RECORD OF PROCEEDINGS

Minutes of the Special Meeting of the Oxford Township Board of Trustees
Held October 26, 2026 at 8:00 p.m., Page 751

The purpose of this special meeting is to discuss the appointment of a public employee or official and to conduct any other township business, if necessary, of the Oxford Township Board of Trustees.

The special 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.

Trustee Lewis presented a Zoning Inspector Job Description for Oxford Township. It detailed the following; Position Description, Position Purpose, Authority, Essential Duties and Responsibilities, Agricultural Uses and Exemptions, Professional Standards, Minimum Qualifications, Working Conditions, Appointment and Compensation, Supervision and Evaluation, and Disclaimer. After discussion a motion was made by Leienberger and seconded by Lewis to adopt the Zoning Inspector Job Description for Oxford Township. Vote: All yeas. Motion carried.

There was discussion in regards to the two applicants that applied for the part-time vacant Oxford Township Zoning Inspector position. After further discussion a motion was made by Leienberger and seconded by Pittman to offer the Part-Time Oxford Township Zoning Inspector position to Jean-Sebastien Bernaert with a monthly compensation of $800.00 pursuant to Ohio Revised Code Section 519.16 and subject to the terms outlined in the Offer of Employment letter. Vote: All yeas. Motion carried.

Fiscal Officer Leienberger informed trustees that Tim Harrel's term on the Oxford Township Board of Appeals will expire on December 31, 2026. This will complete his second term on the Board of Appeals. A board member can only serve two consecutive terms but can be appointed to the Zoning Commission Board. Paul McCurdy's term on the Oxford Township Zoning Commissions Board will expire on December 31, 2026. This will complete his second term on the Zoning Commissions Board. A board member can only serve two consecutive terms but can be appointed to the Board of Appeals. Trustee Leienberger will reach out to Tim Harrel and Paul McCurdy regarding their expiring terms.

Trustee Leienberger gave an update regarding the Maloney Road issue. The road has experienced some pavement failures due to the truck traffic hauling material from Addison Farms Development. Leienbeger called Doug Riedel with the Delaware County Engineer's Office and Doug stated that it would be very costly to have The Shelly Company repair the road. The road has already been approved for an OPWC grant to repave and widen in 2027. It was decided upon to do a temporary fix by digging it down to the base and filling it in with stone. This should hold up until the OPWC project starts.

The Delaware County Engineer's Office responded to a REA (Request for Engineering Assistance) to size a culvert replacement for Whipple Road. They suggested replacing the existing culvert with either a 12" or 18" round. They recommend the 18". Leienberger stated he would check the road and culvert to see if there is enough cover for an 18" culvert before purchasing one.

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 8:40 P.M.

Approved: _____ Vice Chairman

Attest: _____ Fiscal Officer