October 19, 2026

The Town Council of the Town of Oxford met on Monday October 19, 2026, at 7:00 p.m. at the Town Hall. Nate Foster, Tina Coffman, and Cindy Millburg were present. Town employees and department heads present included Clerk-Treasurer Tina Porter, and Marshal Aaron May.

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

Agenda – Item f. Employee Matters was removed as a duplicate of item g.

Claims – Coffman made a motion to accept claims in the amount of $665,522.06. Millburg seconded. None opposed.

Minutes – Millburg made a motion to approve the minutes for the October 5, 2026, meeting. Coffman seconded. None opposed.

Department Reports

Clerk Treasurer: Porter reviewed and provided information to the Council for the items on the agenda, including the insurance liability limit options presented by Hoosier Associates, the tap fee ordinance which will require a public hearing, move dates for the new building and coordinating the static IPs with Mainstream and Iron Cloud, the USDA loan decision due this month, and the response received from State Board of Accounts regarding the Park Committee grant requests. Porter informed the Council the new full-time hire started today, the second hire did not start, Eli turned in his notice but remains on the salary ordinance to be paid for any time worked in the interim, and the seasonal employee has applied for full-time. Porter also reminded the Council the office will be closed this week until Friday for virtual training, including State Board of Accounts training on Wednesday.

Public Works:

Marshal: May informed the Council the new patrol car is still being outfitted due to parts taking longer than expected to come in, and that the new decal package is identical to the current car with a little more silver. May also stated he turned in the streetlight list to REMC about a week and a half ago and REMC stated they had been behind schedule but would get to them by mid-week this week.

Fire: Foster informed the Council the Fire Department is working on the pad for their fuel tank and the bollards to go in front of it.

Business Guests – Rob Bellucci with Commonwealth Engineers updated the Council on the current water project. Water main contract work is complete with remaining items including a hydrant on 352 needing raised, valve boxes to be lowered, and general surface restoration. Meter replacement, setter installation, and service line replacement work around the Town Square is scheduled to begin Wednesday and is expected to take about two weeks pending weather, followed by replacement of 9 or 10 large capacity meters in meter vaults. Bellucci provided draft copies of the next round of letters for the Council to review, including the IDEM required letters for 2 galvanized locations where

authorization was not received and approximately 20-25 unknown locations, along with a general letter for verified locations that did not need replacement.

Bellucci requested guidance on shared meters for the duplexes at 303 and 305 N Justus and 508/510 S Oxford, and master meters for the apartments at 306 S Crown and 109 N Howard. Bellucci explained SRF considers separating the services inside the structures to be premise plumbing and will not fund it. Options including master meters, stacked meters, and exterior pits were discussed, along with concerns about disconnects when one meter serves multiple residences and questions for the Town Attorney regarding Ordinance 2026-1005B Multi-Unit Meters. The Council agreed to replace the meters in their current locations.

Discussion took place regarding Drug Plastics and the above ground storage tank that was identified in the original planning, but at some point was decided not to utilize. Bellucci stated Commonwealth will continue to communicate with Drug Plastics on their flow needs and tank sizing. Porter informed the Council Drug Plastics is pursuing building permits for the pump house and that their plant manager may be available to attend the November 2, 2026 meeting.

Bellucci and Emily Albaugh from KIRPC presented an overview of the water regionalization project with Pine Village, which began in 2022-2023 as a partnership between the communities and Benton and Warren Counties. Pine Village would establish its own water utility and purchase bulk water from Oxford, with no cash outlay from the Town. Funding discussed included $4 million in READI 2.0 funds, $600,000 from Warren County, and a possible $750,000 OCRA grant being pursued by Pine Village, with a possible resubmission to SRF in March 2027. The bulk water rate at which Oxford would be charging still needs to be determined. Albaugh explained the Town will need to sign an authorization to submit resolution and a local match letter committing the READI funds as the local match, and a multi-jurisdiction agreement will be drafted but not signed until the grant is awarded. Albaugh stated this does not affect the Town's eligibility for OCRA Round 1 2027 for Phase II, which would include improvements to the treatment plant and tower. More information is expected in December, with a proposal anticipated to be due at the end of January and the full application in late March or April.

Albaugh discussed what would be needed to show the high level of residential need for the application, including letters from residents, photos of stained fixtures, laundry, and build-up, a minimum 5-year history of resident concerns with frequent concerns listed specifically, photos and timing of hydrant flushing, photos of the filtration media, public surveys, public engagement sessions, and a 5-year history of water expenses, all by January 2027. Albaugh stated that based on current numbers, the project is not planned to have an additional rate impact. Bellucci clarified that this refers to staying within the rate increase already scheduled to go into effect January 1 and that the plan is to combine OCRA funding with a portion of the USDA loan for the plant, wells, and elevated tower. Phase II is estimated at approximately $2 million. A Council member commented that residents need to understand rates are still increasing as planned and that the revenue is needed to pay and keep employees.

Coffman made a motion to pursue the OCRA Round 1 2027 water improvement grant. Millburg seconded. None opposed.

Millburg presented the Park Committee proposal for a Benton Community Foundation grant opening December 1st for over $100,000. Andrea Bowman with the Benton Community Foundation explained the grant should be one complete project from beginning to end. The proposal discussed was for improving the basketball court at Rommel Park, including lighting, seating, and a surveillance system. Millburg requested approval to begin getting quotes, with the final plan to be brought back to the Council for approval before submitting.

Public Comment – One resident commented on the lack of customer service, including mowing, leaf and stick pickup, and trash at the parks, and stated volunteers have been mowing. Foster stated the Council approved an hourly increase at the last meeting to help hire employees. A representative of the golf course informed the Council that Atlas verified their meters on September 30th and found the meter in the men's locker room registers the same water as another meter.

Old Business – Coffman made a motion to table the insurance liability limit adjustment and look at budgeting for it next year. Millburg seconded. None opposed.

Tap fees were tabled. A minimum of $750 for a 3/4 inch tap for both water and wastewater, plus actual costs, was discussed and Porter will ask the Town Attorney about including this for all meter sizes.

Move dates for the new building were tabled. The week of November 16th - 20th was discussed with a final decision to be made at the November 2, 2026 meeting.

Coffman made a motion to continue with scheduling a call with the USDA representative. Millburg seconded. None opposed. Bellucci will schedule the call with Porter and Albaugh, to be followed by a formal letter.

New Business – The SBOA Grant Policy & Procedures was continued. The Council agreed with following SBOA's recommendations and having the Town Attorney Ingrid Barce put together a draft for consideration.

Coffman made a motion to allow the Park Committee to work on the application for the Benton Community Foundation grant. Foster seconded. None opposed.

Coffman made a motion to make Nate Foster the grant signatory. Millburg seconded. None opposed.

Coffman made a motion to approve SRF Disbursement #43 & #44. Millburg seconded. None opposed. Bellucci will follow up with Porter regarding questions on the RD portion of the disbursements.

Coffman made a motion to approve Change Order #8. Millburg seconded. None opposed.

Coffman made a motion to approve swapping the meters in their current locations for the shared and master metering locations. Millburg seconded. None opposed.

Employee Matters – Foster will meet with the new hire regarding the new hire checklist and arrange a meeting with the seasonal employee regarding his full-time application.

Coffman made a motion to approve Salary Ordinance 2026-1019A. Millburg seconded. None opposed.

Around the Table Concerns – No around the table concerns were discussed.

Coffman made a motion to adjourn the meeting. Millburg seconded. None opposed. Meeting was adjourned at 8:54 p.m.

The next regular meeting is Monday November 2, 2026, at 7:00 p.m. at the Oxford Town Hall. The public is welcome and encouraged to attend.

Submitted by Tina Porter

TINA PORTER, CLERK-TREASURER

Approved by Nate Foster

NATE FOSTER, COUNCIL PRESIDENT

Date Approved 11/2/2024