

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of the Oxford Township Board of Trustees
Held April 9, 2024 at 8:00 p.m., Page 685

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

Roll call: James Hatten, present; Steve Lewis, present; Craig Pittman, present. Also present: Jim Viers, Road Maintenance Supervisor and Duane Matlack, Oxford Township Zoning Inspector.

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, 2024, balances Total \$567,658.50
1000 - \$217,945.57 2031 - \$67,021.63 2272 - \$ 26,737.09 9001 - \$38,144.31
2011 - \$ 23,514.06 2041 - \$ 2,056.28 4951 - \$ 2,637.07
2021 - \$177,381.18 2231 - \$10,895.32 4952 - \$ 1,325.99

There was discussion regarding the Road Improvement Project for 2024. Doug Riedel with the Delaware County Engineer’s office and Jim Viers have scheduled a road tour on April 15, 2024. Doug previously talked about applying for an OPWC grant for some of the road work. After further discussion it was decided upon to table the decision of the Road Improvement Project for 2024 until the May 14th meeting after Doug and Jim complete the road tour.

A current expense levy of 0.6 mills will expire at the end of tax collection year 2023. Per county auditor’s estimates, a renewal of a 0.6 mill levy would generate \$22,037.88 and a replacement of a 0.6 mill levy would generate \$30,591.12. A new levy will need to be on the November 5, 2024 ballot for 5 years, commencing with the 2024 tax year and paid in 2025. After discussion regarding a renewal or replacement it was decided upon to table the decision until the May 14th meeting following further research.

The fiscal officer presented a Certificate of Records Disposal (RC-3 Form) for the disposal of township records. The RC-3 form does not have to be sent to the Ohio History Connection for approval. After review a motion was made by Pittman and seconded by Lewis approving the disposal of all records on the RC-3 form. Vote: All yeas. Motion carried. The Certificate of Records Disposal (RC-3 Form) will be kept in the fiscal officer’s retention files.

Jim Hatten discussed a rate schedule change for The Ashley Union Cemetery that was revised on March 13, 2024 and to be come effective on April 10, 2024. After reviewing the new rate schedule a motion was made by Lewis and seconded by Pittman to make the same rate schedule changes for the cemeteries in Oxford Township effective April 10, 2024. Vote: All yeas. Motion carried. The new rate schedule for the cemeteries in Oxford Township and The Ashley Union Cemetery are on the website at: <https://co.delaware.oh.us/cities/oxford-township-cemetery/>

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

Zoning Permit:

- 3/2/2024 – James Hatten, 6201 Shoemaker Rd.; 244 Sq.’ Addition

Zoning Violations:

- 8116 Ashley Rd.; Running a business from the home. All business equipment has been moved off the property. Violation is now closed.
- J & J Auto Parts; Clean-up of property in front of the building. No action has been taken at this time. Duane will check with prosecutor and will provide an update at the May meeting.
- Duane received notification from the Delaware Public Health District in regards property located at 5895 US Highway 42 and the new trash issues on the property. After reviewing the notification and pictures from the Delaware Public Health District a motion was made by Pittman and seconded by Lewis that per the permanent injunction dated August 22, 2022 Duane is to send the property owner a violation letter for the clean-up of the trash on the property. Vote: All yeas. Motion carried.

Current bills of \$63,166.61 were presented for approval and payment during April. After review, a motion was made by Pittman and seconded by Lewis to pay same. Vote: All yeas. Motion carried. (Cks -12220 – 12257 - \$56,812.90, Vchr. 26 - \$1,607.73, Vchr. 27 - \$287.41, Vchr. 28 - \$50.43, Vchr. 30 - \$2,646.03, Vchr. 31 - \$197.04, Vchr. 32 - \$12.00, Vchr. 35 - \$1,293.52, Vchr. 36 - \$209.12, Vchr. 37 - \$50.43. 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 9:07 P.M.

Approved: _____ Chairman

Attest: _____ Fiscal Officer