

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of the Oxford Township Board of Trustees
Held November 12, 2024 at 8:00 p.m., Page 699

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 and Doug Riedel with the Delaware County Engineer's Office.

Minutes of the September 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: Lewis, abstain; Hatten, yea; Pittman, yea. Motion carried. Minutes of the October regular meeting were previously read by each trustee and a motion was made by Lewis and seconded by Hatten 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, 2024, balances Total \$447,634.28

1000 - \$227,165.77	2031 - \$41,062.56	4951 - \$ 2,711.22
2011 - \$ 22,518.58	2041 - \$ 2,406.28	4952 - \$ 1,363.11
2021 - \$140,789.55	2231 - \$ 9,270.44	9001 - \$ 346.77

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

- “Save a Life” - Free overdose reversal Narcan medication kits by mail or walk in. For more information call 740-368-1700.
- Free Tire Disposal - Dispose of up to 10 passenger tires on November 23, 2024 from 9:00 AM to 12:00 PM at Radnor Township, 4230 St. Rt. 203 or the City of Sunbury, 250 Otis Street.
- Distemper FAQ - Frequently asked questions regarding how to handle a distempered animal and preventing your pet from getting distemper.
- Recycle Right - Drop off old holiday string lights for recycling at The Wornstaff Memorial Public Library, 302 E. High St., Ashley. For more locations contact Jenifer Way-Young at 740-368-1700.

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

- Thanked the trustees for putting the Wornstaff Memorial Public Library levy on the ballot.
- Their Water Fountain project is complete thanks to a grant from the Delaware Public Health District and a grant from Delaware County Board of Developmental Disabilities for the plumbing.
- Grant money from the American Library Association Transforming Communities was used to install door openers in the back of the building and lobby. To finish out the grant money they will be installing a drop box in the front of the building.
- Family Fall Read Night - Wednesday, November 20th from 6:00 PM-7:30 PM. For families with children ages baby-5th grade.

Doug Riedel with the Delaware County Engineer's Office informed trustees of the Delaware County Engineer's Annual meeting on December 13, 2024 from 11:30 AM to 1:30 PM at the Byxbe Multi-Purpose Room. Doug also discussed the concerns the trustees have with the amount of traffic and the speed at which they travel on Strine Road. Trustees also expressed their concern on the upkeep of the road conditions due to the amount of traffic. The county could do a Speed Limit Study that will show the number of vehicles that travel the road along with the time of day and the speed they travel. This information could be very helpful in the future. Doug stated that the Delaware County Sheriff's do not have enough man power to monitor the road more often than they do at this time. Doug also stated if the OPWC grant gets approved for Strine Road that will improve and help the road conditions. After further discussion the trustees all agreed to fill out a REA with the Delaware County Engineer's Office to have the Speed Limit Study done. The REA was turned in to Doug Riedel.

Fiscal Officer Leienberger informed trustees that Bob Thomas' term on the Oxford Township Board of Appeals will expire on December 31, 2024. 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. Ginger Colley's term on the Oxford Township Zoning Commissions Board will expire on December 31, 2024. This will complete her 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 Bob Thomas and Ginger Colley regarding their expiring terms.

The Delaware County Engineer's Office sent information regarding their 2025 Road Improvement Program. After discussing the program, a motion was made by Pittman and seconded by Lewis to have the township do their own bidding for any road improvements in 2025 instead of using the Delaware County Engineer's Program. Vote: All yeas. Motion carried.

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The Delta Dental Contract for Oxford Township employees was reviewed. The rates are increasing by 4.14% for 2025. Monthly rates for single coverage will increase from \$27.96 to \$29.12 per employee and for family coverage it will increase from \$87.13 to \$90.74 per employee. After further discussion a motion was made by Lewis and seconded by Pittman to accept the new rates and contract from Delta Dental for 2025 effective January 1, 2025. Vote: all yeas. Motion carried.

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

Zoning Permits:

- 10/28/2024 – Tracey Travis, 3571 St. Rt. 229; 1200 Sq.’ Pole Barn

Zoning Violations:

- J & J Auto Parts; Clean-up of property in front of the building. Updated photos and inquiry on the status of the violation was sent to the county prosecutor on 8/12/2024. There is no update as of 11/12/2024. The property seems to be getting worse and Duane will be contacting the County Prosecuting Attorney Office.
- Sent violation letter to 3189 St. Rt. 229 on 11/01/2024 for building an accessory structure without a permit and having discarded debris on the property.

Duane is working with a property owner at 2050 Bishop Rd. in regards to adding a tiny house to be used for an AirBnB. He is also working with the property owner at 2100 Bishop Rd. in regards to a lot split and received an application for a deck at 8460 Ashley Rd. He stated that Churches’ property on Maloney Rd. was approved by Delaware County Regional Planning for an adjacent property transfer of 2.774 acres. The rest of the land will be sold at auction.

Pittman discussed a tree in the right-of-way on Steamtown Rd. There was discussion in removing it before it gets any larger and cause problems. This led to discussion regarding a tree in the right-of-way on Whipple Rd. that is very large. Trustees feel they should contact the property owners before removing them. Jim Viers will get an estimate on the removal of the tree on Whipple Rd. but feels he could remove the tree on Steamtown Rd.

Current bills of \$16,284.05 were presented for approval and payment during November. After review, a motion was made by Lewis and seconded by Pittman to pay same. Vote: All yeas. Motion carried. (Cks -12425 – 12445 - \$11,898.77, Vchr. 94 - \$171.18, Vchr. 97 - \$2,646.03, Vchr. 98 - \$15.00, Vchr. 100 - \$1,293.52, Vchr. 101 - \$209.12, Vchr. 102 - \$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 Lewis and seconded by Pittman to adjourn. Vote: All yeas. Motion carried. Meeting adjourned at 8:54 P.M.

Approved: _____ Chairman

Attest: _____ Fiscal Officer