

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of the Oxford Township Board of Trustees
Held December 10, 2024 at 8:00 p.m., Page 701

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, Duane Matlack, Oxford Township Zoning Inspector, Abbey Trimble with the Delaware Public Health District, Ameer Sword, Director of the Wornstaff Memorial Public Library, Jenn Necker, resident and Lester Ashbrook, resident.

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

Financial Report – November 30, 2024, balances Total \$449,131.21

1000 - \$222,293.89 2031 - \$41,075.30 4951 - \$ 2,721.22

2011 - \$ 23,259.18 2041 - \$ 2,406.28 4952 - \$ 1,368.12

2021 - \$145,962.98 2231 - \$ 9,676.22 9001 - \$ 368.02

Jenn Necker attended the meeting per her interest in the township zoning secretary position. Joel Bennington, current zoning secretary is resigning on December 31, 2024. Duane Matlack discussed details regarding the position and what updates he would like to have done to the Oxford Township Zoning Code in 2025, which would require additional meetings. After further discussion, a motion was made by Pittman and seconded by Lewis to appoint Jenn Necker as the Oxford Township Zoning Secretary effective January 1, 2025. Vote: All yeas. Motion carried.

There was further discussion in regards to the zoning board members. A motion was made by Lewis and seconded by Pittman to appoint Bob Thomas to the Oxford Township Zoning Commission Board for a term of five years to expire on December 31, 2029 and to appoint Ginger Colley to the Oxford Township Zoning Appeals Board for a term of five years to expire on December 31, 2029. Vote: All yeas. Motion carried.

Lester Ashbrook presented to the township trustees a proclamation from the Ohio Senate and a proclamation from the Delaware County Commissioners in regards to the 100th Anniversary of the Ashley Jr. Fair. Lester talked about the history of the Ashley Jr. Fair and the residents whom which started the fair. Most of them resided in Oxford Township. He discussed how they were involved and their accomplishments. He has a great deal of information and would like to see someday a museum started for Oxford Township and the Village of Ashley.

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

- They are offering monthly courses for First Aid and CPR Training. For more information or to schedule a training contact clinic@delawarehealth.org or (740)203-2040.
- They have started a Care Coordination Program. This is a service to assist you and your family navigate a path to better health through the help of a community health worker. They have hired Krista Allen as the first community health worker. She can be reached at kallen@delawarehealth.org or at (740) 203-2082.

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

- During Christmas in Ashley they had 150 people stop by the library. They are having their 3rd Annual Gingerbread House Contest. There are 7 houses on display and encouraged everyone to stop in and vote.
- Bingo-cize will start January 6, 2025. It is every Monday and Wednesday at 10:30 A.M. This is a 10 week program that combines exercise and health education with a bingo-like game.
- Their winter reading program will start January 15th.

Dates were discussed for the 2024 year-end meeting and the 2025 January regular / organizational meeting. It was agreed upon to hold the year-end meeting on December 27, 2024 at 9:00 A.M. at the Oxford Township Hall and the January organizational / regular meeting on January 9, 2025 at 8:00 P.M. at the Oxford Township Hall.

The township's 2025 Annual Appropriation Resolution No. 12-2024-12 was reviewed and discussed. The amount of appropriations is based on the First Amended Certificate of Estimated Resources for 2025 from the Delaware County Budget Commission. Appropriations per fund levels were set as follows:

General - \$335,000.00	Permissive Motor Vehicle - \$10,000.00
Motor Vehicle Tax - \$25,000.00	Permanent (Bequest-Gavitt) - \$1,500.00
Gasoline Tax - \$225,000.00	Permanent (Bequest-Bell) - \$500.00
Road and Bridge - \$83,000.00	Agency Library Levy - \$73,000.00
Cemetery - \$1,900.00	

Total Annual Appropriations - \$754,900.00

Pittman moved the adoption of the resolution and it was seconded by Lewis. Vote: All yeas. Motion carried and resolution duly passed.

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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 \$316.87. As a result, the fiscal officer requested a Second Amended Certificate to reflect these figures. The following Resolution No. 12-2024-11 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, 2024, the Library fund (9001) appropriations are to be increased by the said amount of \$316.87. This is a result of the Second Amended Certificate of Estimated Resources. Lewis moved the adoption of the resolution, seconded by Pittman. Vote: All yeas. Motion carried and resolution duly passed.

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

Zoning Permits:

- 11/13/2024 - Matt Ulrey, 8460 Ashley Rd.; 600 Sq.’ Patio with Gazebo

Issued Agricultural Exemptions:

- Zachary Smock, 3189 St. Rt. 229; 240 sq.’ shed - approved 11/24/2024

Zoning Violations:

- J & J Auto Parts; Clean-up of property in front of the building. Updated photos and inquiry on the status of property have been sent to the County Prosecuting Attorney Office. Duane contacted the County Prosecuting Attorney Office on 12/5/2024 and suggested we send them a new letter then he will follow up and take legal action if no progress is made.
- Sent violation letter to 3189 St. Rt. 229 on 11/01/2024 for building a accessory structure without a permit and having discarded debris on the property. This violation is now closed; exemption issued and debris is cleaned up.

Duane stated that the property owners at 2050 Bishop Rd. have decided not to submit an application for an AirBnB type business for maybe a year or two. Also, Duane spoke with the surveyor regarding a lot split at 2100 Bishop Rd. and said it will be a while before they are ready for submittal.

Duane discussed the Ohio Department of Development’s Brownfield Remediation grant program with the trustees. This is in regards to abandoned, idled homes. The grant will pay for 75% of the cost to have a home demoed. After further discussion Duane will reach out to some property owners to see if they are willing to apply for the grant with the 25% cost.

Current bills of \$17,566.53 were presented for approval and payment during December. After review, a motion was made by Pittman and seconded by Lewis to pay same. Vote: All yeas. Motion carried. (Cks -12446 – 12463 - \$12,475.56 Vchr. 105 - \$3,285.97, Vchr. 106 - \$196.00, Vchr. 107 - \$15.00, Vchr. 108 - \$1,594.00. 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 8:59 P.M.

Approved: _____ Chairman

Attest: _____ Fiscal Officer