

RECORD OF PROCEEDINGS  
Minutes of the Special Year-End Meeting of the Oxford Township Board of Trustees  
Held December 28, 2023 at 9:00 A.M., Page 677

The purpose of this meeting is to finalize township business for the fiscal year 2023 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, absent; Steve Lewis, present; Craig Pittman, present. Also present: Jim Viers, Road Maintenance Supervisor and Leah Curren, resident.

There was discussion with Leah Curren regarding the open position of coordinator of the township hall rentals. After shadowing Jodi Schaub for the month of December, Leah was interested in the position. After further discussion a motion was made by Pittman and seconded by Lewis to approve a 1-year contract with Leah Curren, effective January 1, 2024, to coordinate all rentals at the township hall. Leah Curren will be paid \$25.00 for each reservation scheduled at the township hall or \$50.00 for any reservation that required cleaning after the event. Contract will expire on December 31, 2024. Vote: all yeas. Motion carried.

There was discussion in regards to the scheduling of meeting dates for 2024. After further discussion it was decided upon to have all meetings on the second Tuesday of each month at 8:00 P.M. The resolution will be prepared and presented at the January 9, 2024 regular / organizational meeting.

In preparation of the upcoming renewal in March, 2024 for the township insurance with Ohio Plan, Rinehart Walter-Danner Insurance Agency sent a renewal application for review. It was given to Jim Viers for review.

Current bills of \$17,279.33 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 -12138 to 12161 - \$12,758.65, Vchr. 114 - \$1,238.04, Vchr. 115 - \$288.49, Vchr. 116 - \$100.89, Vchr. 117 - \$2,893.26). 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 Pittman and seconded by Lewis to adjourn. Vote: All yeas. Motion carried. Meeting adjourned at 9:45 A.M.

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

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