

## RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of the Oxford Township Board of Trustees  
Held June 11, 2024 at 8:00 p.m., Page 688

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, Doug Riedel with the Delaware County Engineer's Office and Abbey Trimble with the Delaware Public Health District.

Minutes of the May 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 May were reviewed and initialed by the trustees.

Financial Report – May 31, 2024, balances Total \$438,796.10

1000 - \$201,061.12	2031 - \$67,222.28	4951 - \$ 2,659.06
2011 - \$ 25,172.11	2041 - \$ 2,056.28	4952 - \$ 1,337.00
2021 - \$127,458.83	2231 - \$11,829.42	9001 - \$ 0.00

Road Bid Packets were opened by Fiscal Officer, Joyce Leienberger at 8:00 P.M. One bid packet was received and it was read as follows:

- The Shelly Company's bid for single chip seal on Whipple Rd. is \$2.08 per square yard, quantity 22,500 square yards for a bid amount of \$46,800.00. For the alternate bid for single chip seal on Wheeler Rd. is \$2.08 per square yard, quantity 16,170 square yards for a bid amount of \$33,633.60. Total of both bids are \$80,433.60.

The bids are for the following: Whipple Rd. (TR222) from Shoemaker Rd. (TR251) to the Township Line and an alternate bid on Wheeler Rd. (TR242). After further discussion, a motion was made Pittman and seconded by Lewis to award the 2024 Road Improvement Project contract to The Shelly Company to single chip seal Whipple Road only for the total bid of \$46,800.00. Vote: All yeas. Motion carried.

Trustees discussed a letter from the Delaware County Commissioners regarding a Community Development Block Grant (CDBG) Program, Urban County Qualification, Fiscal Years 2025-2027. After further discussion the trustees decided to participate in the program. Fiscal Officer Leienberger will notify Aric Hochstettler with the county of the trustees decision.

Doug Riedel with the Delaware County Engineer's Office discussed the options for the OPWC Grant. He stated that it is not feasible to widen Strine Road. Some areas could be widened but others areas cannot. If we would like to apply for the grant, he suggested to do resurfacing as we did for Piper Road. After further discussion a motion was made by Lewis and seconded by Pittman to apply for the OPWC Grant for resurfacing on Strine Road. Vote: All yeas. Motion carried. Doug Riedel will turn in the REA signed by the trustees to start the application process. Doug also informed trustees that Dulin Road has reopened. It is not perfectly smooth. There are a couple dips in the new pavement. The county will be looking in to it.

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

- Discussed "Your Travel Vaccination Destination". They will offer international travel vaccines that protect against many diseases.

Per a motion made at the May 14, 2024 meeting the following resolution was presented for adoption: A RESOLUTION OF NECESSITY TO LEVY A REPLACEMENT TAX IN EXCESS OF THE TEN MILL LIMITATION FOR THE PURPOSE OF CURRENT EXPENSES OF THE WORNSTAFF MEMORIAL PUBLIC LIBRARY. A resolution declaring the necessity of levying such a tax outside the ten-mill limitation must be approved and certified to the Delaware County Auditor ("Auditor") in order to permit the Board to consider the levy of tax. Pursuant to RC 5705.03(B)(1) and (2), the resolution must request that the Auditor certify to the Board a) the total current tax valuation of the Township, b) the number of mills for each \$1 of taxable value, required to generate a specified amount of revenue or the dollar amount of revenue that would be generated by a specified number of mills, for each \$1 of taxable value, c) the levy's estimated effective rate or levy's rate, whichever is applicable, in dollars for each \$100,000 of the Auditor's appraised value, and d) as applicable, an estimate of the levy's annual collections. The purpose of the tax is for current expenses for the Wornstaff Memorial Public Library at a rate not exceeding 2. mills for five (5) years and which levy is a replacement of an existing levy of 2. mills commencing with the 2025 tax year, first due in calendar year 2026. A motion was made by Pittman and seconded by Lewis to adopt this resolution. Vote: All yeas. Motion carried and resolution duly adopted. Fiscal Officer Leienberger will present the resolution to the county auditor for certification.

Per a motion made at the May 14, 2024 meeting the following resolution was presented for adoption: A RESOLUTION OF NECESSITY TO LEVY A REPLACEMENT TAX IN EXCESS OF THE TEN MILL LIMITATION FOR THE PURPOSE OF CURRENT EXPENSES. A resolution declaring the necessity of levying such a tax outside the ten-mill limitation must be approved and certified to the Delaware County Auditor ("Auditor") in order to permit the Board to consider the levy of tax. Pursuant to RC 5705.03(B)(1) and (2), the resolution must request that the Auditor certify to the Board a) the total current tax valuation of the Township,

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b) the number of mills for each \$1 of taxable value, required to generate a specified amount of revenue or the dollar amount of revenue that would be generated by a specified number of mills, for each \$1 of taxable value, c) the levy’s estimated effective rate or levy’s rate, whichever is applicable, in dollars for each \$100,000 of the Auditor’s appraised value, and d) as applicable, an estimate of the levy’s annual collections. The purpose of the tax is for current expenses at a rate not exceeding .6 mills for five (5) years and which the levy is a replacement of an existing levy of .6 mills commencing with the 2024 tax year, first due in calendar year 2025. A motion was made by Lewis and seconded by Pittman to adopt the resolution. Vote: All yeas. Motion carried and resolution duly adopted. Fiscal Officer Leienberger will present the resolution to the county auditor for certification.

The fiscal officer presented an updated records retention schedule (RC-2). A motion was made by Lewis and seconded by Pittman to accept the 2024 Retention Schedule (RC-2) as presented. Vote: All yeas. Motion carried.

In regards to the resignation of Owen Adams from the Oxford Township Zoning Commission Board there was discussion on his replacement. There are three alternates between the Board of Appeals and the Commission Board. It has been recommended by Joel Bennington, zoning secretary to ask alternate Greg Doubikin to replace Owen Adams. Then split the remaining two alternates between the Board of Appeals and the Commission Board. The trustees have asked Joel Bennington to discuss this first with Greg Doubikin.

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

Zoning Permit:

- 6/3/2024 – Daniel Schleichert, 9214 Ashley Rd.; 668 Sq.’ Deck
- 6/3/2024 – Daniel Schleichert, 9214 Ashley Rd.; 180 Sq.’ Pole Barn
- 6/10/2024 – Joe Harris, 9005 Strine Rd.; 576 Sq.’ Garage

Zoning Violations:

- J & J Auto Parts; Clean-up of property in front of the building. No action has been taken at this time by the county prosecutor as of 6/11/2024.
- Duane received notification from the Ohio EPA in regards to the property located at 5895 US Highway 42 for an open burning complaint. Discussion followed with the Delaware Public Health District on sending a violation letter. At this time, May 15, 2024, Duane will be issuing a violation letter to the property owner. As of 6/11/2024 the property appears to be getting cleaned up.

BZA Cases:

- There is a BZA hearing scheduled for June 19, 2024 for 4590 St. Rt. 229. They are asking for conditional use to allow outside storage of vehicles and a variance to build a house on adjoining parcel.

Current bills of \$18,312.98 were presented for approval and payment during June. After review, a motion was made by Pittman and seconded by Lewis to pay same. Vote: All yeas. Motion carried. (Cks -12284 – 12308 - \$13,174.96, Vchr. 47 - \$283.98, Vchr. 50 - \$3,285.97, Vchr. 51 - \$15.00, Vchr. 53 - \$1,293.52, Vchr. 54 - \$209.12, Vchr. 55 - \$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 8:57 P.M.

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

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