

August 4, 2025

The Town Council of the Town of Oxford met for a regular meeting on August 4, 2025, at 7:00 p.m. at the Town Hall. Tina Coffman, Nate Foster, Cindy Millburg, and Terry Zink were present. Town employees and department heads present included Clerk-Treasurer Tina Porter and Town Marshal Aaron May.

Meeting was called to order by Coffman at 7:00 p.m. – Quorum present

Minutes: Foster made a motion to accept the minutes from the July 14 and July 21, 2025, meetings. Millburg seconded. None opposed.

Claims: Millburg made a motion to accept claims in the amount of \$159,944.38. Zink seconded. None opposed.

Disconnects/Extensions: Millburg made a motion to approve disconnects and allow the 2 extension requests. Zink seconded. None opposed.

Clerk Treasurer's Report: Porter provided the following updates regarding sand requested by park committee, cost estimate for publishing minutes in Benton Review, handrail request for Co-Op, SRF loan compliance meeting. Requests were made to schedule a budget workshop and to approve a new fund for the OCRA Grant. Information was provided about unauthorized town dumpster use, notices being sent to users who need updates to their billing, and temporary office closures during annual conference week.

Assistant Superintendent's Report: Coffman reported Lord is attending wastewater licensing classes. No further report presented.

Marshal's Report: May requested to close the job opening for Deputy Marshal and recommended hiring Preston Cox for the position. Background check and interviews were completed. Ordinance violation process and property condition complaints were discussed.

Fire Department's Report: No report presented.

Business Guests: Tim Clark with INTAC Management presented potential assistance with building inspections, ADA compliance, and emergency preparedness.

Porter requested on behalf of Ashley Bice with Discover Oxford for permission for upcoming concert parking; permission was approved.

Heather Deno with the Chamber of Commerce updated council on Chamber's activities, encouraged town council membership, and announced upcoming ribbon-cutting event. Millburg made a motion for council to become members of Chamber of Commerce. Foster seconded. None opposed.

Ian Wilson with R.J. Wells Management for Pine Apartments discussed utility billing concerns and requested a reasonable accommodation based on ADA and Fair Housing Act; council will consult attorney.

Public Comment: Judy from the co-op raised concerns regarding increased water bill due to meter size; council agreed to review further with legal counsel.

Old Business: Council agreed on one-time fee for golf cart registration and instructed amendments to ordinance for next meeting.

Foster made a motion to approve the payment to Knowles Construction LLC for materials in the amount of \$5,203.39 received by Town, to repair shelter storm damage. Millburg seconded. None opposed.

Council reviewed tree removal quotes due to storm damage; decision pending further clarification on stump grinding costs.

Foster made a motion to approve the Memorandum of Understanding with county regarding mowing of school property. Millburg seconded. None opposed.

Millburg made a motion to approve and sign an agreement for mowing by the town for Golden property. Foster seconded. None opposed.

August 4, 2025

Millburg made a motion to approve Ordinance 2025-0804A regulating trash container placement. Zink seconded. None opposed.

Ordinance 2025-0804C regarding leak adjustments was tabled pending further legal review.

New Business: Foster made a motion to hire Preston Cox as the new Deputy Marshal. Millburg seconded. None opposed. Foster made a motion to approve Ordinance 2025-0804B to establish an OCRA Grant Fund. Zink seconded. None opposed.

Foster made a motion to allow payment to Kimley Horn \$24,250 from OCRA Grant fund and \$749.00 from the local match. Millburg seconded. None opposed.

Council agreed on meeting on August 25, 2025, at 7:00 pm for the budget work session.

Around the Table Concerns: Updates regarding route approval for hauling materials from the school demolition and falling tree issues near Justice cemetery were discussed.

Foster made a motion to adjourn the meeting. Millburg seconded. None opposed. Meeting was adjourned at 7:50 p.m.

The next regular meeting is Monday August 18, 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 8-2-25