

Oxford Township Trustees
Minutes Regular Board Meeting
October 13, 2025

ITEM

1. Call to Order

111-25

President Gary Salmon called the meeting to order at 6:30p.m.

Special Note: The visual recording of Go To Meeting was not operational. Only audio recording was done.

2. Pledge of Allegiance

112-25

Mr. Tom Cooke led the group in the Pledge of Allegiance

3. Approval of Agenda

113-25

Ms. Pennock motioned to approve the Agenda and Ms. Rousmaniere seconded. Changes and additions approved.

Mr. Salmon...Aye

Ms. Pennock ...Aye

Ms. Rousmaniere...Aye

Motion carried 3-0 votes

4. Approval of Minutes

114-25

Ms. Rousmaniere motioned for Approval of the September 8, 2025 minutes, Ms. Pennock seconded with changes and additions as noted in the Minutes .

Mr. Salmon ...Aye

Ms. Pennock...Aye

Ms. Rousmaniere... Aye

September 8, 2025 Regular Meeting Minutes Approved with a 3-0 vote.

5. Recognition of Guests

115-25

Ms. Valerie Edwards-Elliott attended virtually representing the League of Women Voters. In attendance were President, Mr. Gary Salmon, Vice President, Ms. Norma Pennock, and Trustee, Ms. Kate Rousmaniere, Fiscal Officer, Roger M. Van Frank, Road Superintendent, Johnny Smith, and Township Citizen Tom Cooke.

6. Fiscal Officer Approval Items

116-25

i. Approval of Financial Reports

Fiscal Officer presented the monthly Fiscal Reports and balances. Advised the Bank Reconciliation was reconciled with the UAN balances.

Ms. Pennock motioned to accept the Fiscal Reports for the date ending September 30, 2025, Ms. Rousmaniere seconded the motion,

Mr. Salmon...Aye

Ms. Pennock...Aye

Ms. Rousmaniere...Aye. The motion carried with a 3-0 vote.

ii. ARPA Update Remaining Funds

Fiscal Officer Van Frank reviewed the remaining funds for each sub grant in the ARPA fund to the Oxford Senior Citizens (\$41772.40)and TOPSS (\$11,490.79).

7. Resolution 117-25 Deferred Compensation Membership 117-25

The resolution 117-25 Deferred Compensation Membership was motioned for acceptance for the Oxford Township to become and to offer Deferred Compensation to those employees interested and for the Fiscal Officer to organize this new membership. Ms. Pennock motioned and Ms. Rousmaniere seconded the motion. Mr. Salmon advised to call the Role,

Mr. Salmon... Yes

Ms. Pennock... Yes

Ms. Rousmaniere... Yes

Mr. Van Frank declared Resolution 117-25 passed with a 3-0 vote.

8. Resolution 118-25 Culvert Replacement/Repair 2025-26 118-25

Ms. Pennock motioned to approve the 2025-266 Culvert repairs as presented and Ms. Rousmaniere seconded the motion to pass Resolution 118-25. Mr. Salmon advised to call the Role: Mr. Salmon... Yes, Ms. Pennock ... Yes, Ms. Rousmaniere... Yes. Mr. Van Frank declared that resolution 118-25 passed by a 3-0 vote.

9. Standing Items 119-25

- i. Maintenance Report
Please review the attached reports
- ii. Police Report
Please review the attached reports presented by Ms. Powell.
- iii. Committee Reports
Please review the attached reports

10. Other Items 120-25

- i. Nuisance Properties
5335 Hillcrest Dr. Mr. Salmon saw vehicles and dumpster in yard and Ms. Pennock would like to follow up in writing with the home owners. Next Nuisance property the Big Maples Farm. Mr. Salmon met with all parties, Land Bank, Attorneys and owners of property, (?). Land Bank will have their meetings to propose that Oxford Township initially pay for the cleanup after it is declared a nuisance property and then be reimbursed for the price of the cleanup. Then the Land Bank puts a lean on the property with the intent to sell it at a later date. Third nuisance property on Booth Road. The owners may have moved from relatives' residence to a Cincinnati area address unknown at this time. An email was sent by Mr. Salmon for an update with no reply to date. Possibly inform the owners of the Booth Road site and again involve the Land Bank. Ms. Pennock will attempt to find phone numbers of the landowners. Further discussion followed about Land Bank Options.
- ii. Final Update Metro Parks Community Grant
Payment of 1500 was made directly to our account from Metro Parks Funds. All work is completed. Final detail was a short narrative for the newspaper and website. Statement was presented and approved.

iii. BREC safety training October 30,2025 (9-11a.m.)

A head count of personnel will be presented to BREC for their safety training.

iv. Springwood culvert

The date of replacement has not been determined. Discussion followed.

v. BCEO meeting date

January and February meeting dates were discussed.

vi. BREC grants

Township was advised the grant was not successful in the grant application for this period and will submit again in 2026.

11. Approval to Sign Checks and Purchase Orders

121-25

Ms. Pennock motioned to sign Checks and Purchase Orders. Ms. Rousmaniere seconded.
Mr. Salmon...Aye
Ms. Pennock ...Aye
Ms. Rousmaniere... Aye
Motion carried with a 3-0 vote.

12. Executive Session

None

122-25

13. Adjournment

123-25

Motion made by Ms. Rousmaniere to adjourn at 7:04 pm, Ms. Pennock seconded.
Mr. Salmon ...Aye
Ms. Pennock...Aye
Ms. Rousmaniere...Aye
Motion carried 3-0 and the meeting was adjourned at 7:04 pm.

Next meeting of the Oxford Township Trustees will be on November 10, 2025 at 6:30 p.m. at the Oxford Township Offices.