

December 15, 2025

The Town Council of the Town of Oxford met for a regular meeting on Monday December 15, 2025, at 7:00 p.m. at the Town Hall. Tina Coffman, Cindy Millburg, and Terry Zink were present. Town employees and department heads present included Clerk-Treasurer Tina Porter, Marshal Aaron May, and Deputy Marshal Preston Cox.

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

Agenda: Millburg made a motion to approve the agenda as is. Zink seconded. None opposed

Claims: Zink made a motion to accept claims in the amount of \$110,804.91. Millburg seconded. None opposed.

Minutes: Millburg made a motion to accept the minutes for the December 1, 2025 meeting. Zink seconded. None opposed.

Department Reports: Porter updated council on progress for the scheduled rate increase set for January 2026. Coffman relayed information about the new Superintendent starting.

May reported the Durango needing tires and provided quotes from Pomp's and Mr. & Mrs. Tire for the Council to consider. Deputy Marshal will start the academy next month.

Business Guests: Simeon Ehm, Project Engineer with Commonwealth, presented and explained revised change order #1 which included work change directive #2 for the current water project. Ehm also discussed possibility being looked at to reallocate ARPA funds that were not spent from the Benton Street project, as well as updates on the current water project. Resident asked Ehm about restoration of his property from the construction to which Ehm stated it would be investigated.

Tim Clark Owner of INTAC Management Group explained more about what services he offers to help get and keep towns in compliance with various laws and regulations.

Public Comment: Resident voiced concern about calculation of final water bills for person leaving and taking over, and another resident inquired about new Superintendent's start date.

Old Business: Millburg made a motion to approve the revised water project change order #1 which included the revised change directive #2. Zink seconded. None opposed.

Zink made a motion to approve the quote for meter supplies for new meter being installed outside of the water project. Millburg seconded. None opposed.

Millburg made a motion to approve the quote from EHC to repair the heater at the Public Works shop. Zink seconded. None opposed.

New Business: SRF Disbursement #22 was tabled until corrections are made.

Millburg made a motion to approve a letter of recommendation for the park committee to be sent with a grant application they are submitting to raise funds for their projects. Zink seconded. None opposed.

Millburg made a motion to accept payment arrangement requests. Zink seconded. None opposed.

Millburg made a motion to approve and accept the 2026 contract with Balance Center LLC. Zink seconded. None opposed.

Millburg made a motion to acknowledge and accept the emergency purchase of a DO Meter that was done between meetings. Zink seconded. None opposed.

Zink made a motion to approve the quote from Mr. & Mrs. Tire for the tires for the Durango. Millburg seconded. None opposed.

At 7:37 pm Millburg made a motion to adjourn the meeting. Zink seconded. None opposed.

The next regular meeting is Monday January 5, 2026 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 Walt Foster
, PRESIDENT

Date Approved 1/12/2025