

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of the Oxford Township Board of Trustees

Held December 9, 2025 at 8:00 p.m., Page 727

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

Roll call: James Hatten, present; Steve Lewis, present; Craig Pittman, present. Also present: Duane Matlack, Oxford Township Zoning Inspector, Abbey Trimble with the Delaware Public Health District, Amee Sword, Director of the Wornstaff Memorial Public Library, Christina Voise, resident and Cody Morris, resident.

Minutes of the November 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: All yeas. Motion carried. Minutes of the Special Joint Meeting with the Village of Ashley on December 2, 2025 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: All yeas. Motion carried. The bank statement and the bank reconciliation for November were reviewed and initialed by the trustees.

Financial Report – November 30, 2025, Balance Total \$481,043.27

1000 - \$231,624.86	2031 - \$27,363.81	4951 - \$ 2,823.87
2011 - \$ 26,873.58	2041 - \$ 2,431.28	4952 - \$ 1,420.42
2021 - \$173,189.67	2231 - \$14,913.75	9001 - \$ 402.03

Christina Voise, resident discussed her concerns in regards to the new proposal by ODOT for a connector route from US 23 to I-71. ODOT stated they are looking at a new route from St. Rt. 229 in Waldo, bypassing Ashley to the north or south, then connecting to I-71. She attended a meeting at the Brown Township Hall and is urging everyone to contact their state and federal representatives regarding this matter. Her comments were: U.S. Route 30 is already a connector for I-71 ad U.S. 23; more roads being built in Delaware County will just add more development; and Delaware County has already given up enough land to Franklin County, ex: 14 miles of land for their water. Trustee Lewis speaking for everyone stated they do not want this highway coming through the township either. The trustees have been going to meetings and mailed out information to all the residents. He thanked Christina for all her support.

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

- The Delaware Public Health District is now a new location pickup for the United Way Diaper Bank. They have sizes Newborn to 3, ready for pickup on site.
- 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.

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

- Amee stated that their renovations to the basement at the library were 90% complete. They received a grant from the Delaware County Board of Developmental Disabilities for an access button that they are waiting on to be installed. Renovations should be completed in January and she welcomed everyone to stop by.

Jim Viers, Road Maintenance Supervisor and Leah Curren, Township Hall Coordinator were not able to attend the meeting but asked Fiscal Officer Leinenberger to update trustees on the following: Jim Viers received an estimate for new flooring and paint for the township hall and Leah Curren received an estimate for new curtains and curtain rods for the township hall. The trustees discussed the renovations to the township hall and agreed to have it updated. A motion was made by Hatten and seconded by Pittman to move forward with the renovation to the township hall and not to exceed \$6,000.00 for the total project of new floors, painting, curtains and curtain rods. Jim is to get in contact with Leah to coordinate the project. Vote: All yeas. Motion carried.

Dates were discussed for the 2025 year-end meeting and the 2026 January regular / organizational meeting. It was agreed upon to hold the year-end meeting on December 29, 2025 at 9:00 A.M. at the Oxford Township Hall and the January organizational / regular meeting on January 13, 2026 at 8:00 P.M. at the Oxford Township Hall.

The township's 2026 Annual Appropriation Resolution No. 12-2025-18 was reviewed and discussed. The amount of appropriations are based on the Official Certificate of Estimated Resources for 2026 from the Delaware County Budget Commission. Appropriations per fund levels were set as follows:

General - \$311,000.00	Permissive Motor Vehicle - \$15,000.00
Motor Vehicle Tax - \$25,000.00	Permanent (Bequest-Gavitt) - \$1,500.00
Gasoline Tax - \$236,000.00	Permanent (Bequest-Bell) - \$500.00
Road and Bridge - \$50,000.00	Agency Library Levy - \$100,000.00
Cemetery - \$2,000.00	

Total 2026 Annual Appropriations - \$741,000.00

Lewis moved the adoption of Resolution No. 12-2025-18 and it was seconded by Hatten. Vote: Hatten, yea; Lewis, yea; Pittman, yea. Motion carried and resolution duly passed.

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Blake Austin with Rumpke notified the township that effective January 1, 2026 the residents of Oxford Township will see a \$0.10 increase on their monthly invoices or \$0.30 if invoiced quarterly. The DKMM Solid Waste District ratified a solid waste contract fee increase of \$1.50 per ton to Rumpke. Our contract with Rumpke states the contractor may increase the rates for service as a result of any increases in governmental charges. After further discussion a motion was made by Lewis and seconded by Hatten to approve the increase of \$0.10 for resident's monthly invoice or \$0.30 if invoiced quarterly with Rumpke. Vote: All yeas. Motion carried.

Matt Simpson from Preservation Parks informed Fiscal Officer Leienberger that the grant application for resurfacing and repairing the parking lot at the Oxford Township Park was not granted. There were five grant applications submitted to Preservation Parks and they approved three of the applications which were mostly trail related applications.

Heidi Fought, Executive Director of the Ohio Township Association spoke at the 2025 Township Officials Training on November 20, 2025 regarding Township Law Updates. She stated the following regarding HB 315 - Public Notice Requirements: Townships may now post public notices on the township's website and social media rather than in a newspaper. The Ohio Township Association has reviewed and update their status on the Public Notice Requirement from their previously ruling in their Grassroots Clippings, March, 2025 stating there is no requirement for a township to create a social media account solely for compliance. Now without a social media account, the township must post notices in a local newspaper. Since Oxford Township does not have a social media account a motion was made by Lewis and seconded by Hatten to post all public notices in the local newspaper and on our website. Vote: All yeas. Motion carried,

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

Zoning Violation:

- There is no update as of 12/8/2025 in regards to J & J Auto's violation filed with the Ohio Salvage Licensing Board.
- A certified violation letter was sent to 7681 Strine Rd. for trash and debris on the property. They possibly could be operating a salvage business. As of 11/11/25 some clean-up is completed. However, burning is now being done on the property. This issue was reported to the Health Department who turned it over to the EPA for investigation on 11/06/25. Second notice was sent 11/22/25.
- First violation letter was sent certified to 8011 Stine Rd, for trash, debris and inoperable vehicles on the property. Certified letter was accepted on 11/29/2025. Property owner has 30 days to comply.

Zoning Commission Board:

- At the meeting on 11/24/25 they approved the final draft of updates to the zoning codes and voted to send the draft to the Regional Planning Commission and the Prosecutor's Office for review. They will schedule a meeting once the reviews are complete, then forward it to the Oxford Township Board of Trustees for approval.

Zoning Appeals Board:

- BZA Case #2025-4 has been scheduled for 12/16/25 requesting a variance at 8180 Ashley Rd.

Current bills of \$250,780.99 were presented for approval and payment during December. After review, a motion was made by Hatten and seconded by Lewis to pay same. Vote: All yeas. Motion carried. (Cks -12795 - 12823 - \$29,735.53, Vchr. 103 - \$216,333.77, Vchr. 105 - \$2,710.76, Vchr. 106 - \$218.93, Vchr. 107 - \$20.00, Vchr. 108 - \$1,762.00. 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 Hatten to adjourn. Vote: All yeas. Motion carried. Meeting adjourned at 9:04 P.M.

Approved: _____ Chairman

Attest: _____ Fiscal Officer