

## RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of the Oxford Township Board of Trustees  
Held April 12, 2016 at 8:30 p.m., Page 468

The regular meeting of the Board of Trustees of Oxford Township was called to order by Chairman Pittman.

Roll call: Jim Hatten, present; Steve Lewis, present; Ed Pittman, present. Also present: Jim Viers and Duane Matlack

Road Bid Packets were opened by Joyce Leienberger, Fiscal Officer, at 8:30. There was one bid packet and it was read as follows: The Shelly Company bid for Single Chip Seal with Binder at \$1.35 per square yard, estimated quantity 29,756 square yards for a dollar estimate of \$40,170.60, Surface Fog Seal Liquid at \$2.25 per gallon, estimated quantity 2,976 gallons for a dollar estimate of \$6,696.00. Total road bid from The Shelly Company was \$46,866.60. After discussion a motion was made Hatten and seconded by Lewis to award the 2016 Road Improvements contract to the lowest bid of \$46,866.60 from The Shelly Company. Vote: All yeas. Motion carried. A second motion was made by Hatten and seconded by Lewis for a Change Order #1 to delete the Surface Fog Seal Liquid from the original bid. This changes the total bid to \$40,170.60 and is for Single Chip Seal with Binder only. Vote: All yeas. Motion carried.

Minutes of the last regular meeting were previously read by each trustee and a motion was made by Pittman and seconded by Lewis to approve the minutes as read. Vote: All yeas. Motion carried. The bank statement and the bank reconciliation for March were reviewed and initialed by the trustees.

Financial Report – March 31, 2016, balances		Total \$421,573.07
1000 - \$169,802.15	2031 -\$ 43,630.60	4951 - \$ 2,538.57
2011 - \$ 12,268.42	2041 -\$ 4,183.26	4952 - \$ 1,274.62
2021 - \$184,030.32	2231 -\$ 3,845.13	9001 - \$ 0.00

Duane Matlack signed his Public Official Bond from Ohio Plan Risk Management, Inc. Duane's signature was witnessed by Steve Lewis. The original bond will be filed in the bond book located at the fiscal officer's office.

Contract was signed by trustees for Ricky Foor to schedule reservations and to check the township hall facilities after events at a rate of \$15.00 per event and \$25.00 per event, if cleaning services are required, effective April 12, 2016.

Delaware County Bank forms updating all authorized signers, Ed Pittman, Steve Lewis, Jim Hatten and Joyce Leienberger, were signed by all trustees. Discussion to follow as to which trustee will be added to the Safety Deposit Box along with fiscal officer, Joyce Leienberger. Motion was made by Pittman and seconded by Lewis to add Ed Pittman as authorized person on the Safety Deposit Box along with Joyce Leienberger at The Delaware County Bank, Ashley Branch. Vote: All yeas. Motion carried.

Discussion followed in regards to the Peru Township bill for work done on Piper Road, south of the bend. A motion was made by Lewis and seconded by Hatten to charge Peru Township for half of the Driveway Blend Slag equaling \$137.95, half of labor equaling \$120.00 and half of the hauling charge equaling \$248.31 for a total bill of \$506.26. Vote: All yeas. Motion carried.

Discussion followed by Fiscal Officer, Joyce Leienberger in regards to employee time sheets. After further discussion it was determined that a trustee must sign the time sheet prior to it being given to the fiscal officer for issuance of the paycheck.

Discussion followed in regards to putting a new roof on the baseball dugouts. Labor will be done by Bob Thomas and Max Hartsock with possible help from Jim Viers. A motion was made by Lewis and seconded by Hatten to replace both dugouts with a metal roof. Vote: All yeas. Motion carried.

Zoning Inspector Duane Matlack gave trustees an update on the following; he worked with Scott Sanders in regards to putting the new text amendments of the Oxford Township Zoning Resolution on the websites of Oxford Township and Delaware County; talked with Bob Lamb in regards to funding for nuisance abatement; he will be doing Letters of Violations for properties not meeting zoning regulations. Duane was asked by trustees to check on a property located on St. Rt. 229 in regards to a new building structure.

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Current bills of \$24,676.47 were presented for approval and payment during April. After review, a motion was made by Hatten and seconded by Lewis to pay same. Vote: All yeas. Motion carried. (cks. 9620-9654 - \$23,246.42; Vchr. 22-\$1,133.79; Vchr. 23-\$36.58; Vchr. 24-\$259.68). A list of these checks and their payees are on file in the fiscal officer's office.

This concluded the business for the meeting and a motion was made by Hatten and seconded by Lewis to adjourn. Vote: All yeas. Motion carried.

Approved: \_\_\_\_\_ Chairman

Attest: \_\_\_\_\_ Fiscal Officer