

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,  
WEDNESDAY, JANUARY 8, 2025

A Regular Meeting of the Charter Township of Oxford Board of Trustees was held Wednesday, January 8, 2025, 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, Wagner, Omtvedt, Charles, Ferrari, Colvin, Curtis

Members Absent: None.

Also Present: Township Attorney Brittney Ellis, Township Engineer Jim Sharpe, Fire Chief Matt Majestic, OCSO Lt. Scott Patterson, Communications and Grants Manager C.J. Carnacchio, Deputy Supervisor Danielle Smith, Recording Secretary Susan McCullough, one camera person (OCTV), and 3 residents.

**APPROVAL OF THE AGENDA**

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the January 8, 2025 agenda as presented.

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

**APPROVAL OF THE CONSENT AGENDA**

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the January 8, 2025, Consent Agenda as presented:

1. Regular Township Board meeting minutes dated December 11, 2024
2. Regular Bills through January 3, 2025
3. Treasurer's report for October 2024
4. Clerk's report for October 2024
5. Consultant Bills through January 3, 2025
6. Committee Reports
7. Barron Industries Development Agreement
8. Enclaves of Woodbridge First Amendment to Development Agreement

Roll call:

Ayes: Charles, Wagner, Colvin, Ferrari, Wright, Omtvedt, Curtis

Nays: None

Absent: None

Motion Carried.

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

One member of the public spoke during this portion of public comment.

Communications and Grants Manager Carnacchio shared the recent award of a grant from the Gary Sinise Foundation for the fire department training tower. He also shared a new Oxford history markers program that he has been developing. Various markers will be

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mounted through the Village and Township celebrating historical figures and events. More information will be forthcoming as the program develops. He thanked Trustee Charles for planting the seed for this project.

**BOARD OF TRUSTEE COMMENTS**

Trustee Omtvedt wished everyone a Happy New Year. He thanked Mr. Carnacchio for his work on the two projects mentioned above, and thanked Trustee Charles as well.

Clerk Wright reminded everyone that there are policies and procedures in place for committees. A chair needs to be appointed, and minutes/monthly reports provided for the meeting packet each month.

Supervisor Curtis thanked Mr. Carnacchio and Trustee Charles. He emphasized that both programs will be funded by donations, grants and volunteers. He also reiterated Clerk Wright's comments regarding the conduction of committee meetings.

Treasurer Ferrari stated that the Water & Sewer Committee has already met in 2025, and a chair has been selected. He also shared that in 2024, the Township earned \$1.42 million in interest in its various accounts.

Trustee Colvin wished everyone a Happy New Year and thanked everyone for their hard work.

Trustee Wagner wished everyone a Happy New Year and thanked Mr. Carnacchio. He also stated that he is looking forward to his involvement on the various committees to which he was appointed.

Trustee Charles stated that there is an upcoming fundraiser for the Oxford Addison Youth Assistance. He also thanked Mr. Carnacchio for his work on the historical marker project.

**FIRST READINGS**

**First Reading of Fire Department Cost Recovery Ordinance**

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the First Reading of the Oxford Township Fire Department Cost Recovery Ordinance and direct the Township Clerk to publish said Ordinance in accordance with state law and hereby set the Second Reading of said Ordinance amendment for February 12, 2025.

Roll Call:

Ayes: Omtvedt, Wright, Ferrari, Colvin, Wagner, Charles, Curtis

Nays: None

Absent: None

Motion Carried.

**First Reading for Parks and Recreation Ordinance 56.008**

Treasurer Ferrari moved, Trustee Colvin seconded, to accept the recommendation of the Township's Parks and Recreation Commission and approve the First Reading of Ordinance amendments to Chapter 34, Article II of Oxford Township's Code of Ordinances, titled

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Public Conduct in Parks and authorize the Township Clerk to publish same in accordance with state law, and set the Second Reading for February 12, 2025.

Roll Call:

Ayes: Ferrari, Colvin, Wagner, Omtvedt, Wright, Curtis

Nays: Charles

Absent: None

Motion Carried.

**FIRE DEPARTMENT**

**Recognition from Orion Township**

Supervisor Curtis shared a letter dated December 18, 2024, from Chris Barnett, Orion Township Supervisor, and Ryan Allen, Orion Township Fire Chief, recognizing the efforts of the Oxford Fire Department personnel during the recent explosion at the Keatington New Town condominiums.

**Year Report for 2024**

Chief Majestic shared the 2024 Year End Report for the Oxford Fire Department.

**SHARPE ENGINEERING REPORT**

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

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

**2025 Budget Amendments**

**OACCC Amended 2025 Budget**

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the amended 2025 budget for Oxford Area Cable Commission (296) with revenues and expenditures balancing at \$349,090.00 and attach the spreadsheet as an appendix to the minutes.

Roll Call:

Ayes: Wagner, Charles, Omtvedt, Wright, Ferrari, Colvin, Curtis

Nays: None

Absent: None

Motion Carried.

**NOTA Amended 2025 Budget**

Treasurer Ferrari moved, Trustee Charles seconded, to approve the amended 2025 North Oakland Transportation Authority budget with revenues and expenditures balancing at \$10,874,654.00 and attach the spreadsheet as an appendix to the minutes.

Roll Call:

Ayes: Charles, Omtvedt, Wagner, Ferrari, Colvin, Wright, Curtis

Nays: None

Absent: None

Motion Carried.

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**Zoning Board of Appeals Appointments**

Treasurer Ferrari moved, Trustee Colvin seconded, to appoint Jim Butler, Sandy Birch, and Todd Walters to the Oxford Township Zoning Board of Appeals with terms ending December 31, 2027.

Roll Call:

Ayes: Wright, Omtvedt, Charles, Wagner, Colvin, Ferrari, Curtis

Nays: None

Absent: None

Motion Carried.

**Planning Commission Appointments**

Supervisor Curtis moved, Treasurer Ferrari seconded, to approve the appointments of Mark Blankenship and Ryan Austin to the Oxford Township Planning Commission with terms expiring December 31, 2027.

Roll Call:

Ayes: Ferrari, Colvin, Wagner, Charles, Omtvedt, Wright, Curtis

Nays: None

Absent: None

Motion Carried.

**Certification of the November 5, 2024 General Election**

Clerk Wright moved, Treasurer Ferrari seconded, to approve the Canvass of Votes for the November 5, 2024, General Election for the Charter Township of Oxford as presented, and to include them as an attachment to the minutes.

Roll Call:

Ayes: Omtvedt, Charles, Colvin, Wagner, Ferrari, Wright, Curtis

Nays: None

Absent: None

Motion Carried.

**2025-2027 Oakland County Sheriff's Office Agreement**

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the Oakland County Sheriff's Law Enforcement Agreement for 2025-2027 and authorize the Township Supervisor to execute same.

Roll Call:

Ayes: Colvin, Wagner, Omtvedt, Ferrari, Wright, Curtis

Nays: Charles

Absent: None

Motion Carried.

**School Resource Officer Agreement with Oxford Community Schools**

Treasurer Ferrari moved, Clerk Wright seconded, to approve the School Resource Officer Agreement between Oakland County, Oakland County Sheriff, Oxford Community Schools, and the Charter Township of Oxford as presented, and authorize Supervisor Jack Curtis to sign the Agreement on behalf of the Charter Township of Oxford.

Roll Call:

Ayes: Charles, Wagner, Colvin, Ferrari, Wright, Omtvedt, Curtis

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Nays: None

Absent: None

Motion Carried.

**Water Usage Adjustment Request for 834 Augusta Blvd.**

Treasurer Ferrari moved, Trustee Colvin seconded, that the Oxford Township Board of Trustees authorizes Supervisor Jack L. Curtis to send a letter to the property owner of 834 Augusta Blvd. and the Oakland County Water Resources Commissioner's office stating that Oxford Township will offer a one-time \$500.00 water usage billing credit, as well as Oakland County Water and Sewer offering a waiver of the \$116.81 late charge for the two (2) homeowner leaking toilets.

Roll Call:

Ayes: Wagner, Colvin, Ferrari, Charles, Omtvedt, Wright, Curtis

Nays: None

Absent: None

Motion Carried.

**Possible Loan from Oxford Township General Fund to Oxford Township Sewer Fund –  
Brabb-Dewey Sewer Extension**

Treasurer Ferrari moved that the Oxford Township Board of Trustees authorizes an interfund township loan from the General Fund (101) to the Sewer Fund (590) in the amount of \$2.5 million dollars at a 1% annual interest rate with a ten (10) year payoff. It is understood that additional loan payments may be made by the Sewer Fund at any time without any penalties and with the remaining loan principal and interest balances recalculated based on these additional potential payments.

*Motion died for lack of support.*

**Willow Lake PRV Awarding of Bid**

Treasurer Ferrari moved, Trustee Colvin seconded, to award the Willow Lake Pressure Reducing Valve project to Trojan Development Company, Inc. at the base bid price of \$351,785.00.

Roll Call:

Ayes: Omtvedt, Wright, Ferrari, Colvin, Wagner, Charles, Curtis

Nays: None

Absent: None

Motion Carried.

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

None.

**PUBLIC COMMENT**

No residents spoke during this portion of public comment.

**BOARD OF TRUSTEES COMMENTS**

Trustee Colvin thanked the first responders for their work in 2024.

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Treasurer Ferrari also thanked the first responders. He also congratulated Mr. Austin and Mr. Blankenship on their appointment to the Planning Commission. Clerk Wright stated that he would like to see the whole proposal on the Brabb-Dewey sewer project before making a decision, including the impact on each household.

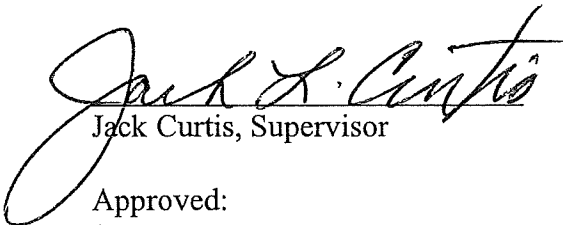
Supervisor Curtis introduced OCSO Patrol Sgt. Dougherty.

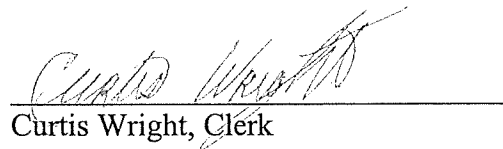
**ADJOURNMENT**

Treasurer Ferrari moved, Trustee Colvin seconded, to adjourn the meeting at 7:25 p.m.

Ayes: 7                      Nays: 0                      Absent: 0

Motion Carried.

  
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Jack Curtis, Supervisor

  
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Curtis Wright, Clerk

Approved:  
/smm