

# Oxford Township Regular Meeting Minutes November 12, 2019

The meeting was called to order by Sandy Hagan. Roll call was taken with Sandy, Mike, Harlan, Peggy, and Linnea present. Minutes of the last meeting were read and Mike Miller requested the following amendment to the October minutes:

Under Roads 1b- The money for the wetland permit is not for Isanti County Soil and Water, but rather Isanti County Zoning. The original check has been voided and a new check issued. Following the change, Mike approved the minutes, and Harlan Bellin seconded them. Peggy gave a treasurer's report with an itemized list of bills paid. Mike made a motion to accept, and Harlan seconded it.

## **Roads**

1. Rick reported that the township roads are ok, and if it warms up in the next couple of weeks, they may be able to grade them again. Sandy pointed out that 259<sup>th</sup> is rough, and asked if they can concentrate on smoothing out that road.
2. Typo Creek Drive Updates
  - a. There will be a pre-construction meeting Friday November 15<sup>th</sup> at 10am, so one of the supervisors will come to open the hall at 9:30. All Oxford supervisors plan to be there. James said that representatives from the utility companies will also come to the town hall, as well as Tim Marion to represent the DNR.
  - b. James brought copies of the construction contracts to the meeting for township signatures on the agreement and Notice to Proceed.
  - c. Materials testing was quoted at about \$10,000 which will accrue as the project goes along.
  - d. James briefly discussed the reimbursement strategy- first he will send the bid abstract to the county so they can put into their system. Dressl will send pay requests to MSA once a month, which James will forward to the township in time for our monthly meetings. Using this process, Dressl will have an approximately 1-2 month gap between the time they submit a pay request to when they get paid.
  - e. The Army Corps of Engineers has approved the regional permit, and James will check with Bowser that the credits were debited.
  - f. The mining permit is in front of the county on 11/14/2019. Mike Miller has requested that the dirt hauling be completed over winter.
3. Sandy filled out a driveway permit for Baylor House #5, and will get them the mailbox next. Oxford township has not received any money from Whispering Pines for any of the driveway permits to date. Sandy will call Tom Carlisle to let him know that he owes us for the permits.

## **Old Business**

1. Jason Hill from Kennedy and Graven attended the meeting with the following updates:

- a. Isanti Area Joint Fire District (IAJFD) service call discussion: IAJFD is writing the authority to charge for service calls into the new contract. Jason stated that the current agreement is unusual in that it requires unanimous approval for any changes to the contract, and felt that the agreement could use a re-write. The current provision does not say what happens if disagreements are not resolved. Before any service charge verbiage is written into the new contract, Mike Miller wants to discuss at the March annual township meeting. He feels it is important to get input from citizens regarding any extra service charges above taxes already being paid pursuant to the formula. There will be plenty of opportunity at the next two fire district meetings to explain our position and explore opportunities. Jason does not recommend that we agree to the 2/3 vote for any agreement changes and that a unanimous vote is better. The Oxford board has authorized Jason to reach out to Peter Tiede and other townships to find out where others stand. Vicki asked if this is going to happen before next fire district meeting a week from Wednesday. Jason will reach out to the other lawyers and let them know Oxford is generally not in agreement with the proposed changes to the contract. Another issue that needs to be addressed is that any authority to charge requires a provision outlining authority to collect. Jason will try to draft a letter that lays out Oxford's position in time for our December meeting.
  - b. Rick will see if he has a copy of the signed road agreement with Lent township to send Oxford. Mike asked Jason to draft a road agreement with Linwood using the same verbiage that was used for Lent.
2. Harlan gave an update from the last fire district meeting. The main items discussed were: the service charge, interview of new applicants, the floor donation for station 2, sale of the 1 ton truck, and that the budget has been increased by 1.5% for next year. The next meeting is at station 2 on November 20.
  3. Chou Moua (a representative from the Census Bureau) meeting -Chou could not meet on the 14<sup>th</sup> of October, and this meeting has not been rescheduled.

### **New Business**

1. Clerk's meeting notes from the Isanti County Auditor Treasurer's office:
  - a. Presidential Nominating Primary – Tuesday, March 3, 2020  
The Presidential Nominating Primary is scheduled for Tuesday March 3, 2020. All polling locations will be open from 7:00 AM – 8:00 PM. Your township will be returning your supplies, machines, and voting results to our office that evening following the close of polls just as we do for a regular Primary or General Election. Supply pickup will be on Friday, February 28. Depending on how busy our office is with absentee voting, your rosters could possibly not be ready for pickup until the evening of Monday, March 2. Additional election judge training will be required for all judges working the Presidential Primary Election. We are tentatively planning our trainings for the week of February 3 and the week of February 17. We will have daytime and evening sessions both weeks. As

soon as we finalize the dates, we will forward that information to you. Please only encourage election judges to attend the training in February that are planning to work the Presidential Primary Election. Election Judge training sessions will be held in July for those judges that are planning to work the August Primary Election and November General Election.

- b. Cost Reimbursement for Presidential Nominating Primary  
Many of the costs associated with the Presidential Nominating Primary will be reimbursed to the county and township. Following the election, each township will submit their election judge wages in addition to other reimbursable expenses to our office. We will then submit that information to the Secretary of State's Office for reimbursement. Please keep documentation of your expenses and copies of invoices so we can easily submit them to the SOS when the time comes.
- c. Election Judge Party Balance/Election judge service letter  
Party balance for election judges in your polling place will be really important in this election. At least two election judges in each precinct must serve with a different major political party designation. The remaining election judges in a precinct can serve without an affiliation to a major political party. No more than half the judges in a precinct may belong to the same major political party. The major party affiliation of an election judge or a statement that the judge does not affiliate with a major political party may be shared with other election judges assigned to the precinct at the same election, to verify compliance with party balance requirements. This data may not be disclosed or used by the election judges for any other purpose. Hopefully the new election judge applications that I emailed you a few weeks back will be helpful for party balance planning when scheduling election judges
- d. Polling Place Designations for 2020  
If you have not done so already, please remember to complete your polling place designation form for 2020. A resolution needs to be approved to designate 2020 polling locations for your township by December 31, 2019.
- e. OmniBallot Devices  
We are considering purchasing OmniBallot devices in 2020. These would be a replacement for the Automark machines. The Omniballot machines are about half the weight and size of the Automark machines. Further details coming on this.
- f. Future Use of Electronic Pollbooks in Isanti County  
The City of Cambridge was a test location for Isanti County in the use of poll books in the 2018 elections. We will continue to use poll books in the City of Cambridge for 2020. We are hoping to implement the use of poll books in more of our city and townships in 2022. If you are interested in this, let us know.
- g. 2020 Census Update  
Isanti County Auditor Treasurer office has received a few phone calls regarding the 2020 census. A few property owners have had U.S. Census

Bureau employees visiting their homes. The Census Bureau has started field work for the 2020 census, so these visits are probably legitimate.

- Oxford building permits- There were 5 permits issued by the county in the month of October.

	A	B	C	D	E	F	G	H	I	J	K
1	Date	Last Name	First Name	Contractor	Address	City	Month	Township	Parcel ID#	Zoning	Construction
143	10/4/2019	Lawson	Ann	Steve Longly	7031 269th Ave NE	Stacy	October	Oxford	08.004.1106	ag/Res	Ag Building
166	10/16/2019	Lawson	Ann	Steve Longly	7031 269th Ave NE	Stacy	October	Oxford	08.004.1106	ag/res	Ag Building
175	10/17/2019	Fenderbausch	Andrew & Julie	Blue Horizon	7674 253rd Ave NE	Stacy	October	Oxford	08.022.0605	Shoreland	Solar System
181	10/18/2019	Almendinger	Kevin	Northland Buildings	26022 Vasser St NE	Stacy	October	Oxford	08.014.0102	Shoreland	Storage Bldg
304	10/29/2019	Rogstad	Leanne	Boyce Built	8825 245th Ave NE	Stacy	October	Oxford	08.023.1600	Ag/res	re-roof
307											
308											
309											

- Isanti County Planning Commission- Oxford has an item on the agenda for the November 14<sup>th</sup> meeting at 7 pm in the county board room of the Isanti County Government Center. Steve and Brenda Brophy and Dressl Contracting submitted a request for an interim use permit for the mining of soil for a road construction project and future fish farm.
- Isanti SWCD 3<sup>rd</sup> quarter payment is due.
- The road mileage certification form is complete and was sent to county. There was no change in Oxford township mileage in 2019.
- Tim Marion called Mike Miller to let him know that Eunice Barnes is thinking about selling her property to the DNR. He called Mike to ask the township's opinion on another DNR property in the township.
- Allen Tacheny sent a letter to the board requesting that we consider keeping the majority of the township roads in gravel, since asphalt seems to cause more damage to his tractor tires.
- Oxford received a notice from Pioneer Propane, that our propane cost will be \$1.20/gallon through April 15 based on our past usage.
- The 2019 MAT Educational Conference & Annual Meeting will be held in Mankato, MN on November 22 and 23, 2019.
- Sandy reported that the township needs a new well, and our contractor will cement the old one. In addition, the town hall had a new furnace put in today.

Mike Miller made a motion to adjourn, Harlan Bellin seconded the motion.

Respectfully submitted,

Linnea Lentz  
 Oxford Clerk  
 November 12, 2019