Oxford Township Meeting Minutes

Regular meeting  
July 9, 2024 6:30 pm

At 6:30 pm, everyone stood for the Pledge of Allegiance. Following the pledge, Chairperson Mike Miller called the meeting to order with Peggy, Paula, Linnea, Harlan, Mike, and Jennifer present at the town hall.

**Public Forum**

Danielle Weiner stood to talk about the first Oxford market day. She reported that it was 2 weeks ago and that it was very well attended (over 60 people!). Going forward, Oxford will host more market days in the town hall parking lot on the 4th Tuesdays of the month through the summer. So far, there are 5 vendors lined up for July, including homemade bread, jewelry, lemonade and more! There will be free meals for veterans and seniors sponsored by Shermik Tree Farm. In September, a representative from the library will be here to read for the kids. Jennifer Perkins added that she really appreciates that Danielle organized this and of the 60 + people that showed up, there were a lot of seniors and she felt it was great community building. Jennifer also pitched a mosquito salve that is awesome and gave a shout out to one of the families that contributed live music sung by their children. If anyone is interested in being a vendor for an upcoming market, please contact Danielle.

Gloria McDonnell stood to talk about the vote coming up on the 5 person board question. In August, Oxford will be voting on whether or not to add 2 more members to the board. She stated that she still hasn’t heard what the extra board members will do and feels that moving to a 5 person board is short sighted if we are only changing to get votes to go a different way. She touched on the “supervisors can’t talk to each other outside of the meeting” argument and feels that statement is not exactly true. She stated that members can communicate information, but not make decisions outside of the regular meeting time. She said that it is a good thing to keep the discussions at the regular meeting for transparency. The board is allowing the public to be recognized during the meeting and this means all discussion can happen at our regular meetings. She stated that adding 2 supervisors will add another $2400 minimum per year and that there will probably be more legal fees as well as more training meetings. In March, a lot of people voted to drastically decrease our levies so that their taxes will go down. Gloria called the county and found that the savings per household on average will only be about $19 - 47 a month. She is asking everyone to consider this carefully and ask for information before they vote on this question.

**Oxford Board Business**

Approve agenda

***Action requested: Supervisor approval of the July 2024 agenda***

Jennifer Perkins made a motion to accept the agenda with the addition of one topic to the agenda regarding National Night out. Harlan Bellin seconded the motion. Motion passed.

Clerk’s report

***Action requested: Approve the minutes of the June regular meeting.***

Jennifer requested that her motion on the budget be amended to be “approval of budget, schedule, and the vendors listed.” Also a question from Paula on the town maintenance quotes was confirmed that it was not discussed last month. Jennifer Perkins made a motion to approve the June regular meeting minutes with the above listed changes, and Mike Miller seconded the motion. The motion passed.

Treasurer’s report

***Action requested: Approve the accounts receipts and payables for the month of June 2024***

Peggy reported that the July settlement check was received, and that the PNP reimbursement was approved minus the mileage claims. She went through the list of disbursements and Mike Miller made a motion to approve. Jennifer Perkins seconded the motion and the motion carried.

**Roads**

* Pigeon Loft update Mike

Mike reported that Knife River has finished up the base and there was 31 tons of additional asphalt needed. However, they needed less gravel than anticipated so it evened out and they are still on budget. The paving is going a bit slower than anticipated partly due to having to take a break during the showers yesterday. Our supervisors have been on the road and so far no one has any concerns. Mike reported that the pavement on one of the driveways was thin, so when merging with the road their pavement cracked. Bob from Knife River is going to have them cut the asphalt to better line up the road with the driveway. In addition, Mike had Knife River move the turnaround about 30 feet so the radius will allow a bus to make the turn. Next Monday and Tuesday the course wear will be done, and the following week they will complete the shouldering.

* Monthly Road report Jennifer/Mike

Josh Anderson has been busy this past month and has done a good job. He has also been picking up garbage and filled in a sink hole. Mike from Gustafson’s group graded 12 roads and it was his first time out for our township. He’s still getting the lay of the land, and open to feedback. Jennifer reported that the mower was also out and did all the roads except for Pigeon Loft since that was being worked on by Knife River. The person mowing identified areas where brush mowing would be needed and gave that information to Jennifer for the board to discuss next.

* Road grading contract Jennifer

Bob Ruppe went through Oxford’s contract with Gustafson Excavation and approved it. Mike made a motion to approve the contract and Harlan seconded the motion. The motion carried, and Linnea and Mike will sign the contract after the meeting.

* RFP for Road Improvement Plan – Jennifer

Bob Ruppe also looked at the Road Improvement RFP and gave some suggestions. Mike asked if this could be tabled until August so he can have more time to review. Linnea will put this on August agenda.

**Old Business**

* Isanti Fire District update Harlan

There were 38 runs in May which is a decrease from last year. There was an inspection and all equipment passed. The Isanti rodeo sponsored by the fire district was this past weekend and had good attendance. The district bought a thermal imaging camera for engine 1 station 1 and they plan to order a new rescue truck. They had money left over from last year and with the trade in, they only needed to come up with $3,000 for the truck, which should arrive in 2025. And finally, a fire station down by the airport closed and Isanti Fire picked up 2 truckloads of equipment they can use, including a dryer for turnout gear.

* Town Hall maintenance update Mike

Mike had several contractors come out to look at the hall. He feels the first priority is to fix the roof and get rid of the leaking spots. The estimate is $525 to patch the roof. Mike also stated that if anyone knows contractors, please send them Mike’s way. He briefly went through the rest of the recommendations and costs associated with them. Image Contracting gave an estimate to install an ADA compliant steel entry door and do the concrete work. There is some confusion on why that was in the estimate because Jennifer was told that our door is ADA compliant. Mike also plans to get another quote for the concrete work. It was also suggested that we seal off the ducts, place insulation, and fill with concrete. Kramer Mechanical quotes included blocking off under the existing furnace, ductwork in the ceiling out toward back and was around $5,000. None of the contractors think we should have ducts in the ceiling. Kramer Mechanical gave 2 options for a minisplit on the north wall, one option includes a name brand unit and the second option includes a knock off brand. Kramer also recommended a dehumidifier to help with the air quality. Pure Breathing solutions was here this morning, and the quote to remove drywall is over $13,000. Jennifer feels we should make addressing the mold in the hall a priority. And since we have 2 elections coming up, she feels we need to get rid of the mold. Mike recommends starting by getting the roof repaired since the drywall group is about 2 months out. Mike also asked if we need a contractor to give an estimate of what it will cost to put it back together. With all of the estimates for remediation to date, we are at $30-35,000. This does not include replacing the insulation and drywall or a new roof. Jennifer called an MAT attorney and asked if we can use money from another fund if all three people vote for it. MAT attorney Graham said that this is unchartered territory. But if we have a surplus of money, and feel this is an emergency, we can move it into the general fund if all 3 supervisors agree. Mike said that in past, he has had a different message from the state auditor. Mike wants to look into whether we can move money since he feels the MAT attorneys do not represent Oxford. Mike suggested that we could also bond for it, which means taking out a loan. Mike made a motion to get the roof fixed for the $525, approve cost of purchasing secrete from Menards, and approve up to $1000 to get a dehumidifier. Total spend not to exceed $2500. Jennifer asked why we don’t just use Kramer or a licensed contractor to fill the vents. Mike amended the motion to remove the Sakrete and he will get bids for the concrete. Jennifer asked if we can get on Pure Breathing’s calendar (probably sometime in September) in the meantime and she offered to look for a contractor. The motion on the table is to get the roof fixed for $525 and purchase a dehumidifier for the hall (upper limit of $1,000). Harlan seconded the motion and the motion passed. Danielle Wiener asked if we could use the basement of the church for the primary election. The town has a resolution on file that the town hall is our primary polling place. Linnea is not sure if that can be changed in time for the primary but will reach out to Angie Larson to find out. One of the residents said he can get a central air unit for 50% off and will talk to Linnea after the meeting. Jennifer asked if we could consider using Fire Station 3 for meetings while the town hall is being worked on. Harlan will talk to Al Jankovich to see if we can use the hall while construction is going on.

* Public Meeting Rules Resolution
  + ***Action Requested: Supervisors discuss Public Meeting Rules edits***

The board discussed the changes made and requested that Linnea put the consent agenda back in. Mike Miller made a motion to approve the edits and Harlan seconded the motion. The motion passed.

**New Business**

* Approve clerk/head judge attendance for Election security workshop Linnea
  + ***Action requested: Supervisors approve cost of Oxford representation***

Linnea talked about why the county is holding a security workshop and Mike approved the cost of attending the meeting. Jennifer asked how much it was going to cost and Linnea said it would be $100. Harlan seconded the motion. Motion passed.

* Approve election judges Linnea and Paula
  + ***Action Requested: Supervisors approve election judge list***

Paula sent the supervisors the list of all Oxford residents that were contacted about taking election judge training. Since training is ongoing, we have not received the list of certified judges yet. The Auditor will let us know who has taken the training, so residents on that list will be scheduled for both primary and general elections this year. Jennifer asked if we have enough people to run the elections, and Peggy stated we will need 6 for each election and that we do have enough. Mike approved the election judge list with the understanding that they take the training and are certified to be scheduled. Harlan seconded the motion and the motion passed. Jennifer asked when the filing for Oxford’s supervisor and clerk positions would be. Linnea thought in late August but hasn’t looked it up. Connie Thorpe said that filing was late July and thought it ended August 13. Linnea will confirm and post notice for the filing. Jennifer asked how to schedule for filing and Linnea said that residents could contact her and she would meet with them to fill out the form.

* Reschedule August Regular meeting (conflicts with primary election) Supervisors
  + ***Action Requested: Supervisors pick alternate date for August regular meeting and approve cost of filing notice in local paper***

All supervisors agreed that Tuesday August 20 would work for them. Mike made a motion to move the August 13 regular meeting to August 20, 2024 at 6:30. Jennifer seconded the motion and the motion passed. Linnea will post notice of the meeting change in the newspaper, on the website, and at the town hall.

* Public Notice of Intent to Modify and Reissue the First State Tire Recycling permit
  + Public comment period ends July 29th

Interstate Tire in Isanti is having their permit reissued for another 10 years. The board does not have issues with the reissued permit

* National Night Out is on August 6, 2024. Jennifer said that they will sponsor a second annual event at Anderson Park. She reached out to the Sheriff and they are re-starting the “adopt a township” program so we have 2 deputies assigned to Oxford. They will be invited to the event as well. Jennifer asked Linnea to put a notification on the website regarding this upcoming event. Linnea will put it on the front page of Oxford’s website.
* Connie Thorpe reported that the county is re-doing County Road 9 from the church to the county line and are aiming to start later this month.

Mike made a motion to adjourn and Harlan seconded it. The meeting was adjourned at approximately 7:30 pm.

Respectfully submitted,

Linnea Lentz

Oxford Clerk

July 9, 2024

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