

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,  
WEDNESDAY, JANUARY 12, 2022

A Regular Meeting of the Charter Township of Oxford Board of Trustees was held Wednesday, January 12, 2022 at the Oxford Township Meeting Room, 300 Dunlap Road, Oxford, Michigan 48371.

Members Present: Ferrari, Nold, Payne, Wright, Colvin, Charles, Curtis

Members Absent: None

Also Present: Township Engineer Sharpe, Fire Chief Scholz, Assistant Fire Chief Majestic, Fire Department Finance Director Young, Communications and Grants Manager Carnacchio, Recording Secretary McCullough, one camera person (OCTV) and 5 guests.

Supervisor Curtis called the meeting to order at 6:30 p.m.

**RESPECTS TO THE FLAG**

**APPROVAL OF THE AGENDA**

Treasurer Ferrari moved, Trustee Payne seconded, to approve the January 12, 2022 agenda as presented.

Ayes: 7      Nays: 0      Absent: 0

Motion Carried.

**APPROVAL OF THE CONSENT AGENDA**

Treasurer Ferrari moved, Trustee Payne seconded, to approve the following January 12, 2022 Consent Agenda items as presented.

- Approval of Regular Township Board Meeting Minutes of December 8, 2021
- Approval of Treasurer Report for September and October 2021
- Approval of Clerk Report for September and October 2021
- Approval of Regular Bills through January 7, 2022
- Approval of Consultant Bills through January 7, 2022

Roll call:

Ayes: Colvin, Payne, Ferrari, Curtis, Nold, Wright, Charles

Nays: None

Absent: None

Motion Carried.

**PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

Two individuals spoke during this portion of public comment.

**FIRST READING**

**Zoning Ordinance 67A.027 – Side Entry Garage Driveway**

Trustee Nold moved, Treasurer Ferrari seconded, to set a Second Reading and possible adoption of amendments to Section 3.8 to the Charter Township of Oxford Zoning Ordinance 67A to be considered at the Charter Township of Oxford Board of Trustees February 9, 2022 regular meeting.

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Roll call:

Ayes: Charles, Wright, Curtis, Ferrari, Nold, Payne, Colvin

Nays: None

Absent: None

Motion Carried.

**FIRE DEPARTMENT**

**Finance Manager Contract**

Treasurer Ferrari moved, Trustee Nold seconded, to adopt the offer of employment for Lindsay Young, Oxford Fire Department, changing item 1 from 2021 to 2022, and changing item 4 by deleting "comparable to the township administrative deputies."

Roll call:

Ayes: Charles, Colvin, Nold, Payne, Ferrari, Wright, Curtis

Nays: None

Absent: None

Motion Carried.

**SHARPE ENGINEERING REPORT**

Engineer Sharpe welcomed Trustee Colvin to the Board and provided her with his contact information.

**UNFINISHED BUSINESS**

**Committee Assignments**

Treasurer Ferrari moved to appoint the following Oxford Township Board Members as representatives to the following:

Supervisor Jack Curtis to the North Oakland Transportation Authority (N.O.T.A.)

Trustee Catherine Colvin to the Oxford Area Cable Communications Commission

Trustee Catherine Colvin to the Oxford Downtown Development Authority; and

Trustee Catherine Colvin to the Planned Unit Development (P.U.D.) Committee

With the term of appointment expiring November 20, 2024.

Treasurer Ferrari rescinded his motion.

Treasurer Ferrari moved, Trustee Payne seconded, to appoint Supervisor Jack Curtis to the North Oakland Transportation Authority (N.O.T.A.) with the term of appointment expiring November 20, 2024.

Roll call:

Ayes: Curtis, Wright, Ferrari, Payne, Nold, Charles, Colvin

Nays: None

Absent: None

Motion Carried.

Treasurer Ferrari moved, Trustee Nold seconded, to appoint the following Oxford Township Board Member as a representative to the following:

Trustee Catherine Colvin to the Oxford Area Cable Communications Commission

Trustee Catherine Colvin to the Oxford Downtown Development Authority; and

Trustee Catherine Colvin to the Planned Unit Development (P.U.D.) Committee

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Treasurer Ferrari amended the above motion, Trustee Nold amended his second, to state that the above appointments are effective until the certification of the November 2022 General election.

Vote on amendment to the motion:

Roll call:

Ayes: Colvin, Payne, Nold, Ferrari, Wright, Charles, Curtis

Nays: None

Absent: None

Motion Carried.

Vote on original motion:

Roll call:

Ayes: Payne, Wright, Ferrari, Curtis, Colvin, Nold, Charles

Nays: None

Absent: None

Motion Carried.

Trustee Payne moved, Trustee Charles seconded, to appoint Trustee Jon Nold to the ARPA Funding Committee, with the term of appointment expiring November 20, 2024.

Roll call:

Ayes: Payne, Ferrari, Curtis, Charles, Nold, Colvin, Wright

Nays: None

Absent: None

Motion Carried.

**NEW BUSINESS**

**Water and Sewer Tap Fee Analysis**

Treasurer Ferrari moved, Trustee Nold seconded, to approve an amount not to exceed \$20,000.00 and authorize Paul Stauder to proceed with a water and sewer tap fee analysis. The cost of the analysis to be paid equally by the Sewer Fund and the Water Fund.

Roll call:

Ayes: Colvin, Payne, Nold, Ferrari, Curtis, Wright, Charles

Nays: None

Absent: None

Motion Carried.

**Transfer of Building Funds to the General Fund**

Treasurer Ferrari moved, Trustee Nold seconded, that the amount of \$744,195.00 as summarized in the PSLZ letter dated December 6, 2021 be transferred from the Building Department Fund Balance account to the General Fund Balance account effective immediately.

Roll call:

Ayes: Ferrari, Wright, Curtis, Charles, Colvin, Payne, Nold

Nays: None

Absent: None

Motion Carried.

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**Request for ARPA Funds for M-24 Sewer Line Extension**

Treasurer Ferrari moved, Trustee Nold seconded, to allocate \$300,000.00 of the American Rescue Plan Act funds toward the construction of a sanitary sewer line along North M-24 Highway from the existing 18" sanitary sewer line to the Brabb-Dewey Subdivision.

Roll call:

Ayes: Payne, Colvin, Charles, Ferrari, Nold, Wright, Curtis

Nays: None

Absent: None

Motion Carried.

**Funding for Topographical Survey for Proposed M-24 Sewer Line Extension**

Treasurer Ferrari moved, Trustee Nold seconded, to approve an amount not to exceed \$25,000.00 of the American Rescue Plan Act funds and authorize Sharpe Engineering to proceed with a topographical survey for the construction of a sanitary sewer line along North M-24 Highway from the existing 18" sanitary sewer line to the Brabb-Dewey Subdivision.

Roll call:

Ayes: Charles, Wright, Curtis, Ferrari, Nold, Payne, Colvin

Nays: None

Absent: None

Motion Carried.

**2022-2024 Oakland County Sheriff's Office Law Enforcement Services Agreement**

Treasurer Ferrari moved, Trustee Nold seconded, to approve the Oakland County Sheriff's Office 2022-2024 Law Enforcement Services Agreement with the Charter Township of Oxford as presented, and authorize Supervisor Jack Curtis and Clerk Curtis W. Wright to sign the Agreement on behalf of the Charter Township of Oxford.

Roll call:

Ayes: Colvin, Nold, Payne, Charles, Ferrari, Wright, Curtis

Nays: None

Absent: None

Motion Carried.

**Additional School Resource Officer**

Treasurer Ferrari moved, Trustee Charles seconded, to approve the Oakland County Sheriff's Office 2022-2024 Law Enforcement Services Agreement Amendment 1 with the Charter Township of Oxford as presented, and authorize Supervisor Jack Curtis and Clerk Curtis W. Wright to sign the Agreement on behalf of the Charter Township of Oxford.

Roll call:

Ayes: Curtis, Wright, Ferrari, Payne, Nold, Charles, Colvin

Nays: None

Absent: None

Motion Carried.

**National Compassion Fund**

Trustee Charles moved, Treasurer Ferrari seconded, that the Charter Township of Oxford Board of Trustees fully acknowledges the agreement between the Village of Oxford and the National Compassion Fund for the administration of donations to be received and distributed

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to the victims of the shooting incident at the Oxford High School, and the Charter Township of Oxford has no involvement in this agreement.

Ayes: 7      Nays: 0      Absent: 0

Motion Carried.

**Administrative Fees**

Treasurer Ferrari moved, Trustee Charles seconded, that Supervisor Curtis, Clerk Wright and Trustee Colvin review and verify charges for administrative fees to these respective organizations for 2022:

*Building Department Fund*

*Cable T.V. Fund*

*Fire Fund*

*Parks and Recreation*

*Police Contracting Fund*

*Polly Ann Trailway Management Council*

*Sewer Fund*

Roll call:

Ayes: Payne, Colvin, Charles, Ferrari, Wright, Curtis

Nays: Nold

Absent: None

Motion Carried.

**Certification of the November 2, 2021 Special Election**

Clerk Wright moved, Trustee Charles seconded, to approve the Canvass of Votes for the November 2, 2021 Special Election for the Charter Township of Oxford as presented, and to include them as an attachment to the minutes.

Roll call:

Ayes: Wright, Colvin, Payne, Ferrari, Charles, Curtis, Nold

Nays: None

Absent: None

Motion Carried.

**Oxford Township Hall Grounds Maintenance Contract**

Treasurer Ferrari moved, Trustee Payne seconded, to approve the Grounds Maintenance contract between Hi-Hill Lawn Service and the Charter Township of Oxford commencing January 1, 2022 to December 31, 2024 in the total amount of \$8,625.00. This \$8,625.00 amount shall be payable in the amount of \$2,875.00 for 2022; \$2,875.00 for 2023; and \$2,875.00 for 2024. Supervisor Jack Curtis is authorized to sign the contract on behalf of the Charter Township of Oxford, and Hi-Hill Lawn Service shall provide copies of insurance annually including the Charter Township of Oxford as an additional insured on the insurance policy for the term of the contract.

Roll call:

Ayes: Colvin, Payne, Nold, Ferrari, Curtis, Wright, Charles

Nays: None

Absent: None

Motion Carried.

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**Inspector Wages**

Trustee Payne has requested to be allowed to abstain from discussion, deliberation and action on this item because of a perceived and actual financial interest.

Treasurer Ferrari moved, Trustee Nold seconded, to allow Trustee Payne to abstain from discussion, deliberation and action on this item because of a perceived and actual financial interest.

Roll call:

Ayes: Payne, Wright, Colvin, Charles, Curtis, Nold, Ferrari

Nays: None

Absent: None

Motion Carried.

Trustee Payne stepped down from the dais.

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the following Charter Township of Oxford inspection fee rates for 2022:

\$50.00 – Building Inspector

\$45.00 – Electrical Inspector

\$45.00 – Mechanical Inspector

\$45.00 – Plumbing Inspector

Roll call:

Ayes: Colvin, Nold, Ferrari, Curtis, Wright, Charles

Nays: None

Absent: None

Abstain: Payne

Motion Carried.

Trustee Payne returned to the dais.

**ITEMS REMOVED FROM CONSENT AGENDA FOR ACTION OR DISCUSSION**

None.

**PUBLIC COMMENT**

One individual spoke during this portion of public comment.

**BOARD OF TRUSTEE COMMENTS**

Trustee Colvin thanked the Board for the opportunity to serve as a member of the Township Board. She also thanked the member of the public who commented on the school shooting.

Trustee Payne thanked Teri Stiles for the update on the Oxford Area Cable Communications Commission.

Trustee Charles welcomed Trustee Colvin to the Downtown Development Authority. He also announced that the DDA is working on the upcoming Ice Fest in February 2022. Trustee Charles shared that the DDA was recently granted National Main Street accreditation.

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Clerk Wright stated that anyone interested in running for the partial Township Board Trustee position can pick up information in the Clerk's office. Petitions are due by 4:00 p.m. on April 19, 2022.

Clerk Wright stated that he and Supervisor Curtis attended a webinar regarding the ARPA funds. It appears that there may be more opportunities for use of the funding than originally thought. He further stated that Oakland County has approved funding for the gypsy moth eradication program.

Clerk Wright reminded everyone that the deadline for submitting bills to the Clerk's office is by noon on the due date.

Supervisor Curtis welcomed Trustee Colvin to the Board.

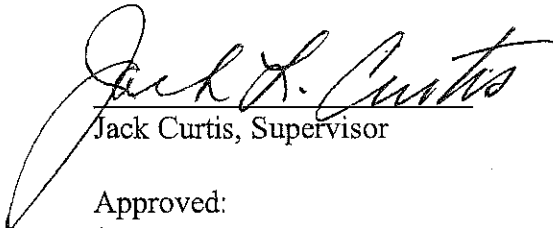
Supervisor Curtis announced that Sgt. Lenz has been promoted to Lt. and will be moving at the end of this week to the Rochester Hills substation. Sgt. Meza has been assigned to Oxford Township's substation.

ADJOURNMENT

Treasurer Ferrari moved, Trustee Payne seconded, to adjourn the meeting at 7:19 p.m.

Ayes: 7                      Nays: 0                      Absent: 0

Motion Carried.

  
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Jack Curtis, Supervisor

  
\_\_\_\_\_  
Curtis Wright, Clerk

Approved:  
/s/mm