

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,  
WEDNESDAY, MARCH 8, 2023

A Regular Meeting of the Charter Township of Oxford Board of Trustees was held Wednesday, March 8, 2023 at the Oxford Township Meeting Room, 300 Dunlap Road, Oxford, Michigan 48371.

Supervisor Curtis called the meeting to order at 5:30 p.m.

**RESPECTS TO THE FLAG**

**NOTING OF ROLL**

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

Members Absent: None

Also Present: Township Attorney Ellis, Township Attorney McAtamney, Township Engineer Sharpe, Township Planner Masson-Minock, Fire Chief Majestic, Executive Assistant Smith, Recording Secretary McCullough, Communications and Grants Manager Carnacchio, one camera person (OCTV), and approximately 30 guests.

**APPROVAL OF THE AGENDA**

Treasurer Ferrari moved, Trustee Charles seconded, to approve the March 8, 2023 agenda as presented.

Ayes: 7                      Nays: 0                      Absent: 0

Motion Carried.

**CLOSED SESSION (5:32 p.m.)**

Treasurer Ferrari moved, Trustee Nold seconded, to meet in Closed Session for the purpose of discussion of the following:

- a. A confidential legal opinion regarding proposed Development Agreements, pursuant to MCL 15.268(h) and MCL 15.243(1)(g).
- b. A confidential legal opinion regarding conditional rezoning under state law and the Township's Zoning Ordinance, pursuant to MCL 15.268(h) and MCL 15.243(1)(g).
- c. A confidential legal opinion to consider the purchase of real property pursuant to MCL 15.268(d).

Attendance to include the Charter Township of Oxford Board of Trustees, Township Attorney Brittny Ellis, Township Attorney Morgan McAtamney, Township Planner Megan Masson-Minock, Executive Assistant Danielle Smith, and Recording Secretary Susan McCullough.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

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Treasurer Ferrari moved, Trustee Charles seconded, to return to Open Session at 6:02 p.m. for the purpose of possible action regarding the above Closed Session items.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

**TOWNSHIP BOARD WORKSHOP**

Attorney Ellis advised the Township Board on meeting decorum and procedural rules.

**APPROVAL OF THE CONSENT AGENDA**

Treasurer Ferrari moved, Trustee Nold seconded, to approve the March 8, 2023 Consent Agenda including the following:

1. The regular Township Board meeting minutes of February 8, 2023;
2. The regular bills through March 3, 2023;
3. The consultant bills through March 3, 2023;
4. The Committee and Representative Reports for March 8, 2023;
5. The Development Agreement with Great Lakes Taco, LLC and authorize the Supervisor to execute same;
6. The Grants and Donations Obtained report.

Roll call:

Ayes: Colvin, Payne, Nold, Ferrari, Charles

Nays: Curtis, Wright

Absent: None

Motion Carried.

Treasurer Ferrari moved, Trustee Nold seconded, to approve the March 8, 2023 Consent Agenda including the following:

1. The Development Agreement with Frequency Wellness and authorize the Supervisor to execute same;
2. The Development Agreement with Lifted Industrial Partners II LLC and authorize the Supervisor to execute same;
3. The Development Agreement with Kurativ, LLC/Weesha Investments, LLC and authorize the Supervisor to execute same.

Roll call:

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

Nays: Ferrari

Absent: None

Motion Carried.

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

One citizen spoke during this portion of public comment.

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**FIRST READING**

**Zoning Ordinance 67A.030 – Text Amendments**

Treasurer Ferrari moved, Trustee Colvin seconded, to set a Second Reading and possible adoption of amendments to the Charter Township of Oxford Zoning Ordinance 67A to be considered at the Charter Township of Oxford Board of Trustees April 12, 2023 regular meeting.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

**FIRE DEPARTMENT**

**Approval of Assistant Chief Employment Agreement**

Treasurer Ferrari moved, Trustee Payne seconded, to approve the Employment Agreement between Randy Vesper and the Charter Township of Oxford to be employed as the full-time Assistant Chief for the Oxford Fire Department as presented. Further, Fire Chief Matthew Majestic and Supervisor Jack Curtis are authorized to sign the Employment Agreement between Randy Vesper and the Charter Township of Oxford.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

**Swearing-in of Assistant Fire Chief Randy Vesper**

Chief Majestic swore in Randy Vesper as the Assistant Fire Chief for the Charter Township of Oxford.

Supervisor Curtis called a 10-minute recess at 6:36 p.m.

The meeting reconvened at 6:45 p.m.

**SHARPE ENGINEERING REPORT**

Engineer Sharpe provided a written update regarding ongoing projects in the Township.

**UNFINISHED BUSINESS**

**American Rescue Plan Act Update/Recommendation**

Clerk Wright moved, Trustee Charles seconded, to allocate \$25,000.00 of American Rescue Plan Act funds for cemetery maintenance improvements for the purpose of tree removal, wall restoration, and installing a new sign at Mt. Pleasant Cemetery; and to assign the remaining \$10,405.50 American Rescue Plan Act funds for the fire radios to the Fire Station #3 project.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

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**Single Waste Hauler Update**

Proposals were submitted on March 1, 2023 by the following companies:

1. GFL
2. Priority Waste
3. Waste Management

Following review, the Committee is expected to provide a recommendation for approval to the Township Board at the April 12, 2023 meeting. The April 12, 2023 Township Board meeting is scheduled to be held at LakePoint Church located at 1550 W. Drahner Road.

**Paint (f/k/a "Squaw") Lake Canal Special Assessment District Request Resolution #1**

Treasurer Ferrari moved, Clerk Wright seconded, to approve the Resolution of Tentative Declaration of Intention to implement an Aquatic Weed Control Special Assessment District program for Paint Lake Canal and Supervisor Jack Curtis is authorized to sign the Paint Lake Canal Special Assessment District Agreement for Aquatic Weed Control on behalf of the Charter Township of Oxford, and to schedule a Public Hearing for the Oxford Township Board of Trustees regular meeting on Wednesday, April 12, 2023 at 6:30 p.m. or soon thereafter to hear and consider any objections submitted by any interested persons with respect to the Paint Lake Canal Special Assessment District petition, the Special Assessment District program, and the assessing of the cost thereof to the Special Assessment District.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

**NEW BUSINESS**

**Conditional Rezoning of Parcel 04-21-200-002 and Parcel 04-21-200-005**

Treasurer Ferrari moved, Trustee Nold seconded, to refer the conditional rezoning application requesting a rezone from C-1 (local commercial) to RM (multiple family) for parcel numbers 04-21-200-002 and 04-21-200-005 back to the Oxford Township Planning Commission for a recommendation of approval or denial to the Township Board on the conditional rezoning.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

**Safety Path Master Plan Approval**

Treasurer Ferrari moved, Trustee Nold seconded to approve the Charter Township of Oxford Safety Path Master Plan and revised priority listing for the Oxford Township Safety Path system as recommended by the Safety Path Committee and authorize Sharpe Engineering to create two (2) 24"x36" foam-backed Master Plan maps and twenty (20) 11"x17" maps. The cost of the maps to be expensed to Account #297-852-821.000 Safety Path Fund – Engineering Fees.

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Roll call:

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

Nays: Curtis

Absent: None

Motion Carried.

**Confirmation of Fire Alarm Replacement Costs for Township Building**

Supervisor Curtis moved, Trustee Charles seconded to approve the estimate dated February 10, 2023 from Thumb Alarm Systems, Inc. in the amount of \$14,359.77. This \$14,359.77 amount to be expensed to Account #101-265-976.000 Additions and Improvements.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

**Resolution Approving Public Transportation Agreement between Oakland County and North Oakland Transportation Authority**

Treasurer Ferrari moved, Trustee Nold seconded, to approve the Resolution to approve the Public Transportation Agreement between the Charter Township of Oxford; Village of Oxford; the Charter Township of Orion; the Village of Lake Orion; Township of Addison; Village of Leonard; North Oakland Transportation Authority and Oakland County for the term and conditions as set forth therein, and authorize the Township Supervisor, and the Executive Director of the North Oakland Transportation Authority to execute same.

Roll call:

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

Nays: Charles

Absent: None

Motion Carried.

**Credit Card Policy Update**

Treasurer Ferrari moved, Trustee Nold seconded, to approve the Resolution to Adopt Charter Township of Oxford Credit Card Policy and authorize the Township Clerk to certify and file same.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

**2023 Chloride Contract**

Treasurer Ferrari moved, Trustee Colvin seconded, that the Charter Township of Oxford contract with the Road Commission for Oakland County to provide chloride services for 2023 on all public gravel roads in the Charter Township of Oxford. The chloride cost shall be paid 100% by the Charter Township of Oxford for five (5) applications at the rate of 7.29 cents (\$0.0729) per foot per application. The cost for the chloride service to be expensed to Road Fund Account #204-440-969.000 Highway/Road Maintenance Contracts.

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Roll call:

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

Nays: None

Absent: None

Motion Carried.

**Fire Station #3 Well Bids**

Trustee Nold moved, Treasurer Ferrari seconded, to award the Oxford Fire Station #3 Fire Protection Well Bid to Ed Birkmeier Well Drilling at a base bid price of \$41,794.00. This \$41,794.00 amount to be paid from ARPA funds.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

**Approval of Request for Proposal for Cemetery Wall Reconstruction**

Trustee Charles moved, Trustee Payne seconded, to authorize the Cemetery Committee, with the assistance of Sharpe Engineering, to solicit Request for Proposals for wall reconstruction at the Oxford Township Cemetery.

Ayes: 7

Nays: 0

Absent: 0

Motion Carried.

**Sub-Station Interview Room Upgrade Quotation Approval**

Treasurer Ferrari moved, Trustee Nold seconded, to approve the invoice from American Video Transfer, Inc. dated February 21, 2023 in the amount of \$24,550.00 for upgrades to the Oakland County Sheriff Substation interview room. This \$24,550.00 amount to be expensed to Police Contracting Fund Account #207-302-976.000 Additions and Improvements.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

**Capital Improvement Priority List**

Discussion only. No action.

**Approval of Request for Proposals for Township Parking Lot Improvements**

Treasurer Ferrari moved, Trustee Nold seconded, to authorize the Capital Improvement Committee, with the assistance of Sharpe Engineering, to solicit Request for Proposals for parking lot and driveway improvements at the Oxford Township municipal complex.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

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**North Area Sanitary Sewer Special Assessment District Easement Acquisition**

Treasurer Ferrari moved, Trustee Nold seconded, to offer the property owner of the Oxford Promenade for the necessary sewer easement an amount not to exceed \$15,000.00.

Roll call:

Ayes: None

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

Absent: None

Motion Failed.

Treasurer Ferrari moved, Trustee Nold seconded, to accept the offer of \$15,000.00 for the purchase of an easement from Oxford Promenade, LLC for the purposes of construction and future maintenance of the Township's north area sanitary sewer.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

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

None.

**PUBLIC COMMENT**

Five residents spoke during this portion of public comment.

**BOARD OF TRUSTEE COMMENTS**

Supervisor Curtis stated that the next Township Board meeting will be held on April 12, 2023 at Lake Point Church on Draher Road at 6:30 p.m.

Supervisor Curtis wished Fire Chief Majestic a happy birthday.

Supervisor Curtis stated that a review of some of the Township's contracts will be on the Township Board agenda in April.

Supervisor Curtis explained, in response to earlier public comment, that MDOT and Oakland County do not conduct traffic studies in the winter.

Supervisor Curtis explained, in response to earlier public comment, that the conditional rezoning being proposed by MI Homes will be reconsidered by the Planning Commission at a future meeting, at which time a public hearing will be held. He further explained that water treatment will be considered at the engineering level.

Trustee Nold explained, in response to earlier public comment, explained that bid process that was followed and stated further that Community Disposal did not submit a bid for the community-wide waste hauler contract. He said his research has shown that they do not appear to participate in community-wide service.

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Trustee Colvin thanked the public for their comments and input, and also wished Chief Majestic a happy birthday.

Trustee Payne thanked the Board for an efficient meeting and stated that she would be out of town for the April 12, 2023 meeting.

Trustee Nold stated that Supervisor Curtis provided a 2023 township outlook update at the Chamber of Commerce Community Breakfast & Leadership Awards. Communications and Grants Manager Carnacchio received an Oxford Chamber Leadership Award for his contribution to the community.

Treasurer Ferrari stated that due to some changes in Township investment accounts, the Township has earned \$376,000.00 in interest since the beginning of November 2022.

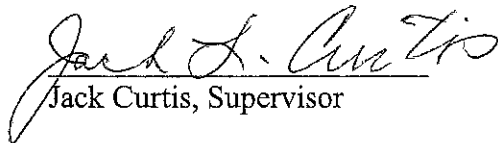
Clerk Wright stated that the Polly Ann Trail Commission will be holding a public input meeting on March 16, 2023 at Friendship Park in Lake Orion from 5:00 p.m. to 6:30 p.m.

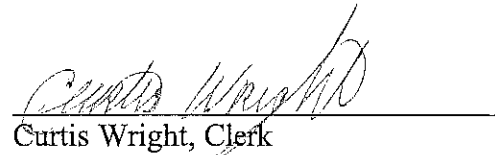
Trustee Charles stated that the Oxford Addison Youth Assistance is currently conducting a bottle/can drive.

**ADJOURNMENT**

Treasurer Ferrari moved, Trustee Charles seconded, to adjourn the meeting at 7:50 p.m.

Ayes: 7                      Nays: 0                      Absent: 0  
 Motion Carried.

  
 Jack Curtis, Supervisor

  
 Curtis Wright, Clerk

Approved:  
 /smm