

Oxford Township Trustees
Regular Board Meeting Minutes
August 11, 2025

ITEM

1. Call to Order 89-25
President Salmon called the August 11, 2025 Oxford Township meeting to order at 6:30 p.m.
2. Pledge of Allegiance 90-25
Chief Patrick Piccioni led the group in the Pledge of Allegiance.
3. Approval of Agenda 91-25
Ms. Pennock motioned to approve the agenda. Ms. Rousmaniere seconded the motion. Additions requested along with correction of numbering on the July and August agendas. Discussion followed about the numbering. Motion carried for approval with a 3-0 vote.
Mr. Salmon..... Aye
Ms. Pennock Aye
Ms. Rousmaniere...Aye
4. Approval of Minutes 92-25
 - i. July 14, 2025 Regular Meeting Minutes Approval was tabled until the September 8, 2025 regular meeting. Tabled due to computer and network issues that the Fiscal Officer was having in the previous week.
5. Recognition of Guests 93-25
Valerie Edwards-Elliott attending virtually for the League of Women Voters. Attending are Mr. Tom Cooke township resident, Mr. Gary Salmon, Township Trustee, Ms. Norma Pennock, Township Trustee, Ms. Kate Rousmaniere, Township Trustee, Mr. Roger M. Van Frank, Fiscal Officer, Chief Patrick Piccioni, Oxford Township Police Department and Mr. Johnny Smith, Road superintendent, all attending in person.
6. Fiscal Officer Approval Items 94-25
 - i. Approval of Financial Reports
Fiscal Officer presented the financial reports as printed copies were given to the trustees. Hard copies presented to the trustees since the township is 7 months into the fiscal year. Ms. Pennock motioned to approve the financial reports ending August 31, 2025. Ms. Rousmaniere seconded. Motion carried with a 3-0 vote
Mr. Salmon.....Aye
Ms. Pennock.....Aye
Ms. Rousmaniere....Aye
7. Standing Items 95-25
 - i. Maintenance Report
Please see attached Report
 - ii. Police Report
Please see attached Report
 - iii. Committee Reports
Please see attached Reports

8. Other Items

96-25

i. Nuisance Property

Contact the owners of the property identified by letter and advise them the best way to contact the Trustees along with the best way for Trustee Salmon to contact them by USPS. Neighbors are concerned about surrounding property values. New discussion about ownership of property on Hazel Drive. House has been removed. Trailer now sitting in drive of Hazel address.

ii. Update Metro Parks Community Grant

This item was discussed in Road Superintendent Smith's report. The bench has been ordered through Barco Products.

iii. Roof Replacement

Completed in one day. Check presented for payment at this meeting. Roof needs to be inspected by the city prior to check being presented to the Butler County Construction. Trustee Pennock will coordinate the delivery of payment.

iv. Butler Rural Grant Application

Ms. Pennock will send the completed grant to Butler Rural.

v. Amtrak Rail Platform

General mail box letter from Scott Otto. If anyone has comments with regards to the platform location for Amtrak as a Small tract of land needs to be procured. Location is shown on attached map. Formal response can be sent to Mr. Otto. Discussion about foot traffic around the office area was discussed due to the proximity of the proposed platform area location.

vi. City Planning.

Brief discussion in response to Sam Perry's suggestion that City and Township share information in a timely manner related to any proposed developments on the City/Township boundary.

9. Approval to Sign Checks and Purchase Orders

97-25

Motion to sign Warrants and Purchase Orders was made by Ms. Rousmaniere. Second by Ms. Pennock.

Mr. Salmon....Aye

Ms. Pennock....Aye

Ms. Rousmaniere...Aye

Motion carried with a 3-0 vote.

10. Executive Session

98-25

None needed.

11. Adjournment

99-25

Motion was made to adjourn the meeting at 7:16 p.m. by Ms. Pennock. Second was made by Ms. Rousmaniere.

Mr. SalmonAye

Ms. Pennock....Aye

Ms. Rousmaniere....Aye

Motion was passed with a 3-0 vote.

Next meeting of the Oxford Township Trustees will be September 8, 2025 at the Township Office beginning at 6:30 p.m.

Dated: September 8, 2025

Trustee President, Gary Salmon _____

Trustee Vice President, Norma Pennock _____

Trustee, Kate Rousmaniere _____

Fiscal Officer Roger M. Van Frank _____