

## RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of the Oxford Township Board of Trustees  
Held July 8, 2025 at 8:00 p.m., Page 716

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: Jim Viers, Road Maintenance Supervisor and Duane Matlack, Oxford Township Zoning Inspector.

Minutes of the June 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 with correction. Vote: All yeas. Motion carried. The bank statement and the bank reconciliation for June were reviewed and initialed by the trustees.

Financial Report – June 30, 2025, balances Total \$474,775.13

1000 - \$208,555.89 2031 - \$65,431.84 4951 - \$ 2,781.79

2011 - \$ 23,733.21 2041 - \$ 2,431.28 4952 - \$ 1,399.27

2021 - \$157,674.56 2231 - \$12,767.29 9001 - \$ 0.00

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

- Mosquito Control Program – When and why the Delaware Public Health District sprays for mosquitoes; trapping, spraying and larviciding.
- Agricultural Tire Collection – August 9, 2025 at the Morrow County Fairgrounds for residents of Delaware, Knox, Marion and Morrow Counties only. Call 419-751-2290 by August 1, 2025 to schedule an appointment.
- Food Options in the Community – They would like to hear feedback from the community to help understand what's working and what's not when it comes to food accessibility. They will meet with the community at BV East Elementary School on July 23, 2025 from 6:00 PM to 7:30 PM. Please contact the Delaware Public Health District at 740-368-1700 for other locations.

Fiscal Officer Leienberger presented the following Resolution No. 07-2025-11; A RESOLUTION TO RESCIND RESOLUTION NO. 06-2025-09. Resolution No. 06-2025-09 contained an omission necessary to fulfill the requirements to submit the levy renewal tax to the Board of Elections of Delaware County. A motion was made by Lewis and seconded by Hatten to rescind Resolution No. 06-2025-09 and adopt Resolution No. 07-2025-11. Vote: All yeas. Motion carried and resolution duly passed.

Due to Resolution No. 06-2025-09 being rescinded the following Resolution No. 07-2025-12 was presented; A RESOLUTION TO PROCEED WITH SUBMISSION OF THE QUESTION OF LEVYING A RENEWAL TAX IN EXCESS OF THE TEN-MILL LIMITATION FOR THE PURPOSE OF CURRENT EXPENSES. The tax is for current expenses at a rate not exceeding 0.6 mills for each one dollar of valuation, which amounts to \$15.00 for each \$100,000 of the Auditor's appraised value, for five (5) years and which the levy is a renewal of an existing levy of 0.6 mills commencing with the 2025 tax year, first due in calendar year 2026. A motion was made by Lewis and seconded by Hatten to adopt the Resolution No. 07-2025-12. Vote: All yeas. Motion carried and Resolution duly adopted. Fiscal Officer Leienberger is hereby directed to certify the levy to the Auditor and the Board of Elections, Delaware County, Ohio. Certification shall include copies of all of the following documents: Resolution of Necessity (Resolution No. 05-2025-08 adopted on May 13, 2025); and, Certification from the Auditor; and, this Resolution to Proceed (Resolution No.07-2025-12).

Fiscal Officer Leienberger presented the 2026 budget. After review and discussion by the trustees a motion was made by Hatten and seconded by Lewis to accept the 2026 budget as presented with an estimated budget of \$855,135.00. Vote: All yeas. Motion carried. Fiscal Officer Leienberger will send the 2026 budget to the Delaware County Auditor.

The following Resolution was presented; Resolution No. 07-2025-13, PRESERVATION PARKS OF DELAWARE COUNTY - COMMUNITY PARK & TRAIL GRANT PROGRAM – RESOLUTION OF AUTHORIZATION; That Oxford Township Board of Trustees approves filing an application for financial assistance to Preservation Parks for their Community Parks & Trail Grant Program, and; that Joyce Leienberger, Fiscal Officer is hereby authorized and directed to execute and file an application with Preservation Parks and to provide all information and documentation required to become eligible for possible funding assistance. Hatten moved the adoption of this Resolution No. 07-2025-13. Lewis seconded the motion. Vote: All yeas. Motion carried and Resolution duly passed.

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

### Zoning Permits:

- 6/24/2025 – Robin Edwards, 9119 US Highway 42; New 524 sq.' Garage
- 6/27/2025 – FECK Properties, 9232 St. Rt. 229; BZA Hearing

### Zoning Violation:

- A second violation letter as requested by the prosecutor's office was sent on 3/29/2025 by certified mail to J & J Auto Parts to clean up the area in front of their building This has been turned over to the prosecutor's office on 5/2/2025 for further action. Letter was sent from prosecutor's office after 5/20/2025. New photos were sent to the prosecutor's office on 7/7/2025.
- Violation letter was sent to 6029 Wheeler Rd. on 6/8/2025 after receiving a complaint about poor conditions of the exterior of property. Update as of 7/6/2025; The owner has been in contact and provided a response on why the property is in the shape it is in.
- Violation letter was sent to 8116 Ashley Rd. on 6/8/2025 after receiving a complaint that the owner is operating a landscaping business from the property. Update as of 7/6/2025; Owner has submitted an application to construct a 3000 sq.' detached garage on the property to store the equipment.

### Zoning Commission Board:

- At the meeting on June 25, 2025 the Zoning Commission Board continued to address the current Articles of Oxford Township's zoning. They reviewed Article 16 to 20. The next meeting is scheduled for August 27, 2025 at 7:00 P.M.

### BZA Board:

- There was a hearing on June 18, 2025; variance request for a garage at 9119 US Highway 42. It was approved by the board.
- There is a BZA hearing scheduled for August 20 2025 for a variance request at 2932 St. Rt. 229.

Current bills of \$31,326.97 were presented for approval and payment during July. After review, a motion was made by Hatten and seconded by Pittman to pay same. Vote: All yeas. Motion carried. (Cks -12639 – 12683 - \$26,043.77, Vchr. 57 - \$3,259.88, Vchr. 58 - \$205.65, Vchr. 59 - \$22.00, Vchr. 61 - \$1,472.47, Vchr. 62 - \$251.99, Vchr. 63 - \$71.21. 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 9:00 P.M.

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

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