



Location: City Hall
205 N. Augusta Ave.
Oxford, IA 52322

Date: April 9, 2024

Time: 7:00 REGULAR COUNCIL MEETING

Mayor: Heather Johnson **City Council:** Tim Hennes, Sean Murphy, Marty Reihman, Kyle Volk, and Kris Walter **City Clerk:** Taylor Tvedte

Meeting Agenda

If you would like to request to be on the City Council Agenda and address the Council, please contact Taylor Tvedte, City Clerk: oxfordcityhall@southslope.net or 319-818-4742 during City Hall business hours. The Mayor will recognize you on the agenda and provide 5 minutes to address the City Council.

Attendees not listed on the agenda may only address the City Council during the Public Comments portion of the agenda. Please see instructions for the Public Comments and/or Correspondence on agenda. The City Council may only act on the agenda items. Please contact Taylor Tvedte, City Clerk, if you have any additional questions or need assistance in attending the meeting.

Public Notice Is Hereby Given

That the above-mentioned Government Body will hold a Regular Meeting at the date, time, and place set out above. The tentative agenda for said meeting is as follows:

Meetings will be recorded.

1. **CALL TO ORDER-ROLL CALL**
2. **APPROVAL OF THE AGENDA AS PRESENTED**
3. **APPROVAL OF THE CONSENT AGENDAS**
 - A. City Council Meeting Minutes 03-12-2024
 - B. April 2024 Accounts Payables
4. **PUBLIC HEARINGS - None**
5. **ORDINANCES AND/OR RESOLUTIONS - None**
6. **REPORTS**
 - A. Mayors Report
 - i. Council Seat Vacancy - Sean Murphy
 - ii. City Attorney Retirement - Bill Suepell
 - iii. City Representation at the 2024 RAGBRAI Pass Thru Towns Meeting on 4-6-2024
 - B. City Engineer Report- Ben Carhoff
 - i. Sewer Plant Project Update
 - ii. Center St. Bridge Project Update
 - C. City Department Reports
 - i. Library - Lauren Roberts
 - ii. Public Works - Scot Wetjen
 - iii. Fire Department - Jim Hennes
 - D. Committee Reports (As Requested By Committee Heads)
 - E. City Clerks Report
7. **PUBLIC COMMENTS:** This time is set aside for comments from the public or City Council Members on topics of **City Business** other than those listed on the agenda. No action may be taken.
 - i. Public Comments: **Please state your name and address for the record and keep your comments to no more than 2 minutes.**
 - ii. City Council Comments or Correspondence
9. **ADJOURN MEETING**

City of Oxford
Regular Council Meeting
Oxford City Hall
March 12th, 2024
7:00 PM

Johnson called the meeting to order at 7:00 PM. Roll call was taken. Present: Reihman, Murphy, Johnson, Volk, Walter. Absent: Hennes.

Citizens Forum: None.

Volk motioned to approve the consent agendas and Walters seconded. All ayes. Motion carried.

Sheriff Report: None

Library Report: April 27th Spring book sale will be held during the Spring Rural Road trip. Annual weeding out of books is taking place of books that haven't been checked out in 3 years. The Vision committee and 3 local businesses covered the cost of the Barnyard Discoveries that will be held at the library this summer.

Engineer Report: Started design for hydraulic bridge. Getting lose to solution so we can move forward with section 106.

Public Works Department: 4 CCA Senior Students volunteered cleaning storm drains for volunteer hours. Lead and copper survey is out. Trimmed branches at multiple locations. Working on new quotes for garbage.

Fire Chief Report: None.

Planning and Zoning Report: None.

Board of Adjustment Report: None.

Vision Report: None.

Clerks Report: Budget 2024 is ready and adjustments were made from previous budget meeting. FY 2025 Oxford Prop Tax Hearing will be held March 26th at 7:00 pm at City Hall.

Second and Third Reading to adopt the Oxford Property maintenance code as published by the international city council and providing with amendments. Roll Call: Reihman, Murphy, Volk, Walter. All ayes. Motion Carried.

Walter motioned for approval of renewal for the Traveling Tapster Liquor License. Murphy Seconded. All ayes. Motion Carried.

Walter motioned to approve a Raise for the Library Director to wage of \$20 an hour, increase hours to 40 hours a week and benefits effective July 1st,2024. Reihman seconded. All ayes. Motion Carried.

Other Business: Dog poop has been an issue around town and at Creekside Park. Looking into Dog poop trash bags and trash cans to be placed at Creekside Park.
Walters motioned to adjourn and Murphy seconded. All ayes. Motion Carried.

Adjourned at 7:58 PM.

Heather Johnson, Mayor

ATTEST:

Taylor Tvedte, City Clerk

*These are not official meeting minutes until approved by council.

March 2024 Accounts Payables		Fund
Portwood H3D Consulting	800	water
Johnson County Sheriff	2760.33	General
Sinclair Tractor	1346.97	water
Leaf	65	library
River Products Company	480.32	water
State Hygenic Lab	1230	sewer
Linn County REC	1076.05	streets/water
The Gazette	210.71	general
The Depot	863.99	roads/fire
Fire Service Training Bureau	100	fire
TNT Landscaping LLC	182.76	water
NMRMA	561.2	library
US CELLULAR	77.04	water
State Chemical Solutions	216.53	sewer
Steves Electric	1397.46	sewer
Iowa Department of Revenue	73.5	water
Haynes Equipment Co	2864.75	sewer
MidAmerican	426.21	general/roads
Marco	30.05	library
Barnyard Discoveries	525	library
Southslope	656.75	water/roads/sewer
VISA	3354.41	
Total	19299.03	

April 2024 Accounts Payables	\$	Fund
USA Blue Book	7188.94	water
US Cellular	77.04	water
Haynes Equipment	2763.6	Sewer
PATS auto and Tire LLC	729.7	general
Johnson County Refuse	10989	general
IAMU	749	water
UNUM	385.1	general
The Gazette	97.75	general
Hones & Bartlett Learning	257.46	Fire
PSC Distributuion	10.96	water
Rachelle K. Thompson, CPA, PLLC	4300	general
MidAmerican	274.61	general/roads
Marco	30.05	library
Leaf	65	library
Linn County REC	1078.65	water
State Hygenic Laboratory	708.5	Sewer
Johnson County Sheriff	2760.33	general
South Slope	656.89	water/roads/sewer
The Depot Express	1035.17	fire/sewer
S. Siems Grading	650	roads
Total	34807.75	

LIBRARY REPORT

April 9th, 2024

- Our Spring StoryWalk book is now up at Creekside Park. How to Party Like a Snail is a funny tale about an introverted snail who throws his own kind of party to celebrate all things quiet. This book will be available until the end of May.
- In partnership with the Springmier Community Library in Tiffin, we'll be hosting a local Iowa author on April 24th at 6:30pm. Bill Mueller will be sharing his new book Time to Ship a Steer and giving tips on how to preserve family history.
- New features have been added to the children's area. We have a new board book shelf and activity cube in the toddler corner, additional shelving for graphic novels, themed early chapter book bins for easy browsing, and a new juvenile fiction shelf at the front of the library to feature new additions to the collection. We're continuing to think of new ways to make the library experience easier for our youngest patrons.
- We have a SLIS student from the University of Iowa signed up to work their practicum hour at the library in spring of 2025. The student will work in their area of interest at the library during open hours (or programming outside of hours, ie storytime) to complete their semester hours. They've expressed an interest in small-town libraries and we're eager to sit down with them in the fall to make an official schedule.
- The door count has hit a high for this fiscal year at 362 patrons in the month of March (outside of the additional count from the LUO Fun Night in December).