

Road Maintenance Agreement

Between the governmental agencies of

**Board of County Commissioners, Butler County, Ohio
City of Oxford, Butler County, Ohio**

This agreement is made and entered into by and between the Board of County Commissioners of Butler County, Ohio, and the City of Oxford, both political subdivisions of the State of Ohio, following an annexation pursuant to Ohio Revised Code Sections 709.021 and 709.023 of territory along Brookville Road, Fairfield Road and Riggs Road to the City of Oxford.

WITNESSETH:

WHEREAS, portions of Brookville, Fairfield, Contreras and Riggs Roads are within the corporation limits of the City of Oxford and portions of Brookville, Fairfield, and Riggs Roads are also within the un-incorporated areas of Oxford Township; and

WHEREAS, City of Oxford and the Board of County Commissioners desire to provide for the allocation between them of the improvement and maintenance responsibilities for portions of Brookville, Fairfield, and Riggs Roads; and

WHEREAS, henceforth all improvement and maintenance responsibilities shall be divided as follows:

- (1) City of Oxford is to maintain and repair Brookville Road from SR 732 (also known as Oxford Reily Road) to Riggs Road; and
- (2) Butler County is to maintain and repair Brookville Road from Riggs Road, including the intersection, to the western terminus of Brookville Road in Oxford Township; and
- (3) City of Oxford is to maintain and repair Fairfield Road from US 27 (also known as Paterson Avenue to its easternmost intersection with Riggs Road; and
- (4) Butler County is to maintain and repair Fairfield Road from its easternmost intersection of Riggs Road, including the intersection, to the western terminus of Fairfield Road in Oxford Township; and
- (5) City of Oxford is to maintain and repair Contreras Road from its intersection with College Street to Riggs Road; and
- (6) Butler County is to maintain and repair Contreras Road from Riggs Road,

including its intersection, to the western terminus of Contreras Road in Oxford Township; and

- (7) Butler County is to maintain and repair Riggs Road from Brookville Road to Contreras Road; and

WHEREAS, for purposes of this agreement, improvement includes any permanent and fixed change; and maintenance includes any and all repairs, general upkeep of the roadway, and culverts within the right-of-way.

AND WHEREAS, this agreement involves both improvements and maintenance;

THEREFORE IT IS MUTUALLY AGREED

- (1) That pursuant to Chapter 5557 and other applicable provisions of the Ohio Revised Code, the Board of County Commissioners hereby adopt this agreement to become effective upon the adoption of the same agreement by the City of Oxford.
- (2) All improvements and maintenance responsibilities shall be divided between Butler County and City of Oxford as follows:
 - a. City of Oxford is to maintain and repair Brookville Road from SR 732 (also known as Oxford Reily Road) to Riggs Road; and
 - b. Butler County is to maintain and repair Brookville Road from Riggs Road, including the intersection, to the western terminus of Brookville Road in Oxford Township; and
 - c. City of Oxford is to maintain and repair Fairfield Road from US 27 (also known as Paterson Avenue) to its easternmost intersection with Riggs Road; and
 - d. Butler County is to maintain and repair Fairfield Road from its easternmost intersection of Riggs Road, including the intersection, to the western terminus of Fairfield Road in Oxford Township; and
 - e. City of Oxford is to maintain and repair Contreras Road from its intersection with College Street to Riggs Road; and
 - f. Butler County is to maintain and repair Contreras Road from Riggs Road, including its intersection, to the western terminus of Contreras Road in Oxford Township; and
 - g. Butler County is to maintain and repair Riggs Road from Brookville Road to Contreras Road; and

- (3) That Butler County and City of Oxford shall notify and report to each other of any work on Brookville Road, Fairfield Road, and Riggs Road undertaken during each year.
- (4) That each entity shall finance and pay for all costs of improvements, repairs and maintenance undertaken by them.
- (5) That unless otherwise agreed upon, employees and contractors of each entity shall remain solely the responsibility of that entity, as to payment, worker's compensation, and insurance, and the performing entity shall hold the other entity harmless as to any and all debts and obligations concerning those employees or contractors.

In witness whereof, the parties of this Agreement have set their hands this 2nd day of December, 2025.

Approved as to Form Only:

Mary Anne Nardiello
Assistant Prosecuting Attorney

BOARD OF COUNTY COMMISSIONERS

By: [Signature]
Donald L. Dixon, President

By: [Signature]
T.C. Rogers, Vice President

By: Cindy Carpenter
Cindy Carpenter, Member

CITY OF OXFORD

Authorized by City Council
Resolution No. _____

By: Douglas R. Elliott, Jr.
Douglas R. Elliott, Jr.; City Manager

RESOLUTION NO. 7759

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A ROAD MAINTENANCE AGREEMENT WITH THE BOARD OF COUNTY COMMISSIONERS, BUTLER COUNTY, OHIO, FOR THE IMPROVEMENT AND MAINTENANCE RESPONSIBILITIES FOR PORTIONS OF RIGGS ROAD, BROOKVILLE ROAD, FAIRFIELD ROAD, AND CONTRERAS ROAD.

WHEREAS, the City of Oxford is pending annexation of 157.217 acres of land located along Riggs Road, Brookville Road, Fairfield Road, and Contreras Road, with the adoption of Resolution No. 7745 on October 7, 2025, Resolution No. 7751 and 7752 on October 21, 2025; and

WHEREAS, portions of Riggs Road, Brookville Road, Fairfield Road, and Contreras Road are within the corporation limits of the City of Oxford; and portions of Riggs Road, Brookville Road, Fairfield Road, and Contreras Road are also within the un-incorporated areas of Oxford Township; and

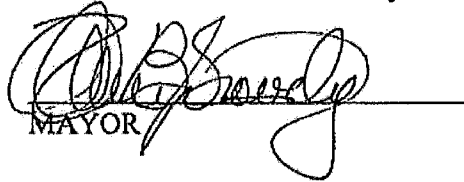
WHEREAS, the City of Oxford and the Board of County Commissioners desire to provide for the allocation between them of the improvement and maintenance responsibilities for portions of Riggs Road, Brookville Road, Fairfield Road, and Contreras Road as set forth in Exhibit "A" attached hereto.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY RESOLVES THAT:

SECTION 1: Council desires for the City to enter into a Road Maintenance Agreement with the Board of County Commissioners, Butler County, Ohio for the improvement and maintenance responsibilities for portions of Riggs Road, Brookville Road, Fairfield Road, and Contreras Road and finds that such Road Maintenance Agreement is in the best interests of the City and would promote the health, safety and welfare of the citizens.

SECTION 2: The City Manager is hereby authorized to enter into, on behalf of the City, a Road Maintenance Agreement with the Board of County Commissioners, Butler County, Ohio, for the improvement and maintenance responsibilities for portions of Riggs Road, Brookville Road, Fairfield Road, and Contreras Road as set forth in Exhibit "A" attached hereto.

SECTION 3: This resolution shall take effect at the earliest date allowed by law.


MAYOR

ADOPTED: NOVEMBER 18, 2025

ATTEST: 
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)



Board of County Commissioners
Butler County, Ohio

EXECUTIVE SUMMARY

25-12-01701

Donald L. Dixon
President

T.C. Rogers
Vice President

Cindy Carpenter
Member

Road Maintenance Agreement Between Governmental Agencies

Engineer

Target Meeting: 12/2/25

An Inter-Departmental Review

Summary

Approve and execute Road Maintenance Agreement between the Board of County Commissioners Butler County, Ohio and the City of Oxford for portions of Brookville, Fairfield, Contreras, and Riggs Roads.

Justification

The City of Oxford wishes to enter into an agreement with Butler County for the purpose of road maintenance for the benefit of the traveling public.

Recommendation

Staff has reviewed and recommends approval.

Approved by:

Alan Steele

Alan Steele, Accounting/HR Manager

11/21/2025

Judi Boyko

Judi Boyko, County Administrator

11/21/2025



Board of County Commissioners
Butler County, Ohio

ADOPTED
DECEMBER 2, 2025

RESOLUTION

25-12-01701

Donald L. Dixon
President

T.C. Rogers
Vice President

Cindy Carpenter
Member

Road Maintenance Agreement Between Governmental Agencies

The Board of County Commissioners of Butler County, Ohio met in Regular Meeting on the 2nd day of December, 2025 in the Commission Chambers of the Butler County Government Services Center, 315 High Street, 2nd Floor, Hamilton, Ohio 45011.

Whereas the Butler County Engineer has submitted for approval a Road Maintenance Agreement between Butler County, Ohio and the City of Oxford for portions of Brookville, Fairfield, Contreras and Riggs Roads;

Whereas the Board of County Commissioners and the City of Oxford desire to provide for the allocation between them of the improvement and maintenance responsibilities for portions of Brookville, Fairfield, Contreras and Riggs Roads as outlined in the Road Maintenance Agreement;

Whereas improvement includes any permanent fixed change and maintenance includes any and all repairs, general upkeep of the roadway and culverts within the right-of-way; now, therefore, be it

Resolved that pursuant to ORC Chapter 5557, the Board of County Commissioners approves and will execute the Road Maintenance Agreement as presented in the form approved by the Butler County Prosecutor effective immediately; be it further

Resolved that the Board of County Commissioners hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of its committees, which resulted in those formal actions, were in meetings open to the public in compliance with the law.

ADOPTED

DECEMBER 2, 2025

Commissioner Carpenter moved for the adoption of the foregoing resolution, Commissioner Rogers seconded the motion and upon call of the roll, the vote resulted as follows:

RESULT: Adopted

AYES: Donald Dixon, T.C. Rogers, Cindy Carpenter

State of Ohio, County of Butler, on this 2nd day of December, 2025, the Clerk of the Board does hereby certify that 25-12-01701 is a true, exact, complete and unaltered electronic record of the Butler County Board of Commissioners.

Nirali Desai

Nirali Desai, Deputy Clerk of the Board

