

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of the Oxford Township Board of Trustees
Held May 9, 2023 at 8:00 p.m., Page 663

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

Roll call: James Hatten, present; Steve Lewis, present; Craig Pittman, present. Also present: Jim Viers, Road Maintenance Supervisor, Duane Matlack, Oxford Township Zoning Inspector, Abbey Trimble with the Delaware Public Health District, Amee Sword, Director of the Wornstaff Memorial Public Library and Monica Conners, Delaware County Economic Development Director.

Minutes of the April regular meeting were previously read by each trustee and a motion was made by Hatten 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 April were reviewed and initialed by the trustees.

Financial Report – April 30, 2023, balances Total \$534,336.51

1000 - \$187,212.62	2031 - \$23,428.39	2272 - \$126,203.09	9001 - \$0.00
2011 - \$ 18,828.87	2041 - \$ 2,131.28	4951 - \$ 2,565.82	
2021 - \$161,461.12	2231 - \$11,216.84	4952 - \$ 1,288.48	

Abbey Trimble with the Delaware Public Health District updated trustees on the following:

- The SAFE Delaware County Coalition is looking for volunteers to participate in the focus group “Let’s Tall About Driving”. Participants should be adults age 55 or older and have a valid driver license. It will be held on Tuesday, June 20, 2023. For more information contact Jackie Bain at 740-368-1700.
- The Delaware Public Health District’s main office will be closed on Friday, May 12th through the May 19th. They will be moving to their new location on S. Sandusky St. The Sunbury branch will be open for public needs. The WICK program will be available at the Andrew’s House.

Amee Sword, Director of the Wornstaff Memorial Public Library updated trustees on the following:

- Amee thanked the trustees for the use of Oxford Township Park for the CORSA Rocket Launch Program. The program was very successful. They had 14 students build and launch their rockets. Also attending were 28 adults that included 8 CORSA volunteers. The rockets launched 300 feet in the air then released a parachute for landing.

Monica Conners, Delaware County Economic Development Director introduced herself to everyone attending. She would like to build better communications with the townships. They have many resources that can be helpful for the townships. Their strategic plan will be taking off soon with AE Com and she will be updating the trustees by email. Trustees stated there is not a lot of economic development in our area at this time but would be reviewing their plans. Monica. told trustees to please call with any questions.

There was discussion regarding the old township hall at 112 W. High St. in Ashley. After further research regarding the building a motion was made by Hatten and seconded by Pittman stating it would be cost prohibited to bring the building up to code for public use and would like Mark Fowler, Delaware County Prosecutor to review the deed regarding the restrictions with the Village of Ashley that are unclear for the selling of the property. Vote: All yeas. Motion carried. Fiscal Officer Leienberger will forward the deed to Mark Fowler for review.

The special joint meeting with the Village of Ashley on May 2, 2023 regarding the appointment of a board member to The Ashley Union Cemetery was cancelled. The Village of Ashley did not have a quorum. James Hatten’s term on the cemetery board will expire December 31, 2023. Appointment needs to be made for the three-year term from January 1, 2024 to December 31, 2026 from the Oxford Township Board of Trustees. Lewis nominated James Hatten. A motion was made by Lewis and seconded by Pittman to appoint James Hatten to The Ashley Union Cemetery Board for a term of three years expiring on December 31, 2026. Vote: Lewis, yea; Pittman, yea; Hatten, abstain. Motion carried. A copy of these minutes will be sent to the Village of Ashley and The Ashley Union Cemetery Board.

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

Zoning Violations:

- There was a complaint regarding a business being ran from the property at 8116 Ashley Rd. Duane is working on the issue with Mark Fowler, Assistant Prosecuting Attorney. A certified letter was sent on 2/10/2023 to the property owner and copied to Mark Fowler. As of 3/13/2023 it does not appear that anything has been moved. Duane forward the information to Mark Fowler on April 26, 2023.
- A zoning violation notice was sent to 9811 Piper Rd. on 1/24/2023. Property owner has contacted Duane and stated he will clean it up the property and ask about a privacy fence to shield two inoperable vehicles. As of 3/14/2023 some of the property has been cleaned up and Duane will continue to monitor. As of 5/6/2023 a certified mailing was sent to the property owner.
- A zoning violation notice was sent to J & J Auto Parts informing them the need to clean-up the area in front of the building. They have 30 days to comply. The property owners agreed and said they would start the clean-up right away. As of 3/14/2023 some clean-up has been done. As of 5/6/2023 a certified mailing was sent to the property owner.

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Duane Matlack also received an anonymous complaint about living quarters behind a house on Steamtown Rd. Duane will do further research regarding the complaint. Duane is also working on a possible lot split with a property on Horseshoe Rd. and with Tom Dew regarding a rebuild on his industrial property.

Jim Viers stated he was able to set up an account with MyODOT for the Township Safety Sign grant. He is to take 3 courses online as part of the grant requirement. He is unable to load the courses on his computer. Lewis will be getting in contact with Jim for assistance.

Pittman stated that a tree located on Ashley Road needs to be trimmed away from the road. Large vehicles are unable to pass through. He will reach out to Doug Riedel with the Delaware County Engineers Office.

Current bills of \$25,613.18 were presented for approval and payment during May. After review, a motion was made by Hatten and seconded by Pitman to pay same. Vote: All yeas. Motion carried. (Cks 11922 to 11949 total \$21,694.78, Vchr. 41 - \$2,569.26, Vchr. 42 - \$139.79, Vchr. 43 - \$12.00, Vchr. 46 - \$915.93, Vchr. 47 - \$224.44, Vchr. 48 - \$56.98). 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 Hatten to adjourn. Vote: All yeas. Motion carried. Meeting adjourned at 8:49 P.M.

Approved: _____ Chairman

Attest: _____ Fiscal Officer