

January 12, 2026

The Town Council of the Town of Oxford met on Monday January 12, 2026 at 7:00 p.m. at the Town Hall. Nate Foster, Terry Zink, Cindy Millburg, and Austin Rennick were present. Town employees and department heads present included Clerk-Treasurer Tina Porter and Town Marshal Aaron May.

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

Election of Council Officers for 2026 – Zink made a motion to elect Foster as council president for 2026. Millburg seconded. None opposed.

Millburg made a motion to elect Coffman as council vice president for 2026. Rennick seconded. None opposed.

Agenda - Council reviewed the agenda, including approvals, additions, and deletions. Under New Business, Item J was added: request for Microsoft Office account for employee. Millburg made a motion to approve the agenda as amended. Zink seconded. None opposed.

Claims – Rennick made a motion to accept claims in the amount of 180,818.31. Zink seconded. None opposed.

Minutes – Millburg made a motion to approve the December 15 and December 29, 2025 minutes as presented. Rennick seconded. None opposed.

Department Reports – Clerk Treasurer: Porter provided updates on the end-of-year process, the scheduled water billing rate increase, and purposed a possible billing solution for metered users who had recently been discovered as having a larger than residential sized meter.

Public Works: New Superintendent started January 5, 2026 and is getting settled in.

Marshal: May updated Council on tire replacement, academy training, and cleanup of property across from gas station.

Public Comment - A request for the council to review ordinances and penalties, as well as change to bulk trash collection to which the council noted that the upcoming RFP for trash collection requested proposals for curbside large item pickup. Concerns about difficulty hearing council proceedings were raised to which Council noted the new facility should have improved audibility.

Old Business – Council discussed setting a meeting with Pine Village and related parties. The originally proposed date was January 19 at 6:00 p.m., which falls on a holiday; council agreed that regular meetings on holidays should be shifted. Council later set the special meeting related to the Pine Village project for Wednesday, January 21, 2026, at 6:00 p.m., contingent on availability of Pine Village representatives.

Meeting with Tim Clark by a couple of Council members was discussed with Millburg stating she would work with Coffman for the two of them to schedule that meeting.

Council discussed options for customers with larger-than-residential water meters. Rennick made a motion to allow written requests for meter size reductions to be made, subject to engineering, public works and council approval. Millburg seconded. None opposed.

New Business – Rennick made a motion to approve the 2026 council meeting dates for the 1st and 3rd Monday of each month at 7pm with the following changes to avoid holiday conflicts: January 19 to January 21, February 16 to February 17, and September 7 to September 8. Zink seconded. None opposed.

Millburg made a motion for the Benton Review to be the Newspaper of Record for 2026. Rennick seconded. None opposed.

Rennick made a motion for Environmental Labs to be the lab of record for Iron testing for 2026. Zink seconded. None opposed.

Rennick made a motion for Millburg to be the appointed representative for KIRPC & for Discover Oxford for 2026. Zink seconded. None opposed.

Zink made a motion for Rennick to be the Public Works Liaison. Millburg seconded. None opposed. Millburg made a motion to approve Nate Foster as the Fire Department Liaison and Tina Coffman as the Marshal Liaison. Rennick seconded. None opposed. Clerk Liaison: Council agreed informally that all council members would serve collectively as liaison to the clerk-treasurer rather than designating a single liaison.

Millburg made a motion to schedule the public hearing for the Downtown Revitalization Plan before the February meeting on the adjusted date of February 17, 2026. Zink seconded. None opposed.

Rennick made a motion to authorize payment of Benton County Invoices No. 1 and No. 2 upon receipt of EDA reimbursement funds, so the town can promptly reimburse the county. Zink seconded. None opposed.

Millburg made a motion to authorize the fire territory study with Bill Jones at the stated fee of \$5,000. Zink seconded. None opposed.

Millburg made a motion to adopt an automatic 30-minute lunch deduction for public works employees, starting January 18, 2026. Zink seconded. None opposed.

Council briefly discussed an outstanding Motorola fire radio service contract signed without prior council authorization. The item was tabled pending review and guidance from the town attorney on ratification or other corrective action.

Rennick made a motion to approve the Microsoft account for Eli, public works laborer. Millburg seconded. None opposed.

At the close of the meeting, a resident inquired about the whereabouts and contents of the schoolhouse cornerstone, which was removed when the school was remodeled; they had been told the town has possession and requested that information. Council and staff indicated they would investigate the matter and report back at a future meeting.

Rennick made a motion to adjourn the meeting. Millburg seconded. None opposed. Meeting was adjourned at 7:48 p.m.

The next regular meeting is Wednesday January 21, 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 Nate Foster

NATE FOSTER, COUNCIL PRESIDENT

Date Approved 2/2/2020