

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of the Oxford Township Board of Trustees
Held June 9, 2026 at 8:00 p.m., Page 740

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

Roll call: Randy Leienberger, present; Steve Lewis, present; Craig Pittman, present. Also present: Jim Viers, Road Maintenance Supervisor, Duane Matlack, Oxford Township Zoning Inspector and Doug Riedel with the Delaware County Engineer's Office.

At this time Steve Lewis, Chairman opened the floor for a **Public Hearing** regarding the proposed text amendments to the Oxford Township Zoning Code as per the ORC 519.12. Duane Matlack, Oxford Township Zoning Inspector stated he has been reviewing all articles along with Lee Ann Forgrave with the Delaware County Prosecutor's Office and the Oxford Township Zoning Commission Board. Delaware County Regional Planning approved the text amendments on January 29, 2026. There were mostly word changes recommended by Lee Ann Forgrave along with a few minor changes. All development codes stay the same. The Public Hearing was published in the Delaware Gazette. There have been no calls and no visitors attended. A motion was made by Leienberger and seconded by Pittman to close the Public Hearing for Proposed Text Amendments to the Oxford Township Zoning Code. Vote: All yeas. Motion carried.

Minutes of the May regular meeting were previously read by each trustee and a motion was made by Leienberger and seconded by Pittman to approve the minutes as read and presented. Vote: Pittman, yea; Leienberger, yea; Lewis, abstain. Motion carried. The bank statement and the bank reconciliation for May were reviewed and initialed by the trustees.

Trustees then reviewed the proposed text amendments to the Oxford Township Zoning Code. Lewis questioned the wording on Article 6, Section 6.02 – Agriculture. The second sentence reads as follows: *Information **shall** **may** be required to be provided to the Zoning Inspector showing that a proposed use qualifies as an agricultural exemption.* The words; shall and may are used together in the sentence. This does not follow the Ohio Revised Codes. After further discussion it was agreed upon to strike the word **shall** from the sentence. It will read as follows: *Information **may** be required to be provided to the Zoning Inspector showing that a proposed use qualifies as an agricultural exemption.* Resolution No. 06-2026-05 IN THE MATTER OF ADOPTING TEXT AMENMENTS TO THE OXFORD TOWNSHIP ZONING RESOLUTION, a motion was made by Lewis and seconded by Pittman to adopt Resolution No. 06-2026-05 and approve the proposed text amendments to the Oxford Township Zoning Code based on the modification (striking the word shall) of the second sentence in Article 6, Section 6.02 – Agriculture. The effective date of this resolution is July 9, 2026. Vote: All yeas. Motion carried. Resolution duly passed.

Financial Report – May 31, 2026, balances Total \$522,081.60
1000 - \$246,342.36 2031 - \$33,163.31 4951 - \$ 2,869.90
2011 - \$ 28,403.35 2041 - \$ 2,431.28 4952 - \$ 1,443.55
2021 - \$189,928.33 2231 - \$17,499.52 9001 - \$ 0.00

Doug Riedel with the Delaware County Engineer's Office discussed the OPWC 2026 grant for Maloney Road. Description of work is as follows: 2" asphalt overlay with full depth shoulder widening and localized pavement planing. Bids for the grant are opening soon and Doug stated he will have the information for us at the July 14, 2026 meeting along with an agreement contract to be signed by the trustees. Doug also discussed applying for an OPWC Grant for 2027. After further discussion a motion was made by Leienberger and seconded by Lewis to move forward with applying for a 2027 OPWC Grant for McCurdy Road. Vote: All yeas. Motion carried. Doug just needs a REA form completed before he can start the application process.

The following Resolution No. 06-2026-4 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 GENERAL CONSTRUCTION, RECONSTRUCTION, RESURFACING AND REPAIR OF ROADS AND BRIDGES. The tax is for road and bridge expenses at a rate not exceeding 1.2 mills for each one dollar of valuation, which amounts to \$30.00 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 1.2 mills commencing with the 2026 tax year, first due in calendar year 2027. A motion was made by Pittman and seconded by Leienberger to adopt the Resolution No. 06-2026-4. 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. 05-2026-03 adopted on May 12, 2026); and, Certification from the Auditor; and, this Resolution to Proceed (Resolution No.06-2026-04).

With the completion of the text amendments to the Oxford Township Zoning Resolution, Jennifer Necker has turned in her resignation as of May 31, 2026. Duane Matlack, Oxford Township Zoning Inspector praised her work and dedication as secretary. Along with the trustees they thank her for her wonderful service to the township and all she done for the community. Abigail Bales will remain as the Oxford Township Zoning

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Secretary. A motion was made by Leienberger and seconded by Pittman to accept Jennifer Necker's letter of resignation as of May 31, 2026. Vote: All yeas. Motion carried.

At this time with the completion of the text amendments to the Oxford Township Zoning Resolution from the Zoning Commission Board, a motion was made by Lewis and seconded by Pittman to appoint Dave Wheeland to the Oxford Township Zoning Commission Board for a term of five years to expire on December 31, 2030. Vote: All yeas. Motion carried.

Jim Viers, Road Maintenance Supervisor, has completed the replacement of the following veteran headstones at Winsor Cemetery: David Kyrk, Chauncy McGonigle and Hiram Wheeler. He also properly placed George Aldrich's headstone in the correct position. Fabia Taylor with the Delaware County Veterans Service also notified us that J.W. Jenkins' veterans' headstone at Gavitt Cemetery has been fixed. She included pictures. She will now start the cleansing of the stone but stated it may take a while.

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

Zoning Permits:

- 5/16/2026 – Recreation Unlimited, 7700 Piper Rd., 19,070 Sq.” Commercial Pool
- 5/16/2026 – James Church, 5335 Maloney Rd., 778 Sq.” Room Addition

Issued Agricultural Exemptions:

- 5/20/2026 – Vic Olszewski, 2163 Leonardsburg Rd., 14' x 24' Skid Building for Viticulture
- 6/08/2026 – Andres Wuertz, 8701 Strine Rd., 68' x 80' Pole Barn for Livestock

Zoning Violation:

- Strine Road violations are being turned over to the Prosecutors Office for further action. No improvements noted during inspection on 4/13/2026. No update as of 6/8/2026.
- 6/7/2026 - Contacted Health Department to discuss property at 8895 U.S. Highway 42 N. regarding living in trailers on the property.

Duane Matlack discussed his retirement with the trustees and turned in a resignation letter effective September 6, 2026. He stated he is incredibly grateful for the opportunity to have served the community in his role for the past 19 years. Trustees expressed how his wisdom, and unwavering commitment have had a lasting and meaningful impact on the community, and they express their sincere gratitude for his many years of exceptional service and contributions to the residents of Oxford Township. A motion was made by Leienberger and seconded by Pittman to reluctantly acknowledge receipt of the written resignation of Duane Matlack, Oxford Township Zoning Inspector, and to accept his resignation effective at the end of the day on September 6, 2026. Vote: All yeas. Motion carried.

Per the Ohio Revised Code 9.64, enacted in HB 96 the following Resolution No. 06-2026-06 was presented: RESOLUTION ADOPTING A CYBERSECURITY POLICY. Pursuant to ORC 9.64, the policy is confidential and shall not be shared outside the Township departments, employees and relevant contractors. A motion was made by Leienberger and seconded by Pittman to adopt and approve Resolution No, 06-2026-06, The Oxford Township Cybersecurity Policy dated June 9, 2026 Vote: Leienberger, yea; Pittman, yea; Lewis, abstain. Motion carried and resolution duly adopted.

Current bills of \$23,714.11 were presented for approval and payment during June. After review, a motion was made by Lewis and seconded by Leienberger to pay same. Vote: All yeas. Motion carried. (Cks -12979 – 13008 - \$17,629.28, Vchr. 48 - \$4,041.23, Vchr. 49 - \$184.61, Vchr. 50 - \$20.50, Vchr. 52 - \$1,459.54, Vchr. 53 - \$302.84, Vchr. 54 - \$76.11. 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 Pittman to adjourn. Vote: All yeas. Motion carried. Meeting adjourned at 9:43 P.M.

Approved: _____ Chairman

Attest: _____ Fiscal Officer