Oxford Township Meeting Minutes

Regular Meeting  
December 10, 2024, 6:30 pm

Pledge of Allegiance

Call to order

**Public Forum**

Gloria McDonnell – Glorida presented information on road budget comparison for gravel vs pavement.

Paula Bensen – Paul explained why she and Linnea resigned and how we need to share the truth and be kind.

**Oxford Board Business**

Approve agenda

* ***Action requested: Supervisor approval of the December 2024 agenda. Harlan motioned to approve the agenda and Jennifer seconded it. Motion carried****.*

Clerk’s report

* ***Action requested: Approve the minutes of the October 2024 regular meeting and the November 2024 regular meeting. Harlan motioned to approve the October clerks report and Jennifer seconded it. Motion carried.***
* ***Harlan motioned to approve the November clerks report and Jennifer seconded it. Motion carried.***

Treasurer’s report –

* ***Action requested: Approve the accounts receipts and payables for December 2024 Harlan motioned to approve the treasurer’s report and Jennifer seconded it. Motion carried.***

**Roads**

* Monthly Road Report Jennifer/Mike
  + Discuss road maintenance performed – see grading logs on website under road agendas. Jennifer requested the roads to be graded Nov 14 and Mike requested they be graded again Nov 24/25
* Driveway permit 9110 254th Court Mike
* ***Action requested: Approve the request for permit.*  Jennifer motioned to approve the permit and Harlan seconded. Motion carried.**
* Right of way permit Service Drop R/W of 265th Ave Jennifer
* **Action requested: Approve the request for permit Jennifer motioned to approve and Harlan seconded. Motion carried.**

**Old Business**

* Isanti Fire District update Harlan
  + Harlan to find out if we can move the zoom TV and 3 files to the fire station.
  + Mike Miller stated that the fire department did a great job responding to the fire on Pigeon Loft.
  + Options for cleaning the fire station
    - Hiring a professional cleaner with insurance
      * Cathy Glatzel is the existing cleaner and she will get insurance. She said her rates will need to increase to cover the cost of insurance.
* Old town hall building
  + Peggy terminated Wi-Fi at old building. Water was leaking into the building. Jennifer got an incident report to complete if we want to submit
  + Any other actions to close building? Electric, water, cleaning, plowing, etc…
  + Mike will reach out to Kramer Mechanical to get quote on shutting down the old building.
* New Town Hall building Update Donna
  + December new building meeting to report more information on bonding and site layout
    - Gloria presented information on bonding costs
    - Bob was not able to present as he was not able to attend the meeting.
  + Future building updates will be given at regular meeting.
* Harassment policy update Mike
  + Resolution sent out with minimal change
    - Jennifer asked how to investigate claims since there is board and not employer
    - Need to add investigation on claims to approve.
    - No updates in December 2024 provided.
* Zoom meetings for future regular meetings update Jennifer
  + ***Action Requested: Board to approve buying a hotspot for internet to host zoom meetings. Jennifer to confirm the hotspot will work at Fire Station and will purchase the hotspot. Mike motioned to approve and Harlan seconded it. Motion carried.***
* Digitalize documents – upload in bulk or using search and sort functionality Jennifer
  + ***Action Requested: Do we want to upload documents in bulk or with sort functionality? Action taken: Board deferred until website plan is completed.***
* Website option to have backup or security
  + *Action Requested: Do we want to add SSL to website for $159 per year or wait on new website? Wait on website decision.*
  + *WAF to website for $239 per year?* ***See email forwarded from Gary*** *Wait on website decision.*
  + *Action taken: The board directed Jennifer to get bids on creating a new website.*

**New Business**

Property identification number 08.017.0803 (20.08 acres) is owned by Stephen and Ann-Marie Hosch and 08.058.0010 (15.96 acres) is owned by Harold Bauer. Mr. Hosch presented a preliminary plat needed to complete a purchase of 5.95 acres from Harold Bauer that incorporates both properties into 36.04-acre Hosch-Bauer Hills Addition which will consist of Lot 1, Block 1 of 10.01 acres to be retained by Harold Bauer and Lot 2, Block 1 of 26.03 acres to be owned by the Hosch’s. Mr. Hosch also presented a re-plat of 26.03-acre Lot 2, Block 1, Hosch-Bauer Hills Addition into Lots 1 and 2, Block 1, Hosch-Bauer Hills 2nd Addition to split the lot and transfer Hosch’s additional building right on to the 3.68-acre Lot 1, Block 1, Hosch-Bauer Hills 2nd Addition. Both preliminary plat drawings were presented by Mr. Hosch for the township’s review and discussion.

Ø Steve and Ann Hosch are purchasing 5.95 acres from Harold Bauer

Ø Harold Bauer’s 15.96-acre property from which the 5.95 acres is being purchased has already been platted and will need to be re-platted along with Hosch’s 20.08-acre homestead into two-lot Hosch-Bauer Hills Addition to complete the sale.

Ø Hosch’s and Bauer’s properties will need to be platted to consist of 2 lots

▪ Lot 1 (10.01 acres) - Retained by Harold Bauer after purchase

▪ Lot 2 (26.03 acres) - owned by Hosch (including 5.95 acres to be purchased from Harold Bauer)

Ø Steve and Ann Hosch will then re-plat their 26.03 acre lot 2, Block 1, Hosch-Bauer Hills Addition into two-lot Hosch-Bauer Hills 2nd Addition to spit the property and transfer their remaining building right on to a new 3.68 acre lot on the north side.

Ø Action Requested: Approve plat request for initial Hosch-Bauer Hills Addition and the re-plat of Lot 2, Block 1, Hosch-Bauer Hills Addition into Hosch-Bauer Hills 2nd Addition as presented by Mr. Hosch

**▪ Mike Miller motioned to approve the 2 requests and Jennifer Perkins seconded it. Motion carried.**

* CTAS update – A version of CTAS was installed on Clerk’s laptop but it’s not working
  + ***Action Requested: Assign Paula as contractor at $25 per hour to complete year-end processing with Peggy. Mike motioned to approved and Jennifer seconded it. Motion carried.***
* The meeting was adjourned
* **Jennifer motioned to adjourn the meeting and Harlan seconded it. Motion carried.**