

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of the Oxford Township Board of Trustees
Held February 3, 2026 at 8:00 p.m., Page 732

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

Roll call: Randy Leienberger, present; Steve Lewis, present; Craig Pittman, present. Also present: Jim Viers, Road Maintenance Supervisor, Duane Matlack, Oxford Township Zoning Inspector, John Hower with Rinehart, Walters & Danner Insurance Agency, Doug Riedel with the Delaware County Engineer's Office, Ameer Sword, Director of the Wornstaff Memorial Public Library and Andrew Wuertz, resident.

Minutes of the January organizational / 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: Lewis, yea; Pittman, yea; Leienberger, abstain. Motion carried. The bank statement and the bank reconciliation for January were reviewed and initialed by the trustees.

As an appointed trustee, Randy Leienberger was read the "Oath of Office" by Steve Lewis, Trustee. Randy Leienberger's Public Official Bond was signed by him and witnesses by Steve Lewis, Trustee. These documents and copy of these minutes are filed in the office of the fiscal officer.

Nominations were in order for the 2026 Chairman. A motion was made by Pittman and seconded by Leienberger nominating Steve Lewis as Chairman for 2026. Vote: Leienberger, yea; Pittman, yea; Lewis, abstain. Motion carried.

The meeting was turned over to Chairman Lewis.

Nominations were in order for the 2026 Vice Chairman. A motion was made by Lewis and seconded by Pittman nominating Randy Leienberger as Vice Chairman for 2026. Vote: Lewis, yea; Pittman, yea; Leienberger, abstain. Motion carried.

John Hower with Rinehart, Walters & Danner Insurance Agency reviewed the townships upcoming insurance policy with Ohio Plan. After discussion a motion was made by Pittman and seconded by Leienberger to renew the townships insurance policy with Ohio Plan through Rinehart, Walters & Danner Insurance Agency for another year effective from March 27, 2026 to March 27, 2027. Vote: All yeas. Motion carried.

Doug Riedel with the Delaware County Engineer's Office introduced himself to the newly appointed trustee, Randy Leienberger. Doug also stated that there is no update on our OPWC Grant application for Maloney Road at this time. He hopes to hear something in March. He informed the trustees that construction will start up again on St. Rt. 229 that will possibly affect some of our township roads. St. Rt. 229 will be closed at the Whetstone Bridge for approximately 60 days. There was further discussion regarding some issues with state and county roads in the township.

Ameer Sword, Director of the Wornstaff Memorial Public Library reviewed the library's 2025 Annual Report with the trustees: Visitors – 9,642; Computers used – 387 times; Wi-Fi used – 2,921 times; 1517 Questions answered; 215 Programs with 2,433 attendees; 15,908 Physical items borrowed and 1,901 Digital items borrowed. There was an increase in every category except Physical items borrowed. She also stated that the building renovations were almost complete. Thanks to a \$10,000.00 grant from the American Library Association's *Libraries Transforming Communities* and a \$34,000.00 grant from OTSCIF they were able to remove the front concrete stairs creating a flat and safer pathway around the building to the basement entrance. They also renovated the storytime and meeting rooms in the basement and had an updated bathroom installed.

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

- The District Advisory Council's Annual Meeting will be held March 19, 2026 at 7:00 P.M. at 470 S. Sandusky St., Delaware.
- The Delaware District Advisory Council is currently accepting letters of interest from people who would like to serve as a member of the Delaware Public Health District of Health.
- Free Overdose Prevention Tools; They offer a variety of opioid prevention supplies and services.

A motion was made by Lewis and seconded by Pittman nominating Randy Leienberger to be the Regional Planning Representative for 2026. Vote: Lewis, Yea; Pittman, Yea; Leienberger, abstain. Motion carried.

A motion was made by Leienberger and seconded by Pittman nominating Steve Lewis to be the Regional Planning Alternate Representative for 2026. Vote: Leienberger, Yea; Pittman, Yea; Lewis, abstain. Motion carried.

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Financial Report – January 31, 2026, balances Total \$444,280.28
1000 - \$203,740.76 2031 - \$ 9,143.31 4951 - \$ 2,839.95
2011 - \$ 28,183.46 2041 - \$ 2,431.28 4952 - \$ 1,428.51
2021 - \$180,713.62 2231 - \$15,799.39 9001 - \$ 0.00

Due to the appointment of Randy Leienberger as trustee an Account Agreement and Entity Authorization (signature card) were signed by the trustees and fiscal officer for the First Commonwealth Bank.

Oxford Township’s audit through Balestra & Company for the years 2023 & 2024 has been reviewed and accepted by the Ohio Auditor of State per ORC 117.26. The audit was clean with no findings

As a result of the First Amended Certificate of Estimated Resources for 2026 a motion was made by Lewis and seconded by Pittman to adopt the following Resolution No: 02-2026-02; BE IT RESOLVED BY THE BOARD OF TRUSTEES OF OXFORD TOWNSHIP, DELAWARE COUNTY, OHIO THAT TO PROVIDE FOR THE CURRENT EXPENSES FOR THE FISCAL YEAR ENDING DECEMBER 31, 2026 THE FOLLOWING FUNDS APPROPRIATIONS ARE TO BE INCREASED BY THE SAID AMOUNT.

1000	General Fund	\$ 90,000.00
2011	M. V. License Tax Fund	\$ 8,000.00
2021	Gasoline Tax Fund	\$ 60,000.00
2031	Road & Bridge Fund	\$ 3,900.00
2041	Cemetery	\$ 400.00
2231	Permissive Tax Fund	\$ 4,100.00
9001	Agency Library Fund	\$ 3,643.28
	Total	\$ 170,043.28

Vote: All yeas. Motion carried and resolution duly passed.

James Hatten and Joyce Leienberger, fiscal officer are the current authorized signers on the safety deposit box at The First Commonwealth Bank. Due to the retirement of James Hatten on December 31, 2025 a new trustee needs to be authorized as a signer for the safety deposit box. After discussion a motion was made by Lewis and seconded by Pittman to have the following as authorizing signers on the safety deposit box at the First Commonwealth Bank, Delaware Center branch; Joyce Leienberger, Fiscal Officer and Randy Leienberger, Trustee. Vote: Lewis, yea; Pittman, yea; Leienberger, abstain. Motion carried.

Duane Matlack, Oxford Township Zoning Inspector updated trustees in regards to the amendments to the Oxford Township Zoning Resolution by the Oxford Township Zoning Commission Board. Delaware County Regional Planning Commission approved the amendments at their January 29, 2026 meeting with recommendations of some changes. Lee Ann Forgrave with the Delaware County Prosecutor’s Office also reviewed the amendments and suggested changes in some of the language. The Oxford Township Commission Board is scheduled to meet again on February 18, 2026 at 7:30 P.M. to make further changes to the resolution. Lee Ann Forgrave will also be attending the meeting. Duane also stated that the Oxford Township Board of Appeals will be holding their organizational meeting on February 18, 2026 at 7:00 P.M.

There was further discussion in the resignation of Jennifer Necker as of February 28, 2026. Jennifer agreed to stay on as Oxford Township Zoning Secretary until the completion of the amendments to the Oxford Township Zoning Resolution. With further changes to be made to the resolutions amendments a motion was made by Lewis and seconded by Pittman to rescind the motion to accept her resignation as of February 28, 2026 from the November 11, 2025 meeting. Vote: All yeas. Motion carried.

Current bills of \$25,941.07 were presented for approval and payment during February. After review, a motion was made by Pittman and seconded by Lewis to pay same. Vote: All yeas. Motion carried. (Cks -12864 – 12897 - \$20,818.90, Vchr. 9 - \$2,637.33, Vchr. 10 - \$25.50, Vchr. 11 - \$339.81, Vchr. 12 - \$553.50, Vchr. 15 - \$1,271.30, Vchr, 16 - \$247.92, Vchr. 17 - \$46.81. 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 Leienberger and seconded by Lewis to adjourn. Vote: All yeas. Motion carried. Meeting adjourned at 9:27 P.M.

Approved: _____ Chairman

Attest: _____ Fiscal Officer