

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of the Oxford Township Board of Trustees
Held March 11, 2025 at 8:00 p.m., Page 708

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

Roll call: James Hatten, absent; 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, Doug Riedel with the Delaware County Engineer's Office and John Hower with Rinehart, Walters & Danner Insurance Agency.

Approval of the February regular meeting minutes are tabled to the April meeting when all trustees can be present. The bank statement and the bank reconciliation for February were reviewed and initialed by the trustees.

Financial Report – February 28, 2025, balances Total \$426,239.64

1000 - \$196,343.24 2031 - \$41,363.91 4951 - \$ 2,747.60

2011 - \$ 24,904.08 2041 - \$ 2,406.28 4952 - \$ 1,382.09

2021 - \$146,175.30 2231 - \$10,917.14 9001 - \$ 0.00

John Hower with Rinehart, Walters & Danner Insurance Agency reviewed the townships upcoming insurance policy with Ohio Plan. After discussion a motion was made by Lewis and seconded by Pittman to renew the townships insurance policy with Ohio Plan through Rinehart, Walters & Danner Insurance Agency for another year effective from March 27, 2025 to March 27, 2026. Vote: All yeas. Motion carried.

Doug Riedel with the Delaware County Engineer's Office stated that the OPWC Grant application for Strine Rd. has been approved. Trustees asked what was being done to the road as compared to the work done on Piper Road. Doug stated Strine Road will have an asphalt overlay with pavement giving it more longevity. Bids for the project are due April 1, 2025 and the grant money will be available July 1, 2025. The road improvement on Strine Road will start after that. Doug also reviewed with trustees the Counties 2025-2026 Road Construction Guide. They are planning on doing three bridge replacements on Steamtown Road. Trustee Pittman informed Doug of a hole on the side of Ashley Road near the intersection of Shoemaker Rd.

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

- There is a District Advisory Council's Annual Meeting on March 20, 2025 at 6:45 P.M.
- There will be free monthly Car Seat Safety Clinics at Liberty Township Fire Department. Scheduling is by appointment only at 740-203-2079 or email at carseats@delawarehealth.org
- Reviewed the 2025 Special Collection Options for Electronics, Televisions and Household Hazardous Waste.
- Environmental Health Complaint Guide – Types of complaints that the health district staff may investigate.
- Discussed the 2025 Healthy Communities Micro-Grant guidelines and application.

Fiscal Officer Leienberger will be attending a Live-Virtual AOS Certified Public Records Training on April 10, 2025. A motion was made by Lewis and seconded by Pittman to also have Joyce Leienberger, Fiscal Officer be a designee for the following trustees; James Hatten, Steve Lewis and Craig Pittman for the AOS Certified Public Records Training. Vote: All yeas. Motion carried.

The Fiscal Officer received a new computer and printer from Auditor of State There was discussion in regards to the old computer and printer. Jim Viers stated he did not need them at this time. The fair market value of the computer and printer in the opinion of the board is two thousand five hundred dollars or less and can be sold by private sale, without advertisement or public notification per ORC 505.10 (A)(2). After further discussion it was agreed upon to sell the computer and printer to Randy Leienberger for \$50.00. Resolution will be prepared and presented at the April 8, 2025 meeting.

There was continued discussion from the February meeting regarding the hiring of a seasonal / part time employee. After further discussion and research regarding the position a motion was made by Lewis and seconded by Pittman to offer the position to Fred Neace contingent upon a successful driver's license background check. Wages will be \$22.00 per hour, up to 40 hours per week from April 1st to October 31st. No holiday pay or benefits. Vote: All yeas. Motion carried.

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

Zoning Violation:

- There was no communication from J & J Auto Parts by 2/13/2025 regarding the certified letter mailed to them to clean up the area in front of their building and it was turned over to the Delaware County Prosecutor's Office. He has not heard back from prosecutor's office. Sent new correspondence with photos on 3/10/25 to the prosecutor's office asking them for an update.

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Zoning Commission Board:

- The Zoning Commission Board met on 2/26/25 and reviewed the first five articles of the zoning codes. The next meeting is scheduled for March 19, 2025 at 7:00 P.M.

Duane also reviewed Article 6 and 7 of the Oxford Township Zoning Code with the trustees. He confirmed what is defined as agricultural use per the Ohio Revised Code 519.01 and when there can be an exemption for a building or structure per Ohio Revised Code 3781.061. Trustees agreed to the current language of the zoning code resolution. Duane will present these articles to the Zoning Commission Board at their March 19th meeting.

Current bills of \$20,540.09 were presented for approval and payment during March. After review, a motion was made by Lewis and seconded by Pittman to pay same. Vote: All yeas. Motion carried. (Cks -12526 – 12551 - \$15,973.40, Vchr. 20 - \$2,710.76, Vchr. 21 - \$241.30, Vchr. 22 - \$15.00, Vchr. 25 - \$1,332.12, Vchr. 26 - \$215.99, Vchr. 27 - \$51.52. 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 10:00 P.M.

Approved: _____ Chairman

Attest: _____ Fiscal Officer