3pm**

Click link to register: [https://oakwoodoh.myrec.com/info/activities/program\\_details.aspx?ProgramID=29959](https://oakwoodoh.myrec.com/info/activities/program_details.aspx?ProgramID=29959)

A fun dance experience for girls and boys age 5 and up. Attendees will learn the basic footwork and fundamentals of Irish dance as well as a fun, traditional group dance. The camp is run by certified, experienced instructors and dancers from the Richens/Timm Academy of Irish Dance. We will wrap up the week with a performance on Friday to showcase our new talent! All attendees will receive a camp shirt at the end of the week.

**DRESS:** Athletic shorts and t-shirt. Any type of flexible shoe, ballet slipper, jazz slipper, or even socks would suffice for footwear. Hair should be pulled up and away from the face.

Fees: \$55 (M)\*, \$83 (NM), \$110 (NR)

\*Discounts are applied at checkout

Lori Stanley  
Secretary  
City of Oakwood  
Department of Leisure Services  
105 Patterson Rd.  
Oakwood, OH 45419



937.298.0775

**Stacel, Lori**

---

**From:** Stafford, Cindy  
**Sent:** Tuesday, July 13, 2021 12:07 PM  
**To:** Klopsch, Norbert S.; Hill, Alan  
**Cc:** Stafford, Cindy  
**Subject:** RE: Armored Vehicle Purchase for Swat Team

I agree. It is not an asset we will set-up in our records.

*Cindy S. Stafford, CPA*

Finance Director  
City of Oakwood  
30 Park Avenue  
Oakwood, Ohio 45419  
(937)298-0402(w)  
(937)297-2940(f)  
[Stafford@oakwood.oh.us](mailto:Stafford@oakwood.oh.us)

---

**From:** Klopsch, Norbert S.  
**Sent:** Thursday, July 8, 2021 1:15 PM  
**To:** Hill, Alan <[hill@oakwood.oh.us](mailto:hill@oakwood.oh.us)>; Stafford, Cindy <[stafford@oakwood.oh.us](mailto:stafford@oakwood.oh.us)>  
**Subject:** RE: Armored Vehicle Purchase for Swat Team

I don't think so since it is not a piece of equipment that Oakwood will own. I am thinking it should go under 101.111.53388 General Equipment and Tools.

Cindy, What do you think?

Norb

Norbert S. Klopsch  
Oakwood City Manager  
(937) 298-0600

---

**From:** Hill, Alan  
**Sent:** Thursday, July 8, 2021 1:11 PM  
**To:** Klopsch, Norbert S. <[Klopsch@oakwood.oh.us](mailto:Klopsch@oakwood.oh.us)>; Stafford, Cindy <[stafford@oakwood.oh.us](mailto:stafford@oakwood.oh.us)>  
**Subject:** RE: Armored Vehicle Purchase for Swat Team

Yes, sir – should this be a PEW under the 308 account?

Alan

---

**From:** Klopsch, Norbert S.  
**Sent:** Thursday, July 8, 2021 12:41 PM  
**To:** Hill, Alan <[hill@oakwood.oh.us](mailto:hill@oakwood.oh.us)>; Stafford, Cindy <[stafford@oakwood.oh.us](mailto:stafford@oakwood.oh.us)>  
**Subject:** FW: Armored Vehicle Purchase for Swat Team

Alan and Cindy,

Below is an email I sent to city council. Please see that we include the \$15,196 in our 2022 budget.

Thanks, Norb

Norbert S. Klopsch  
Oakwood City Manager  
(937) 298-0600

---

**From:** Klopsch, Norbert S.  
**Sent:** Thursday, July 8, 2021 12:27 PM  
**To:** Anne Hilton ([hilton@oakwood.oh.us](mailto:hilton@oakwood.oh.us)) <[hilton@oakwood.oh.us](mailto:hilton@oakwood.oh.us)>; Leigh Turben ([turben@oakwood.oh.us](mailto:turben@oakwood.oh.us)) <[turben@oakwood.oh.us](mailto:turben@oakwood.oh.us)>; William Duncan ([duncan@oakwood.oh.us](mailto:duncan@oakwood.oh.us)) <[duncan@oakwood.oh.us](mailto:duncan@oakwood.oh.us)>; Rob Stephens ([stephens@oakwood.oh.us](mailto:stephens@oakwood.oh.us)) <[stephens@oakwood.oh.us](mailto:stephens@oakwood.oh.us)>; Steve Byington - Oakwood ([byington@oakwood.oh.us](mailto:byington@oakwood.oh.us)) <[byington@oakwood.oh.us](mailto:byington@oakwood.oh.us)>  
**Subject:** Armored Vehicle Purchase for Swat Team

The MVCC Board of Directors will be presented the attached resolution at their July 21 meeting to approve the purchase of the armored vehicle for our Kettering Regional Swat Team. At full strength, the team consists of 26 officers... and we currently have four. Our members are Lieutenant Chuck Balaj, PSO Ryan Rump, PSO Jeremy Smith and PSO Cameron McElroy.

Below is an email from Jay Weiskircher confirming that we will use \$30,000 of existing funds from the TCSU seizure account towards the purchase. This reduces the member city costs. The revised numbers are shown on the attached cost summary. Our \$15,196 will be included in the 2022 budget.

Attached is the PowerPoint presentation that was presented to the MVCC city managers by Lieutenant Balaj at our June 21 meeting.

Please let me know if you have any questions about this pending purchase.

Norb

Norbert S. Klopsch

Oakwood City Manager  
(937) 298-0600

---

**From:** Jay Weiskircher <[jweiskircher@mvcc.net](mailto:jweiskircher@mvcc.net)>  
**Sent:** Wednesday, June 30, 2021 1:11 PM  
**To:** GOV-TECH <[GOV-TECH@mvcc.net](mailto:GOV-TECH@mvcc.net)>  
**Cc:** Sheila Tracy <[stracy@mvcc.net](mailto:stracy@mvcc.net)>  
**Subject:** Adjusted Tactical Vehicle Costs By City

Dear Managers,

I hope everyone is well.

As a follow up to my email after the last GOV TECH meeting we now have a firm price of \$286,291 for an armored rescue vehicle. If we apply the \$30,000 in the seizure account to the purchase the second attachment reflects the adjusted contribution amounts by city.

Please let me know if you have any questions.

Thanks.  
Jay

---

**From:** Jay Weiskircher  
**Sent:** Monday, June 21, 2021 3:05 PM  
**To:** GOV-TECH <[GOV-TECH@mvcc.net](mailto:GOV-TECH@mvcc.net)>  
**Cc:** 'stracy@mvcc.net' <[stracy@mvcc.net](mailto:stracy@mvcc.net)>  
**Subject:** Estimated Tactical Vehicle Costs By City

Dear Managers,

As a follow up to our earlier discussion, please find attached estimated contribution amounts by each city towards the cost of purchasing of a tactical vehicle.

Jay



Jay A. Weiskircher  
Executive Director  
937.424.1660  
[jweiskircher@mvcc.net](mailto:jweiskircher@mvcc.net)

**Stacel, Lori**

---

**From:** OCC  
**Sent:** Tuesday, July 13, 2021 12:15 PM  
**Subject:** Skyhawks Multi-Sport Camp and Irish Dance Camp at the OCC

## **SKYHAWKS MULTI-SPORT (SOCCER, FLAG FOOTBALL & BASEBALL) CAMP** (ages 6-12)

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Appropriate clothing, shin-guards, lunch and a snack, water bottle, running shoes and sunscreen.

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\*Discounts are applied at checkout

Lori Stanley  
Secretary  
City of Oakwood  
Department of Leisure Services  
105 Patterson Rd.  
Oakwood, OH 45419

937.298.0775

**Stacel, Lori**

---

**From:** Anne Hilton <annelhilton@yahoo.com>  
**Sent:** Tuesday, July 13, 2021 12:15 PM  
**To:** Klopsch, Norbert S.; Hilton, Anne; Turben, Leigh; Duncan, William; Stephens, Rob; Byington, Steve  
**Subject:** Re: Property Maintenance Board District D

That is great news! Thanks Mayor Duncan!

Anne

Sent from Yahoo for iPhone

On Tuesday, July 13, 2021, 11:33 AM, Klopsch, Norbert S. <Klopsch@oakwood.oh.us> wrote:

Great news. Thanks Bill.

Norb

Norbert S. Klopsch

Oakwood City Manager

(937) 298-0600

---

**From:** Bill Duncan <wduncan@barnesdennig.com>  
**Sent:** Tuesday, July 13, 2021 11:30 AM  
**To:** Klopsch, Norbert S. <Klopsch@oakwood.oh.us>  
**Subject:** Fwd: Property Maintenance Board District D

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**From:** Tracy Staley <[tracydstaley@gmail.com](mailto:tracydstaley@gmail.com)>  
**Sent:** Tuesday, July 13, 2021 9:50:19 AM  
**To:** Bill Duncan <[wduncan@barnesdennig.com](mailto:wduncan@barnesdennig.com)>  
**Subject:** Re: Property Maintenance Board District D

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Mayor Duncan,

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Thank you,

Tracy Staley

On Fri, Jun 18, 2021 at 5:55 PM Bill Duncan <[wduncan@barnesdennig.com](mailto:wduncan@barnesdennig.com)> wrote:

Tracy, the other two members of the property maintenance board in your district our Cheryl Young and Polly Petricola.

William D. Duncan, Mayor

City of Oakwood

30 Park Avenue

Oakwood OH 45419

[Duncan@oakwood.oh.us](mailto:Duncan@oakwood.oh.us)



--

Tracy Staley  
Great Stories Inc.

(937) 477-5851

## Stacel, Lori

---

**From:** Stafford, Cindy  
**Sent:** Tuesday, July 13, 2021 12:30 PM  
**To:** Jacques, Robert;Klopsch, Norbert S.  
**Cc:** Spitler, Doug;Stafford, Cindy  
**Subject:** RE: Keller contract (210 Shafor retaining wall)

Did the original contract make it back to Tracy?

*Cindy S. Stafford, CPA*

Finance Director  
City of Oakwood  
30 Park Avenue  
Oakwood, Ohio 45419  
(937)298-0402(w)  
(937)297-2940(f)  
[Stafford@oakwood.oh.us](mailto:Stafford@oakwood.oh.us)

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**From:** Jacques, Robert  
**Sent:** Friday, July 9, 2021 1:26 PM  
**To:** Klopsch, Norbert S. <[Klopsch@oakwood.oh.us](mailto:Klopsch@oakwood.oh.us)>  
**Cc:** Spitler, Doug <[spitler@oakwood.oh.us](mailto:spitler@oakwood.oh.us)>; Stafford, Cindy <[stafford@oakwood.oh.us](mailto:stafford@oakwood.oh.us)>  
**Subject:** Keller contract (210 Shafor retaining wall)

Norb, per our conversation, this will confirm that you want us to finalize the contract without waiting for the 1099 and tax release form.

We will put the contract packet through ASAP.

Thanks //Rob

**Robert F. Jacques, Esq. | Law Director**  
City of Oakwood | 30 Park Avenue | Oakwood, Ohio 45419  
T: (937) 298-0600  
F: (937) 297-2940  
[Jacques@oakwood.oh.us](mailto:Jacques@oakwood.oh.us) | [www.oakwoodohio.gov](http://www.oakwoodohio.gov)



**Stacel, Lori**

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**From:** Stacel, Lori  
**Sent:** Tuesday, July 13, 2021 12:36 PM  
**To:** Klopsch, Norbert S.  
**Cc:** Spitler, Doug  
**Subject:** RE: Meeting to discuss Chris Kuzma

Norb,

This meeting has been scheduled for 3 pm on Tuesday, July 27 at 210 Shafor. A meeting notice has been sent to all attendees and the meeting has been added to your calendar.

Thanks,  
Lori

---

**From:** Klopsch, Norbert S.  
**Sent:** Tuesday, July 13, 2021 9:57 AM  
**To:** Spitler, Doug <spitler@oakwood.oh.us>  
**Cc:** Stacel, Lori <stacel@oakwood.oh.us>  
**Subject:** Meeting to discuss Chris Kuzma

Doug,

I would like to meet with you, the four foremen, and Missi at 3 pm on July 26, 27 or 28 to discuss the arrival of Chris Kuzma. Please get with Lori and pick the date.

Thanks, Norb

Norbert S. Klopsch  
Oakwood City Manager  
(937) 298-0600

**Stacel, Lori**

---

**From:** Stacel, Lori  
**Sent:** Tuesday, July 13, 2021 12:39 PM  
**To:** Klopsch, Norbert S.  
**Subject:** July 27 Staff Mtg Rescheduled

Norb,

The July 27 staff meeting has been rescheduled for August 3. This works for everyone, but Jennifer noted that she has to leave at 3 pm that day.

Thanks,  
Lori

---

**Lori Stacel | Secretary to City Manager/Clerk of Council**

City of Oakwood | 30 Park Avenue | Oakwood, Ohio 45419

T: (937) 298-0600

F: (937) 297-2940

[stacel@oakwood.oh.us](mailto:stacel@oakwood.oh.us) | [www.oakwoodohio.gov](http://www.oakwoodohio.gov)

## Stacel, Lori

---

**From:** Jacques, Robert  
**Sent:** Tuesday, July 13, 2021 12:40 PM  
**To:** Stafford, Cindy  
**Cc:** Klopsch, Norbert S.; Spitler, Doug  
**Subject:** Re: Keller contract (210 Shafor retaining wall)

No, we are still waiting for it.

-----  
Rob Jacques

On Jul 13, 2021, at 12:30 PM, Stafford, Cindy <stafford@oakwood.oh.us> wrote:

Did the original contract make it back to Tracy?

*Cindy S. Stafford, CPA*

Finance Director  
City of Oakwood  
30 Park Avenue  
Oakwood, Ohio 45419  
(937)298-0402(w)  
(937)297-2940(f)  
[Stafford@oakwood.oh.us](mailto:Stafford@oakwood.oh.us)

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**Stacel, Lori**

---

**From:** Stafford, Cindy  
**Sent:** Tuesday, July 13, 2021 12:57 PM  
**To:** Jacques, Robert  
**Cc:** Klopsch, Norbert S.;Spitler, Doug;Stafford, Cindy  
**Subject:** RE: Keller contract (210 Shafor retaining wall)

Who has it?

*Cindy S. Stafford, CPA*

Finance Director  
City of Oakwood  
30 Park Avenue  
Oakwood, Ohio 45419  
(937)298-0402(w)  
(937)297-2940(f)  
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**Stacel, Lori**

---

**From:** Stafford, Cindy  
**Sent:** Tuesday, July 13, 2021 1:06 PM  
**To:** Jacques, Robert;Klopsch, Norbert S.  
**Cc:** Stafford, Cindy  
**Subject:** ARP Act  
**Attachments:** Assurances of Compliance with Civil Rights Requirements.pdf; Awards & Terms.pdf

Rob:

To request our funds, I need the attached signed. Please review as soon as possible as Norb will be out of town next week.

Thanks,

Cindy

*Cindy S. Stafford, CPA*

Finance Director  
City of Oakwood  
30 Park Avenue  
Oakwood, Ohio 45419  
(937)298-0402(w)  
(937)297-2940(f)  
[Stafford@oakwood.oh.us](mailto:Stafford@oakwood.oh.us)

## ASSURANCES OF COMPLIANCE WITH CIVIL RIGHTS REQUIREMENTS

### ASSURANCES OF COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

As a condition of receipt of federal financial assistance from the Department of the Treasury, the recipient named below (hereinafter referred to as the "Recipient") provides the assurances stated herein. The federal financial assistance may include federal grants, loans and contracts to provide assistance to the Recipient's beneficiaries, the use or rent of Federal land or property at below market value, Federal training, a loan of Federal personnel, subsidies, and other arrangements with the intention of providing assistance. Federal financial assistance does not encompass contracts of guarantee or insurance, regulated programs, licenses, procurement contracts by the Federal government at market value, or programs that provide direct benefits.

The assurances apply to all federal financial assistance from or funds made available through the Department of the Treasury, including any assistance that the Recipient may request in the future.

The Civil Rights Restoration Act of 1987 provides that the provisions of the assurances apply to all of the operations of the Recipient's program(s) and activity(ies), so long as any portion of the Recipient's program(s) or activity(ies) is federally assisted in the manner prescribed above.

1. Recipient ensures its current and future compliance with Title VI of the Civil Rights Act of 1964, as amended, which prohibits exclusion from participation, denial of the benefits of, or subjection to discrimination under programs and activities receiving federal financial assistance, of any person in the United States on the ground of race, color, or national origin (42 U.S.C. § 2000d *et seq.*), as implemented by the Department of the Treasury Title VI regulations at 31 CFR Part 22 and other pertinent executive orders such as Executive Order 13166, directives, circulars, policies, memoranda, and/or guidance documents.
2. Recipient acknowledges that Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency," seeks to improve access to federally assisted programs and activities for individuals who, because of national origin, have Limited English proficiency (LEP). Recipient understands that denying a person access to its programs, services, and activities because of LEP is a form of national origin discrimination prohibited under Title VI of the Civil Rights Act of 1964 and the Department of the Treasury's implementing regulations. Accordingly, Recipient shall initiate reasonable steps, or comply with the Department of the Treasury's directives, to ensure that LEP persons have meaningful access to its programs, services, and activities. Recipient understands and agrees that meaningful access may entail providing language assistance services, including oral interpretation and written translation where necessary, to ensure effective communication in the Recipient's programs, services, and activities.
3. Recipient agrees to consider the need for language services for LEP persons when Recipient develops applicable budgets and conducts programs, services, and activities. As a resource, the Department of the Treasury has published its LEP guidance at 70 FR 6067. For more information on taking reasonable steps to provide meaningful access for LEP persons, please visit <http://www.lep.gov>.

4. Recipient acknowledges and agrees that compliance with the assurances constitutes a condition of continued receipt of federal financial assistance and is binding upon Recipient and Recipient's successors, transferees, and assignees for the period in which such assistance is provided.
5. Recipient acknowledges and agrees that it must require any sub-grantees, contractors, subcontractors, successors, transferees, and assignees to comply with assurances 1-4 above, and agrees to incorporate the following language in every contract or agreement subject to Title VI and its regulations between the Recipient and the Recipient's sub-grantees, contractors, subcontractors, successors, transferees, and assignees:

*The sub-grantee, contractor, subcontractor, successor, transferee, and assignee shall comply with Title VI of the Civil Rights Act of 1964, which prohibits recipients of federal financial assistance from excluding from a program or activity, denying benefits of, or otherwise discriminating against a person on the basis of race, color, or national origin (42 U.S.C. § 2000d et seq.), as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, which are herein incorporated by reference and made a part of this contract (or agreement). Title VI also includes protection to persons with "Limited English Proficiency" in any program or activity receiving federal financial assistance, 42 U.S.C. § 2000d et seq., as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, and herein incorporated by reference and made a part of this contract or agreement.*

6. Recipient understands and agrees that if any real property or structure is provided or improved with the aid of federal financial assistance by the Department of the Treasury, this assurance obligates the Recipient, or in the case of a subsequent transfer, the transferee, for the period during which the real property or structure is used for a purpose for which the federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is provided, this assurance obligates the Recipient for the period during which it retains ownership or possession of the property.
7. Recipient shall cooperate in any enforcement or compliance review activities by the Department of the Treasury of the aforementioned obligations. Enforcement may include investigation, arbitration, mediation, litigation, and monitoring of any settlement agreements that may result from these actions. The Recipient shall comply with information requests, on-site compliance reviews and reporting requirements.
8. Recipient shall maintain a complaint log and inform the Department of the Treasury of any complaints of discrimination on the grounds of race, color, or national origin, and limited English proficiency covered by Title VI of the Civil Rights Act of 1964 and implementing regulations and provide, upon request, a list of all such reviews or proceedings based on the complaint, pending or completed, including outcome. Recipient also must inform the Department of the Treasury if Recipient has received no complaints under Title VI.
9. Recipient must provide documentation of an administrative agency's or court's findings of non-compliance of Title VI and efforts to address the non-compliance, including any voluntary compliance or other

agreements between the Recipient and the administrative agency that made the finding. If the Recipient settles a case or matter alleging such discrimination, the Recipient must provide documentation of the settlement. If Recipient has not been the subject of any court or administrative agency finding of discrimination, please so state.

10. If the Recipient makes sub-awards to other agencies or other entities, the Recipient is responsible for ensuring that sub-recipients also comply with Title VI and other applicable authorities covered in this document. State agencies that make sub-awards must have in place standard grant assurances and review procedures to demonstrate that they are effectively monitoring the civil rights compliance of sub-recipients.

The United States of America has the right to seek judicial enforcement of the terms of this assurances document and nothing in this document alters or limits the federal enforcement measures that the United States may take in order to address violations of this document or applicable federal law.

Under penalty of perjury, the undersigned official(s) certifies that official(s) has read and understood the Recipient's obligations as herein described, that any information submitted in conjunction with this assurances document is accurate and complete, and that the Recipient is in compliance with the aforementioned nondiscrimination requirements.

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Recipient

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Date

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Signature of Authorized Official

**PAPERWORK REDUCTION ACT NOTICE**

The information collected will be used for the U.S. Government to process requests for support. The estimated burden associated with this collection of information is 30 minutes per response. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to the Office of Privacy, Transparency and Records, Department of the Treasury, 1500 Pennsylvania Ave., N.W., Washington, D.C. 20220. DO NOT send the form to this address. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid control number assigned by OMB.

OMB Approved No. 1505-0271  
Expiration Date: November 30, 2021

U.S. DEPARTMENT OF THE TREASURY  
CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS

Recipient name and address: [Recipient to provide]	DUNS Number: [Recipient to provide] Taxpayer Identification Number: [Recipient to provide] Assistance Listing Number: 21.027
-------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------

Sections 602(b) and 603(b) of the Social Security Act (the Act) as added by section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2 (March 11, 2021) authorize the Department of the Treasury (Treasury) to make payments to certain recipients from the Coronavirus State Fiscal Recovery Fund and the Coronavirus Local Fiscal Recovery Fund.

Recipient hereby agrees, as a condition to receiving such payment from Treasury, to the terms attached hereto.

Recipient:

---

Authorized Representative:

Title:

Date signed:

U.S. Department of the Treasury:

---

Authorized Representative:

Title:

Date:

PAPERWORK REDUCTION ACT NOTICE

The information collected will be used for the U.S. Government to process requests for support. The estimated burden associated with this collection of information is 15 minutes per response. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to the Office of Privacy, Transparency and Records, Department of the Treasury, 1500 Pennsylvania Ave., N.W., Washington, D.C. 20220. DO NOT send the form to this address. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid control number assigned by OMB.

U.S. DEPARTMENT OF THE TREASURY  
CORONAVIRUS LOCAL FISCAL RECOVERY FUND  
AWARD TERMS AND CONDITIONS

1. Use of Funds.
  - a. Recipient understands and agrees that the funds disbursed under this award may only be used in compliance with section 603(c) of the Social Security Act (the Act), Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
  - b. Recipient will determine prior to engaging in any project using this assistance that it has the institutional, managerial, and financial capability to ensure proper planning, management, and completion of such project.
2. Period of Performance. The period of performance for this award begins on the date hereof and ends on December 31, 2026. As set forth in Treasury's implementing regulations, Recipient may use award funds to cover eligible costs incurred during the period that begins on March 3, 2021, and ends on December 31, 2024.
3. Reporting. Recipient agrees to comply with any reporting obligations established by Treasury as they relate to this award.
4. Maintenance of and Access to Records
  - a. Recipient shall maintain records and financial documents sufficient to evidence compliance with section 603(c) of the Act, Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
  - b. The Treasury Office of Inspector General and the Government Accountability Office, or their authorized representatives, shall have the right of access to records (electronic and otherwise) of Recipient in order to conduct audits or other investigations.
  - c. Records shall be maintained by Recipient for a period of five (5) years after all funds have been expended or returned to Treasury, whichever is later.
5. Pre-award Costs. Pre-award costs, as defined in 2 C.F.R. § 200.458, may not be paid with funding from this award.
6. Administrative Costs. Recipient may use funds provided under this award to cover both direct and indirect costs.
7. Cost Sharing. Cost sharing or matching funds are not required to be provided by Recipient.
8. Conflicts of Interest. Recipient understands and agrees it must maintain a conflict of interest policy consistent with 2 C.F.R. § 200.318(c) and that such conflict of interest policy is applicable to each activity funded under this award. Recipient and subrecipients must disclose in writing to Treasury or the pass-through entity, as appropriate, any potential conflict of interest affecting the awarded funds in accordance with 2 C.F.R. § 200.112.

9. Compliance with Applicable Law and Regulations.

- a. Recipient agrees to comply with the requirements of section 603 of the Act, regulations adopted by Treasury pursuant to section 603(f) of the Act, and guidance issued by Treasury regarding the foregoing. Recipient also agrees to comply with all other applicable federal statutes, regulations, and executive orders, and Recipient shall provide for such compliance by other parties in any agreements it enters into with other parties relating to this award.
- b. Federal regulations applicable to this award include, without limitation, the following:
  - i. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, other than such provisions as Treasury may determine are inapplicable to this Award and subject to such exceptions as may be otherwise provided by Treasury. Subpart F – Audit Requirements of the Uniform Guidance, implementing the Single Audit Act, shall apply to this award.
  - ii. Universal Identifier and System for Award Management (SAM), 2 C.F.R. Part 25, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 25 is hereby incorporated by reference.
  - iii. Reporting Subaward and Executive Compensation Information, 2 C.F.R. Part 170, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 170 is hereby incorporated by reference.
  - iv. OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement), 2 C.F.R. Part 180, including the requirement to include a term or condition in all lower tier covered transactions (contracts and subcontracts described in 2 C.F.R. Part 180, subpart B) that the award is subject to 2 C.F.R. Part 180 and Treasury's implementing regulation at 31 C.F.R. Part 19.
  - v. Recipient Integrity and Performance Matters, pursuant to which the award term set forth in 2 C.F.R. Part 200, Appendix XII to Part 200 is hereby incorporated by reference.
  - vi. Governmentwide Requirements for Drug-Free Workplace, 31 C.F.R. Part 20.
  - vii. New Restrictions on Lobbying, 31 C.F.R. Part 21.
  - viii. Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655) and implementing regulations.
  - ix. Generally applicable federal environmental laws and regulations.
- c. Statutes and regulations prohibiting discrimination applicable to this award include, without limitation, the following:
  - i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury's implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance;

- ii. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability;
  - iii. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance;
  - iv. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and
  - v. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.
10. Remedial Actions. In the event of Recipient's noncompliance with section 603 of the Act, other applicable laws, Treasury's implementing regulations, guidance, or any reporting or other program requirements, Treasury may impose additional conditions on the receipt of a subsequent tranche of future award funds, if any, or take other available remedies as set forth in 2 C.F.R. § 200.339. In the case of a violation of section 603(c) of the Act regarding the use of funds, previous payments shall be subject to recoupment as provided in section 603(e) of the Act.
11. Hatch Act. Recipient agrees to comply, as applicable, with requirements of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.
12. False Statements. Recipient understands that making false statements or claims in connection with this award is a violation of federal law and may result in criminal, civil, or administrative sanctions, including fines, imprisonment, civil damages and penalties, debarment from participating in federal awards or contracts, and/or any other remedy available by law.
13. Publications. Any publications produced with funds from this award must display the following language: "This project [is being] [was] supported, in whole or in part, by federal award number [enter project FAIN] awarded to [name of Recipient] by the U.S. Department of the Treasury."
14. Debts Owed the Federal Government.
- a. Any funds paid to Recipient (1) in excess of the amount to which Recipient is finally determined to be authorized to retain under the terms of this award; (2) that are determined by the Treasury Office of Inspector General to have been misused; or (3) that are determined by Treasury to be subject to a repayment obligation pursuant to section 603(e) of the Act and have not been repaid by Recipient shall constitute a debt to the federal government.
  - b. Any debts determined to be owed the federal government must be paid promptly by



Recipient. A debt is delinquent if it has not been paid by the date specified in Treasury's initial written demand for payment, unless other satisfactory arrangements have been made or if the Recipient knowingly or improperly retains funds that are a debt as defined in paragraph 14(a). Treasury will take any actions available to it to collect such a debt.

15. Disclaimer.

- a. The United States expressly disclaims any and all responsibility or liability to Recipient or third persons for the actions of Recipient or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this award or any other losses resulting in any way from the performance of this award or any contract, or subcontract under this award.
- b. The acceptance of this award by Recipient does not in any way establish an agency relationship between the United States and Recipient.

16. Protections for Whistleblowers.

- a. In accordance with 41 U.S.C. § 4712, Recipient may not discharge, demote, or otherwise discriminate against an employee in reprisal for disclosing to any of the list of persons or entities provided below, information that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant.
- b. The list of persons and entities referenced in the paragraph above includes the following:
  - i. A member of Congress or a representative of a committee of Congress;
  - ii. An Inspector General;
  - iii. The Government Accountability Office;
  - iv. A Treasury employee responsible for contract or grant oversight or management;
  - v. An authorized official of the Department of Justice or other law enforcement agency;
  - vi. A court or grand jury; or
  - vii. A management official or other employee of Recipient, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct.
- c. Recipient shall inform its employees in writing of the rights and remedies provided under this section, in the predominant native language of the workforce.

17. Increasing Seat Belt Use in the United States. Pursuant to Executive Order 13043, 62 FR 19217 (Apr. 18, 1997), Recipient should encourage its contractors to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented or personally owned vehicles.

18. Reducing Text Messaging While Driving. Pursuant to Executive Order 13513, 74 FR 51225 (Oct. 6, 2009), Recipient should encourage its employees, subrecipients, and contractors to adopt and enforce policies that ban text messaging while driving, and Recipient should establish workplace safety policies to decrease accidents caused by distracted drivers.

**Stacel, Lori**

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**From:** Jacques, Robert  
**Sent:** Tuesday, July 13, 2021 1:13 PM  
**To:** Stafford, Cindy  
**Cc:** Klopsch, Norbert S.; Spitler, Doug  
**Subject:** Re: Keller contract (210 Shafor retaining wall)

Doug has it and is working with the contractor.

-----  
Rob Jacques

On Jul 13, 2021, at 12:57 PM, Stafford, Cindy <stafford@oakwood.oh.us> wrote:

Who has it?

*Cindy S. Stafford, CPA*  
Finance Director  
City of Oakwood  
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**Robert F. Jacques, Esq. | Law Director**  
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