

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,
WEDNESDAY, SEPTEMBER 11, 2024

A Regular Meeting of the Charter Township of Oxford Board of Trustees was held Wednesday, September 11, 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 Planner Passalacqua, Township Engineer Jim Sharpe, Fire Chief Matt Majestic, Recording Secretary Kelly Richter, one camera person (OCTV), and 15 residents.

APPROVAL OF THE AGENDA

Treasurer Ferrari moved, Trustee Charles seconded, to approve the September 11, 2024 agenda as presented.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried.

APPROVAL OF THE CONSENT AGENDA

Treasurer Ferrari moved, Trustee Nold seconded, to approve the September 11, 2024 Consent Agenda as amended correcting the Special Township Board meeting minutes dated August 28, 2024 by adding Wright after Clerk:

1. Regular Township Board meeting minutes dated August 14, 2024
2. Special Township Board meeting minutes dated August 28, 2024
3. Approval of Consultant Bills through September 6, 2024
4. Committee Reports
5. Amended Cemetery Maintenance Contract

Roll call:

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

Nays: None

Absent: None

Motion Carried.

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

2 residents spoke during this portion of public comment.

BOARD OF TRUSTEE COMMENTS

Trustee Charles would like to request a moment of silence today to recognize the somber day in history of September 11, 2001.

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Clerk Wright stated that the NE Historical Society will be hosting a cemetery tour Sunday, September 22, 2024. It will be on the south side of the cemetery. The tour will be celebrating the people in the cemetery, their accomplishments and legacy. The Mausoleum will be turning 100 years old and will be open to the public for people to come and look to see what's inside the Mausoleum. Also, in the process of paving the north side of the Oxford Cemetery.

Clerk Wright commented that the ballots for the November 5, 2024 election will be mailed out the last week in September.

Trustee Payne commented that she would like to recommend that the Supervisor appoint her replacement for negotiating with the Fire Department union.

Trustee Colvin stated that the DDA is decorating the downtown this Friday starting at 10:00 a.m.

Supervisor Curtis stated that this year's gravel program, thanks to the Road Committee have done 21,500 tons of aggregate and applied it to 13.37 miles of gravel road.

Supervisor Curtis also noted that he would gladly fill the position for the union negotiations.

PUBLIC HEARING

Cedar-Long-Tan Lakes Special Assessment District

Treasurer Ferrari moved, Trustee Charles seconded, to open the Public Hearing at 6:39 p.m. to discuss the establishment of the Cedar Lake, Long Lake, and Tan Lake Special Assessment District to hear objections to the SAD Petition, the SAD project, and the SAD cost estimate.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

The following residents expressed their concerns on the types of chemicals and the long term affect on the lake and weeds.

- Alan Raphael 132 Tanview
- Kimberly Reynolds 1946 Lakesview
- Mary Reynolds 222 Tanview
- Yvonne Dudley 520 Maloney
- Kurt Doll 1251 Seymour Lake
- Edwin Isaacson 628 Tanview
- Korina Hart 590 Tanview

Treasurer Ferrari moved, Trustee Colvin seconded, to close the Public Hearing to discuss the establishment of the Cedar Lake, Long Lake, and Tan Lake Special Assessment District to hear objections to the SAD Petition, the SAD project, and the SAD cost estimate at 6:57 p.m.

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Roll call:

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

Nays: None

Absent: None

Motion Carried.

FIRST READINGS

Zoning Ordinance 67A.033

Treasurer Ferrari moved, Trustee Nold seconded, to set a Second Reading and possible adoption of Ordinance 67A.033 for the October 9, 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.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Zoning Ordinance 67A.034

Treasurer Ferrari moved, Trustee Nold seconded, to set a Second Reading and possible adoption of Ordinance 67A.034 for the October 9, 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: Payne, Colvin, Charles, Wright, Ferrari, Nold, Curtis

Nays: None

Absent: None

Motion Carried.

FIRE DEPARTMENT

Fire Chief Majestic announced that the annual open house will be on October 5, 2024 from 11-3. The McLaren emergency room is now open and the EMS has already transported 3 patients there.

SHARPE ENGINEERING REPORT

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

UNFINISHED BUSINESS

2025 Budgets

101 – General Fund

Treasurer Ferrari moved, Trustee Nold seconded, to approve the recommended 2025 General Fund Budget with revenues and expenditures balancing at \$3,790,378.00 based on the property tax millage rate to be levied at 0.8776 mills 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.

204 – Road Fund

Treasurer Ferrari moved, Trustee Nold seconded, to approve the recommended 2025 Road Fund Budget with revenues and expenditures balancing at \$640,000.00 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, Trustee Nold seconded, to approve the recommended 2025 Fire Department Fund Budget with revenues and expenditures balancing at \$8,893,422.00 contingent upon voter approval of the proposed property tax millage rate of 5.25 mills that will appear on the November 5, 2024 general election ballot and attach the spreadsheet as an appendix to the minutes.

Roll call:

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 2025 Police Contracting Fund Budget with revenues and expenditures balancing at \$5,345,496.00 based on the property tax millage rate to be levied at 3.7831 mills and attach the spreadsheet as an appendix to the minutes.

Roll call:

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

Nays: None

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Absent: None

Motion Carried.

208 – Parks and Recreation Fund

Treasurer Ferrari moved, Trustee Nold seconded, to approve the recommended 2025 Parks and Recreation Fund Budget with revenues and expenditures balancing at \$1,960,000.00 based on the property tax millage rate to be levied at 0.9626 mills 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.

209 – Cemetery Maintenance Fund

Treasurer Ferrari moved, Trustee Nold seconded, to approve the recommended 2025 Cemetery Maintenance Fund Budget with revenues and expenditures balancing at \$210,000.00 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.

239 – Telecommunications Fund

Treasurer Ferrari moved, Trustee Nold seconded, to approve the recommended 2025 Telecommunications Fund Budget with revenues and expenditures balancing at \$15,000.00 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.

249 – Building Department Fund

Treasurer Ferrari moved, Trustee Nold seconded, to approve the recommended 2025 Building Department Fund Budget with revenues and expenditures balancing at \$516,165.00 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.

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296 – Cable T.V. Fund

Treasurer Ferrari moved, Trustee Nold seconded, to approve the recommended 2025 Cable T.V. Fund Budget with revenues and expenditures balancing at \$280,375.00 and attach the spreadsheet as an appendix to the minutes.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

297 – Safety Path Fund

Treasurer Ferrari moved, Trustee Nold seconded, to approve the recommended 2025 Safety Path Fund Budget with revenues and expenditures balancing at \$349,000.00 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.

298 – Polly Ann Trailway Management Council Fund

Treasurer Ferrari moved, Trustee Nold seconded, to approve the recommended 2025 Polly Ann Trailway Management Council Fund Budget with revenues and expenditures balancing at \$137,990.00 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.

North Oakland Transportation Authority (NOTA)

Treasurer Ferrari moved, Trustee Nold seconded, to approve the recommended 2025 North Oakland Transportation Authority Fund Budget with revenues and expenditures balancing at \$11,264,781.00 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.

Oxford Public Library Budget

Treasurer Ferrari moved, Trustee Nold seconded, to approve the recommended 2025 Oxford Public Library Budget with revenues and expenditures balancing at \$1,672,751.00 based on

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the property tax millage rate to be levied at 0.6224 mills and 0.6641 mills equal to 1.2865 mills 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.

2024 Parks and Recreation Debt Millage Rate Approval

Treasurer Ferrari moved, Trustee Nold seconded, to set the Parks and Recreation 2024 Debt Millage Rate at 0.1900 of a mill and authorize it to be placed on the December 2024 tax roll.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

2024 Tax Rate Request (L-4029) Approval

Treasurer Ferrari moved, Trustee Nold seconded, that the following millage rates to be levied and collected December 1, 2024, the general property tax on all real and personal property within the Township upon the current tax roll an allocated millage of 0.8776 of a mill for Township Operations; and voter authorized millage of 0.9626 of a mill for Parks and Recreation; 3.7831 mills for Police Contracting (unincorporated portion of the Township only); 0.6224 mills and 0.6641 of a mill for Oxford Public Library; and 0.1900 of a mill for Parks and Recreation Bond Debt.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Two minute break was called by Supervisor Curtis at this time.

Cedar-Long-Tan Lakes Special Assessment District Resolution #2

Treasurer Ferrari moved, Supervisor Curtis seconded to approve Resolution #2 to establish the Cedar Lake, Long Lake, and Tan Lake Special Assessment District as presented.

Roll call:

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

Nays: Nold

Absent: None

Motion Carried.

Oxford-Addison Youth Assistance Request for Contribution

Treasurer Ferrari moved, Trustee Colvin seconded to waive the requirement that Oxford-Addison Youth Assistance provide an Audited Financial Statement for the most recent year on the Request for Contribution form and allocate \$12,890.47 of 2025 General Fund funds to

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Oxford-Addison Youth Assistance. This \$12,890.47 amount to be expensed to the 2025 General Fund Account 101-695-881.002 Contributions Youth Assistance.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

NEW BUSINESS

Set Public Hearing for Great Lakes Senior Living Communities LLC for Issuance of tax-exempt bonds

Clerk Wright moved, Treasurer Ferrari seconded to approve the Resolution Calling Public Hearing regarding the proposed issuance by The Arizona Industrial Development Authority of Tax-Exempt Bonds (Great Lakes Senior Living Communities LLC) and schedule a Public Hearing for the October 9, 2024 Charter Township of Oxford Board of Trustees Regular Meeting. Any costs, including the Public Hearing publication requirements, associated with this Request for Public Hearing shall be reimbursed by Great Lakes Senior Living Communities LLC.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Support Emergency Operations Plan

Treasurer Ferrari moved, Trustee Nold seconded to approve the resolution to adopt the Oxford Township Support Emergency Operations Plan dated September 12, 2024 as presented, and authorize Supervisor Jack Curtis, Clerk Curtis Wright, Building Official Tim London, Communications and Grants Manager C.J. Carnacchio to sign the Oxford Township Support Emergency Operations Plan on behalf of the township.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Procurement Policy Amendments

Supervisor Curtis moved, Treasurer Ferrari seconded to approve the Amendment to Section 6 of Oxford Township's Procurement Policy for purposes of compliance with Federal Grant standards and authorize the Township Clerk Curtis Wright to certify and file the same.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

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Employee Handbook Amendment adding Employee Sick Time Act Language

Treasurer Ferrari moved, Trustee Nold seconded that the Oxford Township Personnel Committee work with the Kelly Law Firm to update the Oxford Township Employee Handbook to include the required language to comply with the Earned Sick Time Act of 2018 and provide the updated Oxford Township Employee Handbook for consideration of approval at a future Charter Township of Oxford Board of Trustees Meeting prior to the February 21, 2025 Earned Sick Time Act effective date.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Short-Term Disability Agreement

Treasurer Ferrari moved, Trustee Nold seconded to authorize BHS Insurance to terminate the Short-Term Disability Insurance Agreement with Kansas City Life Insurance Company effective on the earliest date possible and to approve entering into a Short-Term Disability Insurance Agreement with OneAmerica Insurance Company and authorize Supervisor Jack Curtis to sign any necessary documents on behalf of the Charter Township of Oxford.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Canvass of the August 6, 2024 Primary Election

Clerk Wright moved, Treasurer Ferrari seconded to approve the Canvass of Votes for the August 6, 2024 Primary Election for the Charter Township of Oxford as presented, and to include them as an attachment to the minutes.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

2023/2024 EVIP Grant Funding

Treasurer Ferrari moved, Trustee Nold seconded to authorize Treasurer Joseph G. Ferrari to sign a one (1) year subscription contract/invoice with Munetrix, LLC in the amount of \$3,711.00 in order to meet the State of Michigan reporting requirements to secure Economic Vitality Incentive Program (EVIP) funding. It is further understood that the \$3,711.00 fee will be subtracted from the \$67,306.00 EVIP grant, leaving \$63,595.00 to be distributed to the Oxford Township local taxing units, based on 2023 township millage rates and \$1,294.00 to be designated to the Oxford Township Fire Fund to help pay for its various applicable programs.

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Roll call:

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

Nays: None

Absent: None

Motion Carried.

At this time there was a moment of silence for the September 11, 2001 remembrance.

ITEMS REMOVED FROM CONSENT AGENDA FOR ACTION OR DISCUSSION

None.

PUBLIC COMMENT

None.

BOARD OF TRUSTEES COMMENTS

Treasurer Ferrari reminded everyone that the property taxes are due September 16, 2024 before interest charges are approved the next day.

Trustee Charles commented that Saturday is NoHaz day in Pontiac.

ADJOURNMENT

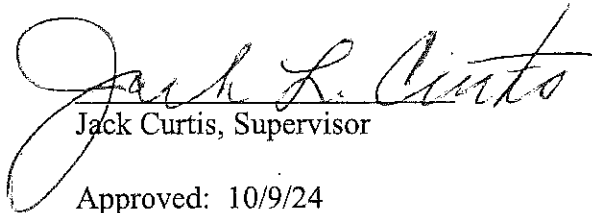
Treasurer Ferrari moved, Trustee Colvin seconded, to adjourn the meeting at 7:54 p.m.

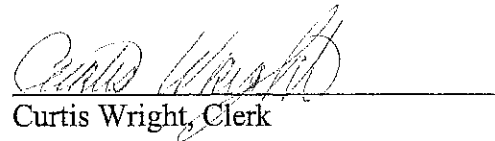
Ayes: 7

Nays: 0

Absent: 0

Motion Carried.


Jack Curtis, Supervisor
Approved: 10/9/24


Curtis Wright, Clerk