

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,
WEDNESDAY, MAY 10, 2023

A Regular Meeting of the Charter Township of Oxford Board of Trustees was held Wednesday, May 10, 2023 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, Curtis, Nold, Ferrari, Payne, Colvin, Charles

Members Absent: None

Also Present: Township Attorney Dan Kelly, Township Engineer Jim Sharpe, Fire Chief Matt Majestic, Parks and Recreation Director Phil Castonia, Recording Secretary Susan McCullough, Communications and Grants Manager C.J. Carnacchio, one camera person (OCTV), and approximately 41 guests.

APPROVAL OF THE AGENDA

Treasurer Ferrari moved, Trustee Nold seconded, to approve the May 10, 2023 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 May 10, 2023 Consent Agenda including the following:

1. The regular Township Board meeting minutes of April 12, 2023;
2. The regular bills through May 5, 2023;
3. The consultant bills through May 5, 2023;
4. Capital Improvement Project List Update.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

No citizens spoke during this portion of public comment.

FIRST READING

Zoning Ordinance 67A.031 – Amendments to Zoning Ordinance to Authorize Existing Medical Marijuana Retailer Facilities to Operate as Adult-Use Marijuana Retailers

Supervisor Curtis moved, Trustee Payne seconded, to accept the recommendation of the Charter Township of Oxford Planning Commission and approve the First Reading of the Amendments to the Oxford Charter Township's Zoning Ordinance 67A, Sections 2.2; 3.4(O); 3.5(J); and 5.35 (A) through (D) and direct the Township Clerk to publish said

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Ordinance in accordance with state law and hereby set the Second Reading of said ordinance amendments for June 14, 2023.

Roll call:

Ayes: Colvin, Charles, Nold, Payne, Curtis

Nays: Ferrari, Wright

Absent: None

Motion Carried.

SECOND READING

Zoning Ordinance 67A.030 – Text Amendments

Treasurer Ferrari moved, Trustee Payne seconded, to adopt the amendments to:

Article 3 Section 3.7 Footnotes to the Schedule of District Regulations;

Article 3 Section 3.8 Additional Regulations;

Article 6 Section 6.1 Application;

Article 6 Section 6.2 Accessory Buildings and Structures;

Article 12 Section 12.3 Site Plan Required;

Article 12 Section 12.6 Site Plan Review Process;

Article 12 Section 12.9 Site Plan Information;

Article 13 Section 13.5 Site Condominiums;

Article 14 Section 14.2 Authority;

Article 14 Section 14.3 Qualifying Conditions;

Article 14 Section 14.6 Design Standards;

Article 14 Section 14.12 Amendments;

Article 16 Administration and Enforcement

and the addition of:

Article 8 Section 8.11 Address Posting;

Article 8 Section 8.12 Residential Driveways;

Article 12 Section 12.9(H)(16) Additional Information for Commercial Planning Unit Developments;

Article 14A Commercial Planned Unit Developments;

Article 16 Section 16.20 Planned Unit Development Committee

to the Charter Township of Oxford Zoning Ordinance 67A as presented.

Roll call:

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

Nays: Charles

Absent: None

Motion Carried.

FIRE DEPARTMENT

Donation of Fire Engine 3 to William D. Ford Career Technical Center of the Wayne/Westland School District

Treasurer Ferrari moved, Trustee Charles seconded, to authorize the donation of a 1996 Pierce fire engine, VIN #1FV6JLCB7TH693231, to the Wayne-Westland School District, and to approve the Bill of Sale for the Donation of Used Equipment and authorize Fire Chief Matthew Majestic to sign the Bill of Sale on behalf of the Oxford Fire Department and the Charter Township of Oxford.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Purchase of New Ventilators for EMS Units

Treasurer Ferrari moved, Trustee Payne seconded, to approve Quote Q-38943 from ZOLL Medical Corporation dated April 28, 2023 in the amount of \$52,627.60 for the purchase of four (4) Z Vent Portable Ventilators, four (4) Eagle II Ventilator Carriers, and four (4) years of PM, and authorize Fire Chief Matthew Majestic to sign the quote on behalf of the Oxford Fire Department.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Purchase of a New Grass Fire Skid Unit

Treasurer Ferrari moved, Trustee Nold seconded, to approve the Quote from Darley in the amount of \$16,595.00 for the purchase of a FAST ATTACK 2 Option 1 Grass Fire Skid Unit, and authorize Fire Chief Matthew Majestic to sign any necessary documents for the purchase on behalf of the Oxford Fire Department.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Fire Station #3 – Lapeer Road Improvements Bid Award

Treasurer Ferrari moved, Trustee Charles seconded to award the Oxford Fire Station #3 – Lapeer Road Improvements project to Great Lakes Contracting Solutions at the base bid price of \$192,945.00. This \$192,945.00 amount to be paid with American Rescue Plan Act funds.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

SHARPE ENGINEERING REPORT

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

UNFINISHED BUSINESS

Paint (f/k/a “Squaw”) Lake Canal Special Assessment District Request Resolution #3

Clerk Wright moved, Treasurer Ferrari seconded, to approve Resolution No. 3, Preparation of Proposed Paint Lake Special Assessment Roll and Scheduling of Public Hearing, to implement an Aquatic Weed Control Special Assessment District program for Paint Lake

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Canal and schedule a public hearing for the Oxford Township Board of Trustees regular meeting on Wednesday, June 14, 2023 at 6:30 p.m. or soon thereafter to hear and consider any oral or written objections submitted by any interested persons with respect to the Special Assessment roll.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

American Rescue Plan Act Update/Recommendation

Treasurer Ferrari moved, Trustee Nold seconded, to allocate American Rescue Plan Act funds for the following:

- \$225,000.00 for Lapeer Road driveway improvements, DTE pole relocation, and well drilling for proposed Fire Station #3.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

NEW BUSINESS

Proposed Oxford Township Logo

Supervisor Curtis moved, Trustee Nold seconded, to adopt the attached logo, created by Oxford High School junior Cole Dienes, as the Charter Township of Oxford's new official logo and authorize the payment of \$250.00 to Mr. Dienes for his fine work. The money is to come from Public Relations account no. 101-267-880.000.

Roll call:

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

Nays: Charles

Absent: None

Motion Carried.

Oxford Addison Youth Assistance Appointments

Treasurer Ferrari moved, Trustee Nold seconded, to approve the Resolution as presented to appoint Linda Moran and Brendan Westenbarger to the Oxford-Addison Youth Assistance Board of Directors as requested in the Oxford-Addison Youth Assistance letter dated April 4, 2023.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Seymour Celebration Fireworks

Treasurer Ferrari moved, Trustee Nold seconded, to approve the 2023 American Fireworks Company contract for the annual Seymour Celebration for the dates of Friday, June 9, 2023

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and Saturday, June 10, 2023; further, the Oxford Township Parks & Recreation Department will continue to work closely with the Oxford Fire Department and Oakland County Sheriff's Office to ensure all safety and health regulations are followed as it pertains to the Seymour Celebration fireworks event.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Camp Oakland Sanitary Sewer Pump Station Bid Award

Treasurer Ferrari moved, Trustee Nold seconded, to award the Camp Oakland Sanitary Sewer Pump Station project to Trojan Development Company, Inc. in the base bid price of \$768,283.00. This \$768,283.00 amount to be paid from the Sewer Fund.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Seymour Lake Road Safety Path Engineering Design Approval

Treasurer Ferrari moved, Trustee Payne seconded, to authorize Sharpe Engineering to proceed with engineering design for the construction of a safety path along Seymour Lake Road from Sanders Road to Seymour Lake Park at a cost not to exceed \$128,900.00. This \$128,900.00 amount to be expensed to the Safety Path Fund Account 297-852-821.000.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Township Parking Lot – Authorization to Solicit Bids

Treasurer Ferrari moved, Trustee Colvin seconded, to authorize the Oxford Township Capital Improvement Committee to solicit bids for improvements to the Oxford Township Hall parking lot and driveways and provide a recommendation to award a bid at a future Charter Township of Oxford Board of Trustees meeting.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Cleaning Services Bid

Treasurer Ferrari moved, Trustee Nold seconded, to authorize Supervisor Jack Curtis to solicit bids for janitorial services for the Charter Township of Oxford offices and the Oakland County Sheriff's Office sub-station, and authorize Supervisor Jack Curtis to provide a

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recommendation from the bids received at a future Charter Township of Oxford Board of Trustees meeting.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Committee Protocol

Supervisor Curtis moved, Clerk Wright seconded, to request that the Compensation and Performance Evaluation Committee (Trustee Colvin, Clerk Wright, Supervisor Curtis) research and prepare a recommendation for compensation for committees.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried.

Oxford Village Summer Tax Collection Posting Agreement

Treasurer Ferrari moved, Trustee Nold seconded, to authorize Treasurer Joseph G. Ferrari to execute the Agreement for Oxford Village tax BS&A postings as presented and attach the formal agreement to the minutes.

Roll call:

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

Nays: Charles

Absent: None

Motion Carried.

Township I.T., Audiovisual, and Key Card Entry Bids

Treasurer Ferrari moved, Trustee Charles seconded, to authorize Supervisor Jack Curtis to solicit bids for Information Technology services, including key card entry, audiovisual updates to the Board Room and Meeting/Conference Room, and security cameras, and authorize Supervisor Jack Curtis to provide a recommendation from the bids received from qualified suppliers at a future Charter Township of Oxford Board of Trustees meeting.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Approval for Architectural Quote for Oakland County Sheriff's Office Sub-Station Expansion

Supervisor Curtis moved, Trustee Charles seconded, to waive the Procurement Policy Bid Process and approve the Letter of Understanding from Auger Klein Aller Architects, Inc. dated May 2, 2023 to develop a design concept for the expansion of the Oakland County Sheriff's Office sub-station and the remaining floor area of the lower level of the Oxford Township Hall at an amount not to exceed \$9,600.00, and authorize Supervisor Jack Curtis to sign the Letter of Understanding on behalf of the Charter Township of Oxford.

Roll call:

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

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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 TRUSTEE COMMENTS

Supervisor stated that he attended "Correctional Officers Day" at the Oakland County jail today. He also stated that Firefighter Shawn Goldie was laid to rest last Thursday.

Supervisor Curtis stated that MTA was huge success, and many good networking connections were made.

Supervisor Curtis also shared that Administrative Assistant to the OCSO substation, Lori Collier, lost her daughter earlier in the week. Services will be held at Modetz Funeral Home in Orion Township with visitation on Friday from 3:00 p.m. to 8:00 p.m. and the funeral on Saturday at 11:00 a.m.

Trustee Charles stated that he attended the DDA Main Street Oakland County awards last week. The Oxford DDA won three awards.

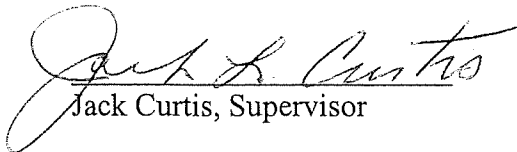
Treasurer Ferrari thanked everyone involved in preparing the agenda and the packet for the meeting, which allows everyone to be well-informed and prepared.

ADJOURNMENT

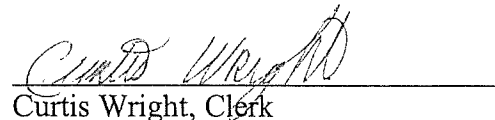
Treasurer Ferrari moved, Trustee Payne seconded, to adjourn the meeting at 8:16 p.m.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried.



Jack Curtis, Supervisor



Curtis Wright, Clerk

Approved:
/s/mm