

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,  
WEDNESDAY, AUGUST 14, 2024

A Regular Meeting of the Charter Township of Oxford Board of Trustees was held Wednesday, August 14, 2024 at the Oxford Township Meeting Room, 300 Dunlap Road, Oxford, Michigan 48371.

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

**RESPECTS TO THE FLAG**

**NOTING OF ROLL**

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

Members Absent: None.

Also Present: Township Attorney Brittney Ellis, Township Engineer Jim Sharpe, Fire Chief Matt Majestic, Communications and Grants Manager C.J. Carnacchio, Executive Assistant Danielle Smith, Recording Secretary Susan McCullough, one camera person (OCTV), and 7 residents.

**APPROVAL OF THE AGENDA**

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the August 14, 2024 agenda as amended to remove item 13.f. Oxford-Addison Youth Assistance Request for 2025 Contribution.

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

**APPROVAL OF THE CONSENT AGENDA**

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the August 14, 2024 Consent Agenda including the following:

1. Regular Township Board meeting minutes dated July 10, 2024
2. Closed Session Township Board meeting minutes dated July 10, 2024
3. Treasurer Reports for April, May and June 2024
4. Clerk Reports for April, May and June 2024
5. Regular Bills through August 9, 2024
6. Consultant Bills through August 9, 2024
7. Committee Reports

changing Statement #4521 to be allocated to 206-357-826.000.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

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

Two residents spoke during this portion of public comment.

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**BOARD OF TRUSTEE COMMENTS**

Trustee Colvin thanked the voters for their support.

Treasurer Ferrari stated that the Water & Sewer Committee is meeting on August 15, 2024 at 10:00 a.m. with MDOT regarding the 2020 sewer billing.

Clerk Wright reviewed the August 6, 2024 unofficial primary election results, and stated that his office is busy preparing for the November 5, 2024 general election.

Clerk Wright stated that he has moved Clerk's department scanned documents into the shared drive so that they are accessible to everyone.

Supervisor Curtis explained that the Resiliency Center is funded through March 2025. A panel discussion entitled Voices of Hope will be held on September 17, 2024 at 6:00 p.m. at Lake Point Church. The public is welcome to attend.

Supervisor Curtis reviewed the 2025 budget calendar. A special workshop meeting will be held on August 28, 2024.

**PUBLIC HEARINGS**

**MDNR Assistance with Potential Adoption of a Special Watercraft Rule for Manitou Lake**

Treasurer Ferrari moved, Trustee Colvin seconded, to open the Public Hearing at 6:39 p.m. to request the Michigan Department of Natural Resources ("MDNR") to investigate and consider an ordinance to create a special watercraft rule for Manitou Lake.

Roll call:

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

Nays: Charles

Absent: None

Motion Carried.

David Peacy, 1064 Inca Trail, stated that it is a consensus from the public hearing held in Orion Township that the residents are in favor of the "electric only/no wake" special watercraft rule.

Treasurer Ferrari moved, Trustee Colvin seconded, to close the Public Hearing at 6:41p.m. to request the Michigan Department of Natural Resources ("MDNR") to investigate and consider an ordinance to create a special watercraft rule for Manitou Lake.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

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**MDNR Assistance with Potential Adoption of a Special Watercraft Rule for  
Indianwood Lake**

Treasurer Ferrari moved, Trustee Colvin seconded, to open the Public Hearing at 6:42 p.m. to request the Michigan Department of Natural Resources (“MDNR”) to investigate and consider an ordinance to create a special watercraft rule for Indianwood Lake.

Roll call:

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

Nays: Charles

Absent: None

Motion Carried.

There being no public comment, Treasurer Ferrari moved, Trustee Colvin seconded, to close the Public Hearing at 6:43 p.m. to request the Michigan Department of Natural Resources (“MDNR”) to investigate and consider an ordinance to create a special watercraft rule for Indianwood Lake.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

**SECOND READING**

**Soil Erosion Ordinance 129.001**

Treasurer Ferrari moved, Trustee Payne seconded, to approve the Second Reading of the amendment as presented to the Oxford Township Article VI – Soil Erosion and Sedimentation Control Section 22-302 (Permit and Inspection Fees” and direct the Township Clerk to publish the Ordinance in accordance with State law.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Treasurer Ferrari moved, Trustee Payne seconded, to approve the Resolution to Approve Soil Erosion and Sediment Control Permit and Inspection Fees and authorize the Township Clerk to certify and file same.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

**Sewer Ordinance 107A.009**

Treasurer Ferrari moved, Trustee Nold seconded, to adopt Ordinance 107A.009, an Ordinance to amend Article III of Chapter 62 titled “Sewers and Sewage Disposal” of the Oxford Charter Township Code by amending and restating Article III in its entirety, as presented.

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Roll call:

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

Nays: None

Absent: None

Motion Carried.

**FIRE DEPARTMENT**

**Memorandum of Agreement – Hiring of EMTs Pending Paramedic Licensure**

Treasurer Ferrari moved, Trustee Nold seconded, to approve the Memorandum of Agreement for the hiring of EMTs pending paramedic licensure, between the Charter Township of Oxford and the International Association of Fire Fighters, Local 4763 as presented and authorize Fire Chief Matthew Majestic and Supervisor Jack Curtis to sign the Memorandum of Agreement on behalf of the Charter Township of Oxford.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Chief Majestic stated that the department was recently awarded a grant in the amount of \$66,690.00 for the purchase of turn-out gear for full-time firefighters.

**SHARPE ENGINEERING REPORT**

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

**UNFINISHED BUSINESS**

**Cedar-Long-Tan Lakes Special Assessment District Resolution #1**

Clerk Wright moved, Treasurer Ferrari seconded, to approve the Resolution of Tentative Declaration of Intention to implement an Aquatic Weed Control Special Assessment District program for Cedar Lake, Long Lake, and Tan Lake, and to schedule a public hearing for the Oxford Township Board of Trustees regular meeting on Wednesday, September 11, 2024 at 6:30 p.m. or soon thereafter at the Oxford Township Hall, 300 Dunlap Road, Oxford, Michigan to hear and consider any objections submitted by any interested persons with respect to the 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, Charles, Colvin, Payne, Nold, Ferrari, Curtis

Nays: None

Absent: None

Motion Carried.

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**NEW BUSINESS**

**Interlocal Agreement – Village of Oxford – 501 Lakeville Road**

Treasurer Ferrari moved, Trustee Nold seconded, to approve the Interlocal Agreement between Oxford Township and the Village of Oxford regarding 501 Lakeville Road, as presented, and authorize the Township Supervisor to execute same.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

**Special Watercraft Rule Resolutions**

**Resolution Requesting Assistance from MDNR with regard to Adopting a Special Watercraft Rule Pursuant to MCL 324.80110 on Manitou Lake**

Treasurer Ferrari moved, Trustee Nold seconded, to approve the Resolution requesting assistance from MDNR with regard to adopting a special watercraft rule pursuant to MCL 324.80110 on Manitou Lake and authorize the Township Clerk to (1) certify and file same and (2) forward the proposed Resolution to the Michigan Department of Natural Resources.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

**Resolution Requesting Assistance from MDNR with regard to Adopting a Special Watercraft Rule Pursuant to MCL 324.80110 on Indianwood Lake**

Treasurer Ferrari moved, Trustee Nold seconded, to approve the Resolution requesting assistance from MDNR with regard to adopting a special watercraft rule pursuant to MCL 324.80110 on Indianwood Lake and authorize the Township Clerk to (1) certify and file same and (2) forward the proposed Resolution to the Michigan Department of Natural Resources.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

**Schedule a First Reading of Zoning Ordinance 67A.033**

Treasurer Ferrari moved, Trustee Nold seconded, to set a First Reading of Ordinance 67A.033 for the September 11, 2024 Charter Township of Oxford Board of Trustees regular meeting to amend:

- Article 2 – Definitions;
- Article 4 – Special Land Uses;
- Article 10 – Environmental Provisions; and
- Article 12 – Site Plans

of the Charter Township of Oxford Zoning Ordinance 67A.

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Roll call:

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

Nays: None

Absent: None

Motion Carried.

**Schedule a First Reading of Zoning Ordinance 67A.034**

Treasurer Ferrari moved, Trustee Nold seconded, to set a First Reading of Ordinance 67A.034 for the September 11, 2024 Charter Township of Oxford Board of Trustees regular meeting to amend:

- Article 2 – Definitions; and
- Article 3 – Zoning District Regulations;

And to add:

- Section 5.39 – Renewable Energy Facilities
- to the Charter township of Oxford Zoning Ordinance 67A.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

**2024 Budget Amendments**

**101 – General Fund**

Treasurer Ferrari moved, Trustee Nold seconded, to approve the recommended 2024 budget amendments for General Fund (101) with revenues and expenditures balancing at \$5,215,084.00 and attach the spreadsheet as an appendix to the minutes.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

**204 – Road Fund**

Treasurer Ferrari moved, Trustee Nold seconded, to approve the recommended 2024 budget amendments for Road Fund (204) with revenues and expenditures balancing at \$259,000.00 and attach the spreadsheet as an appendix to the minutes.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

**206 – Fire Fund**

Treasurer Ferrari moved, Clerk Wright seconded, to approve the recommended 2024 budget amendments for Fire Fund (206) with revenues and expenditures balancing at \$7,951,265.71 and attach the spreadsheet as an appendix to the minutes.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

**207 – Police Contracting Fund**

Treasurer Ferrari moved, Trustee Nold seconded, to approve the recommended 2024 budget amendments for Police Contracting Fund (207) with revenues and expenditures balancing at \$4,851,023.00 and attach the spreadsheet as an appendix to the minutes.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

**209 – Cemetery Maintenance Fund**

Treasurer Ferrari moved, Trustee Nold seconded, to approve the recommended 2024 budget amendments for Cemetery Maintenance Fund (209) with revenues and expenditures balancing at \$410,000.00 and attach the spreadsheet as an appendix to the minutes.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

**239 – Telecommunications Fund**

Treasurer Ferrari moved, Trustee Nold seconded, to approve the recommended 2024 budget amendments for Telecommunications Fund (239) with revenues and expenditures balancing at \$40,000.00 and attach the spreadsheet as an appendix to the minutes.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

**249 – Building Department Fund**

Treasurer Ferrari moved, Trustee Nold seconded, to approve the recommended 2024 budget amendments for Building Department Fund (249) with revenues and expenditures balancing at \$536,546.50 and attach the spreadsheet as an appendix to the minutes.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

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**297 – Safety Path Fund**

Treasurer Ferrari moved, Trustee Nold seconded, to approve the recommended 2024 budget amendments for Safety Path Fund (297) with revenues and expenditures balancing at \$1,110,000.00 and attach the spreadsheet as an appendix to the minutes.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

**Oxford-Addison Youth Assistance Request for 2025 Contribution**

*This item was removed from the agenda.*

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

None.

**PUBLIC COMMENT**

One citizen spoke during this portion of public comment.

**BOARD OF TRUSTEES COMMENTS**

Trustee Charles stated that he would also like to see the results of the Master Plan survey.

Clerk Wright stated that the July sewer bills were delivered to the post office for mailing on July 1, 2024. For reasons unknown to the Township, many bills were delivered by the post office after the due date of August 5, 2024. All residents are welcome to petition the Township Board for a waiver of the late fee due to the post office's delivery delay.

Trustee Nold stated that the results of the Master Plan survey can be presented to the Township Board.

Supervisor Curtis explained that the Master Plan survey results have been presented to and discussed by the Planning Commission at multiple meetings.

Trustee Payne stated that Master Plan survey results from previous revisions of the Master Plan have been covered in the local paper.

Trustee Payne stated that in preparing the 2025 budget, the Board needs to keep in mind that the substation will be using more space in the lower level and the rent may need to be adjusted.

Supervisor Curtis explained that the original buildout of the lower level was paid for by the General Fund. The rent charged to the Police Contracting budget was to pay back those monies. That indebtedness has now been paid back. The upcoming expansion costs will come directly from the millage proceeds for the Police Contracting budget.

Clerk Wright agreed that the Master Plan survey results should be posted.

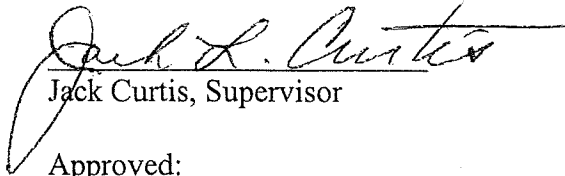
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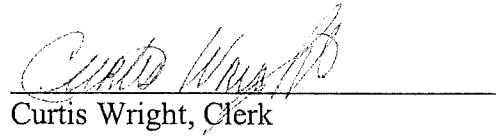
**ADJOURNMENT**

Treasurer Ferrari moved, Trustee Colvin seconded, to adjourn the meeting at 7:15 p.m.

Ayes: 7                      Nays: 0                      Absent: 0

Motion Carried.

  
\_\_\_\_\_  
Jack Curtis, Supervisor

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

Approved:  
/s/mm