

RECORD OF PROCEEDINGS
Minutes of the Regular Meeting of the Oxford Township Board of Trustees
Held March 7, 2019 at 8:00 p.m., Page 550

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

Roll call: Steve Lewis, present; Jim Hatten, present; Ed Pittman, absent; also present: Jim Viers, Abbey Trimble with the Delaware General Health District and Amee Sword, Director of the Wornstaff Memorial Public Library.

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

Financial Report – February 28, 2019, balances Total \$394,619.81
1000 - \$160,414.60 2031 - \$ 39,747.47 4951 - \$ 2,555.41
2011 - \$ 12,113.68 2041 - \$ 2,183.26 4952 - \$ 1,283.04
2021 - \$161,998.63 2231 - \$ 14,323.72 9001 - \$ 0.00

- Abbey Trimble with the Delaware General Health District updated the trustees on the following:
- The Delaware General Health District is working on creating community profiles. They would like to gather local data to assist the communities with more local needs for a healthy community and grant funding. This program will be revealed at the Delaware General Health District Advisory Council meeting held on March 14th.
 - The Community Health Improvement Plan is completed. Abbey highlighted the assessment and gave a copy of the plan to the trustees.
 - Passed out pamphlets regarding information on e-cigarettes and vaporizes.

- Amee Sword, Director of The Wornstaff Memorial Public Library updated trustees on the following:
- In the past Amee has put together a Music Imagination Garden and would like to do the same for the Wornstaff Memorial Library. The Delaware Community Concert Band (consisting of 50 instruments) is willing to perform. Amy asked trustees if the band could perform at the Oxford Township Park under the shelter house. This would be held in late June. Trustees asked her to let them know a date and to also check with Bob Thomas regarding any ball games or tournaments on that date.
 - The Library is also working on Touch-a-Truck day. They will be coordinating with the Elm Valley Fire District for a day in May. She asked if we knew of any vehicles that can be displayed. Suggestions were given by the trustees.

Fiscal Officer Leienberger stated that the audit conducted for 2017-2018 by Wilson, Phillips & Agin, CPA’s for Oxford Township has been completed. A draft was presented showing one audit finding; a regular purchase order was certified after the vendor invoice and should have been certified as a Now and Then purchase order. All future purchase orders that fall in these guidelines will be certified as a Now and Then purchase order.

Fiscal Officer Leienberger shared the progress of the newsletter with trustees.

Fiscal Officer received notification from the Delaware County Engineer’s Office regarding a resolution to participate in the Cooperative Purchasing Program. This resolution will allow the township to obtain any supplies, materials or services that ODOT currently has under contract through the Cooperative Purchasing agreement. A sample resolution was sent by the Delaware County Engineer’s Office to review. Fiscal Officer Leienberger will prepare the resolution for the April meeting.

The Delaware County Prosecuting Attorney’s Office sent notification of a Medical Marijuana Policy. A model policy prohibiting the use of medical marijuana was sent for review. Trustees tabled further discussion until the April meeting when all trustees will be present.

Current bills of \$43,245.26 were presented for approval and payment during March. After review, a motion was made by Lewis and seconded by Hatten pay same. Vote: All yeas. Motion carried. (Cks -10513 -10538 - \$40,016.16, Vchr. 20 - \$2,075.96, Vchr. 22 - \$11.85, Vchr. 23 - \$224.24, Vchr. 25 - \$710.28, Vchr. 26 - \$168.63, Vchr. 27 - \$38.14). 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