

## RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of the Oxford Township Board of Trustees  
Held April 13, 2021 at 8:30 p.m., Page 609

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

Roll call: James Hatten, present; Craig Pittman, present; Steve Lewis, present. Also present: Jim Viers, Road Maintenance Supervisor; Duane Matlack, Oxford Township Zoning Inspector; Doug Riedel with the Delaware County Engineer's Office; Ron and Karen Nolting, Residents.

Minutes of the March regular meeting were previously read by each trustee and a motion was made by Lewis and seconded by Pittman to approve the minutes as read and presented. 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, 2021, balances Total \$513,074.87

1000 - \$223,251.32	2031 - \$46,945.73	4951 - \$ 2,563.81
2011 - \$ 14,286.62	2041 - \$ 2,183.26	4952 - \$ 1,287.30
2021 - \$168,547.04	2231 - \$19,051.73	9001 – 34,958.06

Ron and Karen Nolting expressed their concerns regarding the property located at 8895 U.S. Highway 42. Per the current Nuisance and Abatement Resolution, Sargent Enterprises, Inc. has been contracted to clean up the property of debris and trash. Duane Matlack stated that Sargent Enterprises were waiting for the ground to dry up before bringing in their equipment. The Nolting's also expressed concern of trash burning on the property. Duane Matlack will contact Sargent Enterprises, Inc. to see when they are scheduled to clean up the property and also contact the Delaware County Health District regarding the burning of trash.

Doug Riedel with the Delaware County Engineer's Office update trustees on the following:

- Submitted Oxford Township's application for the OPWC Small Grant for the Piper Rd. project. He will know on May 15, 2021 if the township was approved. If approved the project will begin in 2022.

There was discussion regarding the Road Improvement Project for 2021. After discussion it was decided upon to publish an Invitation to Bid for chip and seal (No. 8 Stone) on the following roads: Shoemaker Rd. (TR251), from Steamtown Rd. (CR224) to US Highway 42; Shoemaker Rd. (TR251) from US Highway 42 to Ashley Rd. (CR243); Oxford Township Driveway and Parking Lot with Striping. The project is to be completed by August 20, 2021. Bids will be opened and read out loud at the May 11, 2021 meeting at 8:30 P.M.

A motion was made by Lewis to move the adoption of RESOLUTION NO. 04-2021-04 AUTHORIZING PARTICIPATION IN OHIO DEPARTMENT OF TRANSPORTATION COOPERATIVE PURCHASING PROGRAM. Pittman seconded the motion. Vote: All yeas. Resolution adopted. This resolution will allow the township to obtain any supplies, purchase machinery, materials, or services that ODOT currently has under contract through the Cooperative Purchasing agreement.

The following contract has expired; Agreement to Allow Oxford Township to Utilize Delaware County Refueling Sites. After discussion a motion was made by Pittman and seconded by Lewis to sign a new contract to utilize the Delaware County refueling sites with an expiration date of March 31, 2024. Vote: All yeas. Motion carried.

There was discussion in regards to filling the vacant alternate seat on the Oxford Township Zoning Commission Board. James Hatten and Duane Matlack discussed concerns from Joel Bennington, Oxford Township Zoning Secretary regarding the vacancy. It was decided upon to send a newsletter to all the residents and include the vacant alternate seat on the zoning commission board to any resident interested.

There was discussion regarding the road and bridge levy of 1.2 mills that will expire at the end of 2021. Fiscal Officer Leienberger presented figures from the Delaware County Auditor's Office for a replacement, renewal and increase. Trustees decided to table their decision to do more research on current road cost.

Fiscal Officer Leienberger stated that the audit conducted for 2019-2020 by Wilson, Phillips & Agin, CPA's for Oxford Township has been completed. This audit was approved by the Auditor of State as an Agreed Upon Procedure and included an IPA Contract Modification Agreement. The completed audit presented showed no exceptions. A motion was made by Pittman and seconded by Lewis to approve and sign the completed evaluation letter from Wilson, Phillips & Agin, CPA's.

Jim Viers updated trustees on the following:

- The shingles missing from our last wind storm and the possibility of a new roof on the township building will not be covered by insurance.
- Presented information regarding a fogger sprayer for disinfecting.
- Discussed the purchase of a paint sprayer. There are numerous painting projects that need done. After discussion trustees agreed for Jim to purchase a paint sprayer.

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Trustee Pittman was contacted regarding the following:

- Richard Church was asking about a culvert on his property line and what size it should be. Jim Viers will go and look at it.
- A neighbor to the township hall stated the township hall security light shines on their house at night.

Duane Matlack, Oxford Township Zoning Inspector updated trustees on the following:

Zoning Permits:

- Paul Huttlin, 7700 Piper Rd., Recreation Unlimited; New 1900 sq.' guest cottage.
- John Biteman, 8060 Ashley Rd.; New 240 sq.' shed.
- Jeffery Stanley, 3491 St. Rt. 229; New 320 sq.' shed.
- Bryan Phiffer, 2419 Leonardsburg Rd.; 1000 sq.' ground mount solar.
- Jeff Bills, 2723 Whipple Rd.; 640 sq.' garage / carport.

Zoning Violations:

- 8895 U.S. Highway 42; In regards to the Declaration of Nuisance and Abatement of Nuisance, Sargent Enterprises, Inc. was approved at the January 12, 2021 meeting to clean up the property of garbage, refuse and other debris. Sargent Enterprises was waiting for the weather to break and will then start the clean-up process. Duane will be contacting Sargent Enterprises at this time for a start date.
- 6677 St. Rt. 229; Non-conforming use violation. There has been no response back from the property owner in regards to the violation letter. Notified Mark Fowler, Delaware County Assistant Prosecuting Attorney. Waiting on a response back.

Current bills of \$67,184.88 were presented for approval and payment during April. After review, a motion was made by Lewis and seconded by Pittman to pay same. Vote: All yeas. Motion carried. (Cks -11219- 11248 - \$62,575.51, Vchr. 29 - \$2,410.78, Vchr. 30 - \$192.05, Vchr. 31 - \$12.00, Vchr. 32 - \$534.00, Vchr. 35 - \$1,140.13, Vchr. 36 - \$273.88, Vchr. 37 - \$46.53). 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 Lewis and seconded by Pittman to adjourn. Vote: All yeas. Motion carried. Meeting adjourned at 10:25 P.M.

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

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