

RECORD OF PROCEEDINGS

Minutes of the Special Year-End Meeting of the Oxford Township Board of Trustees
Held December 28, 2021 at 9:00 A.M., Page 629

The purpose of this meeting is to finalize township business for the fiscal year 2021 and conduct any other township business if necessary.

The special year-end meeting of the Board of Trustees of Oxford Township was called to order by Chairman Lewis.

Roll call: Jim Hatten, present; Craig Pittman, present. Steve Lewis, present. Also present: Jim Viers, Road Maintenance Supervisor & Jodi Schaub, resident.

Fiscal Officer Leienberger stated the Library Agency Funds (9001) actual revenue is more than the county auditors' estimate on the First Amended Certificate by \$374.64. As a result, the fiscal officer requested a Third Amended Certificate to reflect these figures. The following resolution was presented to appropriate the funds; BE IT RESOLVED by the Board of Trustees of Oxford Township, Delaware County, Ohio, that to provide for the current expenses for the fiscal year ending December 31, 2021, the Library fund (9001) appropriations are to be increased by the said amount of \$374.64. This is a result of the Third Amended Certificate of Estimated Resources. Pittman moved the adoption of the resolution, seconded by Lewis. Vote: All yeas. Motion carried and resolution duly passed.

Jodi Schaub was present to discuss the management of the township hall rentals. With the passing of her husband, Ricky Foor, who did manage all township hall rentals, she was willing to take over if approved by the trustees. After further discussion a motion was made by Lewis and seconded by Pittman to have Jodi Foor manage all township hall rentals. The contract along with her contract price per event will be finalized at the January 11, 2022 organizational meeting. Vote: All yeas. Motion carried.

In preparation of the upcoming renewal in March, 2022 for the township insurance with Ohio Plan, Rinehart Walter-Danner Insurance Agency sent a renewal application for review. Jim Viers stated that it is updated at this time. Fiscal Officer Leienberger will inform Rinehart-Walter-Danner Insurance Agency that there are no changes.

There was discussion regarding current wages. A motion was made by Lewis and seconded by Pittman for a 4% increase on Jim Viers' base hourly rate, a 4% increase on Duane Matlack's monthly salary, an increase to \$15.00 per hour for Spot Labor and an increase to \$15.00 per hour for Jeff Jordan, Seasonal Employee. All other wages are to be frozen at this time except for Jodi Schaub's rate will be determined at the January 11, 2022 organization meeting for managing township hall rentals. Jim Viers' increase will become effective on his pay dated January 7, 2022 and all other increases of wages will be in effect on January 1, 2021. Vote: All yeas. Motion carried. Wages for Oxford Township are as follows:

- Duane Matlack at a 4% increase (4% increase equals \$28.98 monthly) to \$753.52 per month and yearly salary at \$9,042.24 plus mileage at the current IRS rate.
- Jim Viers at a 4% increase (4% of \$29.63 = \$1.19 per hour) to \$30.82 per hour.
- Jeffrey Jordan, Part time Seasonal, increase to \$15.00 per hour.
- Donald Long (contract) at \$116.00 per month for the 5 months of May, June, July, August & September for mowing of township yard in Ashley
- Joel Bennington, Zoning Secretary at \$85.00 per meeting attended.
- Zoning Board Member at \$35.00 per meeting attended.
- Spot Labor at \$15.00 per hour.
- Emergency Operator at \$25.00 per hour.

Current bills of \$16,012.92 were presented for approval and payment during the latter part of December. After review, a motion was made by Lewis and seconded by Pittman to pay same. Vote: All yeas. Motion carried. (Cks -11466 to 11487 - \$11,669.97, Vchr. 115 - \$1,210.58, Vchr. 116 - \$265.26, Vchr. 117 - \$96.33 Vchr. 118 - \$2,770.78). 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 9:50 A.M.

Approved: _____ Chairman

Attest: _____ Fiscal Officer