February 3, 2025

The Town Council of the Town of Oxford met for a regular meeting on Monday ~~January 21~~ FEBRUARY 3, 2025 at 7:00 p.m. at the Town Hall. Tina Coffman, Nate Foster, Terry Zink and Cindy Millburg were present. Town employees and department heads present included Clerk-Treasurer Tina Porter, Marshal Aaron May and Utility Clerk Hope Dunning.

Meeting was called to order by Coffman at 7:00 pm – Quorum present

Minutes from the December 23, 2024 Special Meeting, December 30, 2024 Special Meeting and January 6, 2025 Regular Meeting were presented. Foster made a motion to approve the minutes. Millburg seconded. None opposed.

Claims were presented. Zink made a motion to approve the claims. Millburg seconded. None opposed.

Clerk Treasurer's Report: Porter presented a contract for consulting services on the Downtown Revitalization Plan from Kimley-Horn requesting the Council President's signature. There was no representative from Kimley-Horn present to answer the council's questions. The Community Development Block Grant that was awarded for this was also presented to the board to review.

Requests from Hoosier Associates, CommonWealth and possibly Pine Village to hold a special meeting to update the new council on services and projects in place as well as upcoming and other possible projects and services that could be on the table.

There were 6 interested candidates for the open board member seat; Amber Winchester, Phylis Zickman, Reagan Hall, Austin Rennick, Chris Nagele and Deanna Sutherlin.

The agreement from Barce and Redlin for the Town Attorney was again presented for council review.

Porter provided an update on completing the paperwork for the new building. While the current town lawyer was getting the quick claim deed ready, they discovered a different name listed for the Federated Church. Diane Richey was able to explain however not sure at this point if this will cause delays. A request to consider a special meeting to discuss and start planning for the new building and that impending move for the Town Hall was made.

Porter also let the council know a new part time deputy clerk for the town hall has been hired and will be starting next week.

Utility Clerk Report: Dunning updated the council about a meter that had to be removed from a resident's home through a court order due to nonpayment. Dunning reported the meter had been removed by the utility department with the assistance of the Town Marshal. The clerk's office will now be working to tally up all of the charges and fees owed by that resident.

Marshal's Report: May informed the council that previous candidates for the deputy marshal position are no longer interested and/or available and that he will be reposting for the position.

Assistant Superintendent's Report: Porter reported for the department about toilets and urinals at the park facilities that will need replaced due to freezing despite being winterized. Porter reported that Lord would like to look at replacing lines and looking into alternative heating of those facilities after this winter to avoid this reoccurring issue.

Fire Department Report: Coffman stated a contract for the Fire Department needed to be worked on and requested that to be placed on an upcoming agenda.

Business Guests: Jason Fisher with the Benton County Department of Homeland Security spoke to the council about the Multi Hazard Mitigation Plan and requested an Resolution be passed for the Town of Oxford to accept this plan.

Andrea Bowman with the Benton Community Foundation, representing the Oxford Park and Trails Committee along with members Don and Shirley Johnson explained to the council the current multi-purpose outdoor court that the committee is working to have designed and built on Town property along with the logistics and funding of doing so. It was requested that the Council give formal approval to allow the committee to continue their work due to the recent changes of board members.

Chris Nagele made a request to the council to exempt him from an ordinance violation regarding vehicles on his property. Nagele spoke about past issues he has had with prior board members regarding his property and auto repair business. The council did ask for Nagele to bring into the Clerk's office any paperwork he had to support the legitimacy of his business.

New Business: Foster made a motion to approve the 2024 Multi Hazard Mitigation Plan Resolution 2025-0121A. Millburg seconded. None opposed.

The request from Chris Nagele for an exemption to an Ordinance regarding vehicles on his property was tabled.

The Downtown Revitalization Plan Agreement from Kimley Horn was tabled for the board to further review the contract.

Discussion to place to hold an Executive Meeting for January 28, 2025 at 5:30 p.m. for the council to discuss the board member candidates, and for a Special Meeting for January 28th at 6:00 p.m. at the Town Hall to choose the candidate to fill the board position as well as to hear from business guests from Hoosier Associates, CommonWealth and Pine Village. Millburg made a motion to schedule both the Executive and Special Meetings. Foster seconded. None opposed.

A Special Meeting was discussed for Monday January 27, 2025 at 6:00 p.m. at the Town Hall to discuss ideas and planning for the new town hall building. Foster made a motion to schedule this special meeting. Millburg seconded. None opposed.

Old Business: Austin Rennick and Chris Nagele spoke about who they are and why they wanted to be considered candidates for the open board member seat. Regan Hall withdrew her name as a candidate. Deanna Sutherlin, who could not be present, left a letter for the board to consider her as a candidate.

Discussion was held again regarding the Town Attorney as to fees and services as well as the pros and cons of those being considered. Foster made a motion to approve Barce & Redlin for the Town Attorney. Millburg seconded. Zink opposed. Coffman approved.

Millburg made a motion to approve the Park and Trails Committee to move forward and continue their work in the Town of Oxford. Zink seconded. None opposed.

Millburg made a motion to adjourn the meeting. Foster seconded. None opposed. Meeting was adjourned at 7:36 p.m.

The next regular meeting is Tuesday February 3, 2025, at 7:00 p.m. at the Oxford Town Hall. The public is welcome and invited to attend.

Submitted by Tina Porter
TINA PORTER, CLERK-TREASURER

Approved by Tina Coffman
TINA COFFMAN, COUNCIL PRESIDENT

Date Approved 2-18-2025