

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of the Oxford Township Board of Trustees  
Held November 14, 2023 at 8:00 p.m., Page 673

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, David Lockhart, Board Member of the Village of Ashley Council, Jodi Schaub, Township Hall Rental Coordinator and Leah Curren, Resident.

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

Financial Report – October 31, 2023, balances total \$556,854.58  
1000 - \$184,367.68    2031 - \$44,163.69    2272 - \$126,203.09    9001 - \$472.49  
2011 - \$ 20,799.89    2041 - \$ 2,231.28    4951 - \$ 2,587.06  
2021 - \$165,845.85    2231 - \$ 8,882.60    4952 - \$ 1,300.95

David Lockhart, Board Member of the Village of Ashley Council introduced himself to everyone present. He has been elected to Mayor for the Village of Ashley at the November 7, 2023 general election. He is looking forward to working with the township. He feels it is important to have a good relationship and communication with the township. Trustees agreed and thanked him for attending. Dave also informed trustees of a water line replacement project the village will be doing. They will replace a 6” water line with an 8” water line at Ashley Rd. and South St. There was further discussion regarding the need to mow around the Ashley Reservoir. The village is willing to compensate the township if Jim Viers could mow it. Jim will take a look at it and see if it is a possibility.

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

- They are currently accepting applications for the second year of Project DREAMS. High School students in Delaware County are invited to apply by December 1, 2023 at DAAHC.com.
- The Delaware Public Health District will be recycling Christmas string lights again this year. The Ashley Wornstaff Memorial Library is a drop off location. For other locations and more information contact Jenifer Way-Young at 740-368-1700.

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

- Ohio First Lady Fran DeWine visited the Wornstaff Memorial Public Library on October 12, 2023. The home School group has been invited to the Governor’s Mansion.
- They have replaced the roof on the building and repaired the wall from the water damage. They have also replaced the railing and are working on the repair of the retaining wall.
- City Baroque will be hosting a fundraiser for the library on December 1, 2023. A percentage of the food purchased will be donated to the Wornstaff Memorial Public Library.

Jodi Schaub, Township Hall Rental Coordinator introduced Leah Curren to the trustees. Leah has expressed interest in taking over as coordinator for the township hall rentals after Jodi retires on December 31, 2023. Leah spoke with the trustees about herself and the flexibility to do the rentals. Trustees asked if she would be willing to shadow Jodi in December to see if she would like the job and she agreed. After further discussion a motion was made by Hatten and seconded by Pittman to have Leah Curren shadow Jodi Schaub with all township hall rentals in December and pay her \$25.00 per rental in December. Vote: All yeas. Motion carried.

Fiscal Officer Leienberger informed trustees that Owen Adams’ term on the Oxford Township Board of Appeals will expire on December 31, 2023. This will complete his second term on the Board of Appeals. A board member can only serve two consecutive terms but can be appointed to the Zoning Commission Board. George Patterson’s term on the Oxford Township Zoning Commissions Board will expire on December 31, 2023. This will complete his second term on the Zoning Commissions Board. A board member can only serve two consecutive terms but can be appointed to the Board of Appeals. Trustees will reach out to Owen Adams and George Patterson regarding their expiring terms.

The Delaware County Engineer’s Office sent information regarding their 2024 Road Improvement Program. After discussing the program, a motion was made by Hatten and seconded by Pittman to do outside bidding on their own for road improvements in 2024 and not go through the Delaware County Engineer’s Program. Vote: All yeas. Motion carried.

Fiscal Officer Leienberger stated the Library Agency Funds (9001) actual revenue received is more than the county auditors’ estimate on the Certificate of Estimated Resources by \$460.91. As a result, the fiscal officer requested a Second 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, 2023, the Library fund (9001) appropriations are to be

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increased by the said amount of \$460.91. This is a result of the Second Amended Certificate of Estimated Resources. Hatten moved the adoption of the resolution, seconded by Lewis. Vote: All yeas. Motion carried and resolution duly passed.

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

Zoning Permits:

- 11/11/2023 – Bethany Thurston, 6210 Maloney Rd.; 340 sq.’ Shed

Zoning Agricultural Exemptions:

- 10/24/2023 – Joseph Ball, 3473 Shoemaker Rd.; 768 sq.’ Pole Barn

Zoning Violations:

- Mark Fowler has talked with the property owner regarding the violation of running a business from the home located at 8116 Ashley Rd. As of 10/4/2023 the property owner stated that he has rented a location to store his equipment and will be moving it soon.
- As of 9/6/0223 updated photos were provided to the Prosecutors Office for the clean-up of property violation located at J & J Auto Parts. There is no update as of 11/14/2023 but it appears the property is starting to be cleaned up.

Duane stated that the pavement over the Whipple Road bridge has been repaired and the road is now open. Duane also discussed the Demolition and Brownfield-Remediation Grant. Duane stated funding may be available for the demolition of two vacant abandoned homes in Oxford Township. He is going to reach out to the two property owners to discuss the demolition process. Pittman asked about the property owned by Queens Automotive. Duane stated they are to put up a fence and this will need to be approved as a conditional use by the Board of Zoning Appeals.

Jim Viers stated there were some issues with Kalida Truck Equipment regarding the new 2024 plow truck equipment package. There is a delay with the original plow. A different plow can be ordered with an additional cost. There was discussion that the new plow would be a better one and easier to get parts for. After further discussion trustees asked Jim to get a new estimate for the equipment package with the newer plow.

There was discussion regarding the year-end meeting. After discussion a motion was made by Pittman and seconded by Hatten to hold the year-end meeting on Thursday, December 28, 2023 at 9:00 A.M. Vote: All yeas. Motion carried.

Current bills of \$17,670.29 were presented for approval and payment during November. After review, a motion was made by Hatten and seconded by Pittman to pay same. Vote: All yeas. Motion carried. (Cks -12096 – 12119 – \$13,782.43, Vchr. 97 - \$161.11, Vchr. 96 - \$12.00, Vchr. 100 - \$2,569.26, Vchr. 102 - \$884.71, Vchr. 103 - \$211.50, Vchr. 104 - \$49.28. 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 Pittman to adjourn. Vote: All yeas. Motion carried. Meeting adjourned at 9:13 P.M.

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

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