

Regular Meeting  
Oxford Township  
May 21, 2019

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

Roads

1. Typo Creek Drive update- MSA reported that the plans are done and ready to be signed by the county engineer. Oxford needs to decide on a timeline at this point. At this time, bidding estimates are increased about 20% due to demand. If we want to wait until fall to solicit bids, the numbers should come down. Mike Miller commented that we should wait to this fall to ask for bids. The next decision is how big the culvert needs to be. Tim Marion has stated that 60' is sufficient, but the supervisors will defer to MSA to determine what size culvert is appropriate for wildlife passage. Once MSA has all of the signatures from the other agencies, they can proceed. They expect to get all signatures within the next couple of weeks. MSA's bill was given to the board, but our treasurer is on vacation for a couple of weeks. They confirmed that it is ok to wait until the June meeting to pay fees accumulated.
2. Jason Hill, representative of Kennedy and Graven law firm was present at the meeting. Jason is looking into a number of things for Oxford township. First is a contract with Rick Keller to cover the road work he does for us. Jason sent Mike an example of an extensive contract that can be customized using Rick's rates. Linnea will send Jason a copy of the current fee schedule that Rick used for billing with Oxford. Second is the road maintenance agreement on town line roads similar to what North Branch township has with Lent township. Kennedy and Graven has a template they can modify for road maintenance. Mike Miller made a motion authorizing Kennedy and Graven to write a draft agreement and Harlan Bellin seconded the motion. A third item that was brought up pertains to Anderson Park signs warning against shooting trumpeter swans. Jason recommended putting together a fact sheet on why the sign is being posted, and that it should be mounted on a breakaway post. Mike miller made a motion to post a sign protecting trumpeter swans, and Sandy seconded the motion. Nate will put the sign up for us.

Old Business

1. John Pils was present at the meeting to discuss the bill sent to him after the fire at Waterview Kennels. The bill was quite high, and he asked the township what options residents have in a situation like this. Mike Miller questioned the right of the fire district to send bills to residents following a fire, and Jason Hill said he would need to see the bylaws and contract to make a determination on that. Depending on how the bylaws are written, he felt that it might be a civil matter. Mike asked Jason to look into it because he does not want this situation to

happen again. Vicki Nielson mentioned that the Fire District meeting is at Station 3 next month, and that this issue could be brought up at that meeting. Mike Miller plans to be there to represent John Pils. The meeting is June 19 at 7:00 pm, station 3. John has asked a number of different fire departments what their policy is, and has found that it does not seem to be common practice to bill a homeowner.

2. Kozy Oaks request for variance- the county approved the variance, and Oxford needs to sign off on it. Mike made a motion to follow the county guidance on the property split so that Sandy can sign the paperwork. Harlan seconded the motion. Motion passed.
3. Nate Sondrol attended the meeting, and reported that there are about 200 signs to replace. It will cost approximately \$7,000 to replace the signs. In addition, the channel posts need to be replaced to meet new specifications. The estimate for all of the work including labor will be approximately \$26,000, with \$6,000 of that covering labor. Nate also wants a list of additional emergency ID signs (including the new Sherco development), and will order and install them. Sandy would like to meet with the county and see which of the 200 signs they are willing to pay to replace. Mike Miller made a motion that we spend the \$26,000 to replace the signs and posts to meet the reflectivity requirements. Sandy seconded the motion. Harlan Bellin abstained from voting.

#### New Business

1. Barry Wendorf sent the board a request for money to support a new Master plan for Anderson Park. The county is asking our township to contribute \$2,000 to help formulate the plan. Once we have a plan, the park will qualify for more grant money. Steve Kingsbury gave out website information for people to give input to the new master plan. Anderson park is now classified as a regional park. Pat Davis asked the supervisors to concentrate road money on roads, and feels the board should consider saving as much money as we can in anticipation of road maintenance in a few years. After much discussion, Mike Miller made a motion to contribute \$2,000 toward the Anderson Park Master Plan. Sandy Hagan seconded the motion.
2. Tiffany Determann asked if there were any additional bodies of water that Oxford wanted the ISWCD to study, and Mike's opinion was to keep the contract as it is.
3. There were 2 Oxford permits granted by the county in April- one for a re-roof, and one for a pole building.
4. Oxford received a letter from our Isanti County Sheriff liaison, Tom Jerome. He has asked Oxford to let him know what question we may have, and he plans to attend our July meeting.
5. The board approved spending money for a new flag.
6. Mike and Sandy will update the Oxford map for the state demographer to put on their website.
7. A 2020 Census construction program was sent to Sandy, along with a boundary and annexation survey/contact update form. Sandy is going to look into whether or not the county can cover the responsibilities. Oxford does not have the appropriate IT security for census business at this time.

8. Harlan is donating a new table for the town hall kitchen area.

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

Respectfully submitted,  
Linnea Lentz  
Oxford Township Clerk  
5-21-2019

Abbreviations:  
MSA- Name of Oxford township's engineering firm  
ISWCD- Isanti Soil and Water Conservation District  
IT- Information Technology