# RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of the Oxford Township Board of Trustees
Held September 8, 2026 at 8:00 p.m., Page 746

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, Doug Riedel with the Delaware County Engineer's Office, Abbey Trimble with the Delaware Public Health District, Amee Sword, Director of the Wornstaff Memorial Public Library and Peter Hoffmannbeck, Land Owner.

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

Financial Report – August 31, 2026, balances Total $496,775.57

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|---|---|---|
| 1000 - $212,587.22 | 2031 - $33,163.31 | 4951 - $ 2,893.31 |
| 2011 - $ 30,334.13 | 2041 - $ 2,431.28 | 4952 - $ 1,455.15 |
| 2021 - $194,845.89 | 2231 - $19,065.28 | 9001 - $ 0.00 |

Peter Hoffmannbeck has purchased land on Whipple Road and will be building in one to two years. He wanted to introduce himself to the Board of Trustees.

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

- Invitation to a County Trail Forum on October 1, 2026, 8:30 A.M. to 11:30 A.M. This forum is intended to bring together representatives from across the county to share information, align planning efforts and goals, and strengthen trail development and connectivity.
- Shared the 2025 Annual Accidental Overdose Report.
- There will be a Drive-Thru Flu Clinic on Thursday, October 15, 2026, 2:45 P.M. to 5:30 P.M. at Big Walnut Middle School.
- The Delaware Suicide Prevention Coalition is holding their 15th Annual Suicide Prevention Walk on September 12, 2026, 9:00 A.M. to 12:00 P.M. at Ohio Wesleyan University, 40 N. Roland Avenue.
- There will be Walk-in Clinics at the fair Sunday through Wednesday; Flu Shots, Blood Pressure Checks, Glucose & Cholesterol Screenings. Look for the Mobile Unit on the east side of the Merchant's Building.
- Step Into Senior Day at the fair. September 22nd at 10:00 A.M. to 11:00 A.M. for a 1-mile walk. Starting at the Delaware Public Health District Mobile Unit on the east side of the Merchant's Building.
- Free Tire Disposal; October 3, 2026, 9:00 A.M. to 12:00 P.M. at the Delaware County Fairgrounds. Max limit is 10 passenger tires, rim size 13" to 24".

Amee Sword, Director of the Wornstaff Memorial Public Library updated trustees on the following:

- There has been 3400 Poppy Flowers made and we are asking for volunteers to help tie them to a netting. When completed they will be on display at The American Legion and the Wornstaff Memorial Public Library for Veteran's Day. Volunteers can contact the library for times to work on this project.
- The summer programs have come to an end. There were 61 kids that read 1600 hours; ages 1st grade to 12 years old. 6 teens completed the program and 33 kids participated at Storytime. Storytime will start up again on Thursday, September 10, 2026.

Doug Riedel with the Delaware County Engineer's Office reviewed the documents regarding the application for the 2027 OPWC grant for McCurdy Road. This will be a shared project with Brown Township. Brown Township has 0.26 miles of McCurdy Road with an estimate cost of $2,218.84. Oxford Township has 1.65 miles of McCurdy Road with an estimate cost of $43,764.37 along with a $6,000.00 contingency. Delaware County's cost is $137,949.63 along with a $18,000.00 contingency. The OPWC grant is for $523,501.16 with a total project cost of $731,434.00. There was a motion made by Leienberger and seconded by Pittman to designate Steve Lewis, Trustee as the authorized Oxford Township representative and signer of the 2027 OPWC grant project. Vote: Leienberger, yea; Pittman, yea; Lewis, abstain. Motion carried. Lewis signed the Authorizing Legislation document. A Cooperative Project Agreement between the Delaware County Engineer's office, Brown Township and Oxford Township was signed by the trustees. Fiscal Officer Leienberger signed the Certification of Local Funds in the amount of $50,000.00 from the Road & Bridge Fund and Gasoline Tax Fund. Doug Riedel will move forward with the application process.

Doug Riedel presented the following contracts;
A Snow and Ice Control Agreement for Bishop Road between Marlboro, Troy and Oxford Townships. This contracts states that Oxford Township agrees to provide snow and ice control, including plowing, salting, applying brine or other treatments, or otherwise removing snow and ice on Bishop Road, between Horseshoe Road and Steamtown Road. This agreement is for only snow and ice removal. A motion was made by Lewis and seconded by Pittman to approve and sign by resolution the Snow and Ice Control Agreement for Bishop Road. Vote: All yeas. Motion carried and resolution duly passed.

A Snow and Ice Control Agreement for Sherwood Road between Troy and Oxford Townships. This contracts states that Troy Township agrees to provide snow and ice control, including plowing, salting, applying brine or other treatments, or otherwise removing snow and ice on Sherwood Road, between Horseshoe Road and Steamtown Road. This agreement is for only snow and ice removal. A motion was made by Lewis and seconded by Pittman to approve and sign by resolution the Snow and Ice Control Agreement for Sherwood Road. Vote: All yeas. Motion carried and resolution duly passed.

To follow up from the August meeting regarding the possibility of having recycling bins at the township park the following information was obtained. The DKMM Solid Waste District says the trailer with compartments used by Peru Township is contracted with Mid-Ohio in Morrow County. Delaware County is contracted with Rumpke and they do not offer the smaller trailer. Oxford Township would have 3 or 4 bins at 8 yards a piece. The DKMM Solid Waste District is concerned if there is sufficient space at Oxford Park for the bins. If there is sufficient space there would be no cost to the township other than putting in a pad for the bins. This could be concrete or gravel. Also, when renewing our contract with Rumpke for weekly trash pick-up for the resident's trash we could add curb side recycling for the residents. This would be an extra cost to the residents. Rumpke's Transfer Station located at 888 U.S. 42 N., Delaware, Ohio does have recycling bins free to the public.

Preservation Parks of Delaware County has made $100,000.00 available for all entities in their Community Trail Improvement Grant Program (CTIG). Grant applications are due October 1, 2026. There was discussion regarding the resurfacing of the Oxford Township's driveway and parking lot. After further discussion a motion was made by Pittman and seconded by Lewis to proceed with the application for grant funding through the Preservation Parks of Delaware County for the purpose of resurfacing the township's driveway and parking lot. Vote: All yeas. Motion carried.

The following Resolution was presented; Resolution No. 09-2026-08, PRESERVATION PARKS OF DELAWARE COUNTY COMMUNITY PARK AND 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 and application with Preservation Parks and to provide all information and documentation required to become eligible for possible funding assistance. Lewis moved the adoption of this Resolution No. 09-2026-08. Leienberger seconded the motion. Vote: All yeas. Motion carried and Resolution duly passed.

Jim Viers stated that the dumpster at the park is rusting out on the bottom and is concerned it will break through. Fiscal Officer Leienberger will contact Rumpke regarding a replacement.

There was discussion regarding the resignation of Duane Matlack, Oxford Township Zoning Inspector as of September 6, 2026. Due to the September meeting being held on September 8, 2026 a motion was made by Leienberger and seconded by Pittman to extend his resignation to September 8, 2026. Vote: All yeas. Motion carried. Also due to Duane Matlack's resignation a motion was made by Leienberger and seconded by Lewis to post an advertisement for a new zoning inspector on the website. Vote: All yeas. Motion carried.

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

- 8/17/2026 – Robert Ginther, 6196 St. Rt. 229, 1,995 Sq.' New Residence

Issued Agricultural Exemptions:

- 8/25/2026 – Randy Leienberger, 5344 Steamtown Rd., 8,000 Sq.' Storage Building

Zoning Violation:

- Letters have been sent by the Prosecutors Office for both properties on Strine Road. Letter for 7861 Strine Rd. came back unclaimed. Letter will be re-sent. Receipt was received for 8011 Strine Rd.
- Contacted Health Department to discuss property at 8895 U.S. Highway 42 N. in regards to living in trailers on the property. Clean-up has been done on the property. One trailer was demoed on site and one appears to be unoccupied. Needs to be watched for further clean-up.

Trustee Leienbeger received an inquiry regarding the water & sewage in Wooley Park. After verifying with the Village of Ashley the water and sewage is supplied and billed by the Village of Ashley.

There was a discussion regarding a culvert on Whipple Road between Shoemaker and Steamtown. It appears the culvert may be undersized and the berm is deteriorating on the woods side of the road. After further discussion a motion was made by Leienberger and seconded by Lewis to turn in an REA (Request for Engineering Assistance) to the county to determine the proper culvert size. Vote: All yeas. Motion carried. Lewis will contact the Delaware County Engineer's Office.

Current bills of $23,591.27 were presented for approval and payment during September. After review, a motion was made by Pittman and seconded by Lewis to pay same. Vote: All yeas. Motion carried. (Cks -13080 – 13108 - $18,193.04, Vchr. 76 - $3,348.71, Vchr. 77 - $213.67, Vchr. 78 - $21.50, Vchr. 81 - $1,452.92, Vchr. 82 - $285.88, Vchr, 83 - $75.55. 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 Leienberger to adjourn. Vote: All yeas. Motion carried. Meeting adjourned at 9:15 P.M.

Approved: _____ Chairman

Attest: _____Fiscal Officer