

# Regular Meeting Minutes

## Zoom Meeting

### January 12, 2021

The January Zoom meeting was called to order by Sandy Hagan. Roll call was taken with Sandy, Mike, Peggy, and Linnea present. Minutes of the last meeting were read with Mike Miller approving them, and Sandy Hagan seconding them. Peggy gave a treasurer's report with an itemized list of bills paid. Mike made a motion to accept the treasurer's report, and Sandy seconded it.

#### **Roads**

1. James Watters gave an update on the Typo Creek Drive project, with nothing much to report since last month. He also discussed applying for grant money to cover part of the cost of improving Baylor/245<sup>th</sup>. James mentioned that it would be good to include letters of support with the grant. Mike will work with the residents on that road to include a support letter.
2. Roads in Oxford are in decent shape for winter driving conditions.

#### **Old Business**

1. IAJFD updates-Mike sent emails to the fire chiefs to try and schedule a meeting and he only received an email back from Darel (Linwood township). Rick will help get the Stacy/Lent fire chief information to Mike.
2. Region Region 7E Legislative Round Table on Economic Development discussion update, Zoom meeting held December 17. Linnea summarized the notes that were taken from the meeting and she will post these notes on the Oxford website.
3. Meeting with fire chiefs (Linwood, Stacy-Lent, IAJFD, other?)
  - a. Mike will reach out again to the area fire chiefs to try and set up a meeting. Once a date is set, Linnea will publish notice.

#### **New Business**

1. The Isanti county Zoning office sent out a number of questions and a request for input from the township regarding second dwelling opportunities. The questions were discussed and Sandy will send Oxford's responses (see below):

Sandy started by saying that we have had issues in our township where people have wanted to move parents to their property to take care of them in a second dwelling. These homes need two emergency signs at the driveway and another sign for each dwelling where the driveways split off.

Discussion:

1. What should be a minimum lot size? Rick Keller brought up that we should consider septic issues- with 2 residents on one parcel, it's difficult to put a drainage field on less than 3 acres.
2. Who can live in secondary dwelling? Mike was under the impression it was parents living with kids or direct family. This should not be a for profit structure. Also the question was raised- what do they do with the dwelling once there is no longer need for care during a COVID type situation? Does the county put an assessment on the property? The consensus is that the second dwelling has to go when the resident leaves.
3. Should the property owner be a permanent resident? Yes, the property owner must be a permanent resident
4. What size can the secondary dwelling be? Generally speaking, the people using these are elderly so 1/3 size of original dwelling is a fair place to start.
5. What type of units can be considered for a secondary dwelling? Mike thought this was originally a type of senior housing to keep the family close and safe. That said, the dwelling should be a mobile type structures that can be removed once the need is over. Alternatively, an in-home apartment could be constructed.

2. Isanti County Zoning meeting Thursday January 14, 2021 at 9 am:

The request of Charlean Albright, 5594 269<sup>th</sup> Avenue NE, Isanti, MN 55040 to vary Section 6, Subdivision 4 of the Isanti County Zoning Ordinance requiring any kennel facility to be 1,000' from any residential house and a minimum of ½ mile from 10 or more homes or platted lots and to vary each adult animal shall be provided with a minimum fenced closure equal to 36 square feet per animal. Legal description is Pt W ½ of the NE ¼ of the NE ¼ desc as E 400' of the N 545' of Section 7, Township 34, Range 22, Oxford Township.

Sandy will try to attend this meeting since he has had experience owning a kennel-type situation with his dogs. He has a historical perspective with respect to the township, so his input at the meeting will be valuable.

3. There will be a county broadband meeting January 22, 2021 that Sandy will try to attend. Linnea will send him the meeting information.
4. Oxford audit logistics for February meeting- It was decided that the supervisors will meet earlier in the day to audit the books, and then if there are questions they can ask Peggy and Linnea at the regular meeting. The audit will be held February 9<sup>th</sup> at 4 pm at the town hall. Linnea and Peggy will drop off the books for the supervisors to review. Sandy will call Harlan to let him know, and Linnea will post notice with ECM and on our website.

5. The supervisors approved the following Contract for Services: (Cap amount is \$3,470.17)
  - a. Veteran's Memorial Park- \$500
  - b. Family Pathways- \$500
  - c. Isanti County Safety and Rescue- \$500
  - d. Sr. Federation -\$250
  - e. Historical Society- \$250
  - f. Isanti County Ag Society/County Fair- \$250
  - g. Viking Vittles -\$250
  - h. 4-H \$250

Steve Kingsbury remarked that we have not spent all the money available for this year and asked if we could use the remainder of the money to donate to a local food shelf. There are many people in the county that would benefit from such a donation due to the hardship caused by COVID 19. The supervisors unanimously agreed to donate the remaining money to a local food shelf. Steve will get the contact information and let Peggy know where she can send the check.

6. Oxford supervisors approved resolution 2021-01, Resolution Designating a Polling Place (see below). Linnea will send the signed copy to the county.

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**Oxford Township**

**Resolution #2021-01**

**RESOLUTION DESIGNATING A POLLING PLACE**

WHEREAS, Minnesota Statutes § 204B.16 requires the governing body of each municipality to designate by ordinance or resolution a polling place for each election precinct; and

WHEREAS, Oxford Township consists of a single election precinct; and

WHEREAS, the Oxford Township Board designates the Oxford Town Hall at 26090 Apollo Street NE Stacy, MN 55079 as the polling place for the precinct in accordance with all state statutes;

NOW THEREFORE BE IT RESOLVED, the Oxford Township Board does formally approve the Oxford Town Hall at 26090 Apollo Street NE Stacy, MN 55079 as the designated polling place for the precinct.

Adopted this 12th Day of January, 2021

Chilton Hagan  
Chairperson

ATTEST:

Linnea Lentz  
Clerk

7. Finally, there was some discussion surrounding an issue with Oxford road maintenance. Mike Miller said that on December 23, Rick called Mike to notify

him that the wing broke on his snowplow truck. He gave the options of running back to the shop and trying to get it fixed, or to plow the roads with no wings. Mike felt best thing to do was get roads opened up and Mike said that he made the call without talking to the other supervisors. Rick did deduct money from his bill. The issue is that we want to get the job done right the first time because we are now paying a premium dollar to have the job done correctly. Secondly, when we contracted with Rick this fall, Oxford asked him to install electronic monitoring devices to confirm we are doing things the most efficient way. These are still not on the trucks. Mike has asked that the minutes document that we have had a conversation on this. So moving forward, if there is not electronic monitoring, the board may look for a vendor that will meet our needs. Mary Nelson, an Oxford resident related that it was much more difficult to navigate the road initially as it was just a single lane. She said that Oxford has many older people with small cars and there was a real concern about getting stuck initially. Mike made the right choice to get the roads open initially without the wings. The supervisors will continue to monitor if there are any issues with the roads moving forward.

Mike Miller made a motion to adjourn, and Sandy Hagan seconded the motion.

Respectfully submitted,  
Linnea Lentz  
Oxford Clerk  
January 12, 2021