

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,
WEDNESDAY, JULY 10, 2024

A Regular Meeting of the Charter Township of Oxford Board of Trustees was held Wednesday, July 10, 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 Auditor Rana Emmons, Township Engineer Jim Sharpe, Fire Chief Matt Majestic, Building Official Tim London, Library Director Bryan Cloutier, Executive Assistant Danielle Smith, Recording Secretary Susan McCullough, one camera person (OCTV), and four residents.

APPROVAL OF THE AGENDA

Treasurer Ferrari moved, Trustee Nold seconded, to approve the July 10, 2024 agenda as amended: Adding item 14.e under New Business entitled Possibility of Paving of Sanders Road.

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

APPROVAL OF THE CONSENT AGENDA

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the July 10, 2024 Consent Agenda including the following:

1. Regular Township Board meeting minutes dated June 12, 2024
2. Closed Session Township Board meeting minutes dated June 12, 2024
3. Regular Bills through July 5, 2024
4. Consultant Bills through July 5, 2024
5. Committee Reports
6. Building Department Activity Report
7. Revenue and Expenditure Report through June 30, 2024

Roll call:

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

Nays: None

Absent: None

Motion Carried.

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Two residents spoke during this portion of public comment.

BOARD OF TRUSTEE COMMENTS

Trustee Nold stated that he is happy to see the installation of the new north area sewer line is progressing.

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Clerk Wright stated that the Clerk's office is busy working on the upcoming election on August 6, 2024. Absentee ballots have been mailed, and continue to be issued.

Supervisor Curtis stated that staff is beginning to work on the 2025 budget. Performance evaluations need to be completed and submitted soon. Executive Assistant Smith has a budget timeline that will be distributed soon.

Supervisor Curtis stated that a millage proposal for the Oakland County Sheriff Department will be on the August 6, 2024 ballot.

PRESENTATION: 2023 Audited Financial Report – Rana Emmons PSLZ, CPAs

Treasurer Ferrari moved, Trustee Charles seconded, to receive and file the Charter Township of Oxford Audited Financial Report for the Fiscal Year Ended December 31, 2023 as presented.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

CLOSED SESSION (6:48 p.m.)

Treasurer Ferrari moved, Supervisor Curtis seconded, to meet in Closed Session for the purpose of discussion of a written legal opinion regarding the following:

- Potential purchase of property pursuant to MCL 15.268(1)(d) and MCL 15.268(1)(h).

with attendance to include the Charter Township of Oxford Board of Trustees, Township Attorney Ellis, Executive Assistant Smith, and Recording Secretary McCullough.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Treasurer Ferrari moved, Trustee Payne seconded, to return to Open Session at 7:15 p.m.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

FIRST READING

Soil Erosion Ordinance 129.001

Clerk Wright moved, Treasurer Ferrari seconded, to set a Second Reading and possible adoption of the Soil Erosion and Sediment Control Ordinance 129.001 for the August 14, 2024 Oxford Township Board of Trustees regular meeting.

Roll call:

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

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Nays: None

Absent: None

Motion Carried.

FIRE DEPARTMENT

Chief Majestic shared that there will be a charity car wash on Sunday, July 14 between 10:00 a.m. and 2:00 p.m. for late firefighter Shawn Goldie's family to raise funds to send them to Colorado Springs, CO to participate in the Fallen Fire Fighter Memorial, and to see Firefighter Goldie's name installed on the memorial.

SHARPE ENGINEERING REPORT

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

UNFINISHED BUSINESS

OCSO Substation Buildout Approval of Bid

Treasurer Ferrari moved, Trustee Nold seconded, to accept and approve Brencl Contracting in the amount of \$494,440.00 as the qualified bidder and recommended contractor of AKA Architects. This work encompasses the expansion of the OCSO Substation and the renovation of the Charter Township of Oxford vacant lower-level space. All work will be done according to the AKA Architects specifications for this expansion. The capital improvement team is also seeking an additional \$50,000 for contingencies for unforeseen expenses not identified in the expansion. These expenditures totaling \$544,440.00 will be charged to account number 207-302-976.002 Substation Expansion.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Single Waste Hauler Ballot Language

Trustee Nold moved, Trustee Payne seconded, to approve the Resolution to approve the placement of ballot language on the November 5, 2024 ballot, requesting Oxford Township's registered voters' advice as to whether the Board of Trustees should adopt an Ordinance authorizing the Township to contract with a single hauler for Township-wide single trash hauler services.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Website Recommendation

Trustee Charles moved, Treasurer Ferrari seconded, that the Oxford Township Website Committee recommends that the Oxford Township Board of Trustees formally approves the new Oxford Township website design with STG (Shumaker Technology Group). We will purchase the Platinum Package (\$4,450.00) and Optional Add-Ons of Aerial Drone Photography & Videography in the spring/summer (\$400), both on page 15 of the proposal.

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We will also purchase for the Hosting & Maintenance Yearly Plan Option B: Fully Managed (\$1,250.00 per year), which is on page 16. These funds are to be expensed to General Fund account number 101-267-962.011.

Roll call:

Ayes: None

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

Absent: None

Motion Failed.

Trustee Charles moved, Treasurer Ferrari seconded, that the Oxford Township Website Committee recommends that the Oxford Township Board of Trustees formally approves the Oxford Township website design with STG (Shumaker Technology Group). We will purchase the Platinum Package (\$4,450.00) and Optional Add-Ons of Aerial Drone Photography & Videography in the spring/summer (\$400), both on page 15 of the proposal. We will also purchase for the Hosting & Maintenance Yearly Plan Option B: Fully Managed (\$1,250.00 per year), which is on page 16. These funds are to be expensed to General Fund account number 101-267-962.011.

Roll call:

Ayes: None

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

Absent: None

Motion Failed.

Clerk Wright moved, Trustee Charles seconded, that the Oxford Township Board of Trustees formally approves Shumaker Technology Group to design a website for Oxford Township with the assistance of the Oxford Township Website Committee to be brought back at a future Township Board meeting for consideration of approval by the Oxford Township Board of Trustees. The purchase price of the Platinum Package of \$4,450.00 and Optional Add-Ons of Aerial Drone Photography & Videography in the spring/summer (\$400), both on page 15 of the proposal. We will also purchase for the Hosting & Maintenance Yearly Plan Option B: Fully Managed (\$1,250.00 per year), which is on page 16. These funds are to be expensed to General Fund account number 101-267-962.011.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

NEW BUSINESS

Cedar-Long-Tan Lakes Special Assessment District

Clerk Wright moved, Trustee Nold seconded, to authorize Sharpe Engineering to determine the boundary area and the cost estimate for the purpose of creating a Special Assessment District to eradicate weeds in Cedar Lake, Long Lake, and Tan Lake.

Roll call:

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

Nays: None

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Absent: None

Motion Carried.

Clinton River Watershed Council Agreement

Treasurer Ferrari moved, Trustee Payne seconded, to approve the Contract Extension Agreement between the Clinton River Watershed Council and the Charter Township of Oxford for Services for stormwater education for MS4 Stormwater Permit for the period beginning October 1, 2024 and expiring September 30, 2025 in the amount of \$2,170.00 and authorize Supervisor Jack Curtis to sign the Agreement on behalf of the Charter Township of Oxford. This \$2,170.00 amount shall be expensed to account number 101-447-821.004 Engineering – Storm Water Management.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Parking Lot Improvements

Treasurer Ferrari moved, Trustee Nold seconded, to authorize the Capital Improvement Committee to seek bids for maintenance of the township parking lot upper level and lower level. Bids shall include itemized pricing for 1) crack filling; 2) sealcoating; and 3) striping. Once the bids have been returned, the Capital Improvement Committee will make a recommendation to the Township Board for consideration of approval to complete the work. Bid specifications will be available on MITN.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried.

Oakland-Macomb Interceptor Drain Drainage District (“OMIDDD”) Series 2024 Bond

Trustee Nold moved, Treasurer Ferrari seconded, to approve the Resolution approving pre-payment of the Oakland-Macomb Interceptor Drain Drainage District Series 2024 Bond in the estimated amount of One Hundred Thirty-Eight Thousand Eight Hundred Ninety-Four Dollars (\$138,894.00) to be expensed to Sewer Fund account 590-527-991.000 (Principal Payment), and authorize Supervisor Jack L. Curtis to deliver a certified copy of the Resolution to the Oakland County Water Resources Commissioner.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Possibility of Paving Sanders Road

Treasurer Ferrari moved, Trustee Nold seconded, to approve that a Commitment Letter for the Township portion of the funding for the paving of Sanders Road from Drahner Road to Seymour Lake Road be composed, and authorize Supervisor Jack Curtis to sign on the Township’s behalf and submit the letter to the Road Commission of Oakland County.

Roll call:

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

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Nays: None

Absent: None

Motion Carried.

ITEMS REMOVED FROM CONSENT AGENDA FOR ACTION OR DISCUSSION

None.

PUBLIC COMMENT

No citizens spoke during this portion of public comment.

BOARD OF TRUSTEES COMMENTS

Trustee Charles thanked Kyle Shumaker from STG for travelling to Oxford to be at the meeting.

Clerk Wright thanked the Capital Improvements Committee for the improvements to the audio/visual equipment in the meeting room.

Treasurer Ferrari thanked the Board for its commitment to all the improvements throughout the community.

Treasurer Ferrari stated that the Water & Sewer Committee will be preparing and distributing a financial forecast to the Board.

Trustee Nold stated that the Planning Commission has been working hard on updating the Master Plan. He stated that it is good to see the road development beginning to take place.

Supervisor Curtis asked that any water and sewer bills that come to the Township be given to the Water & Sewer Committee so that they are aware of upcoming payments.

Supervisor Curtis stated that the gravelling of additional roads in the Township that was approved by the Board on June 12, 2024 should begin this week.

ADJOURNMENT

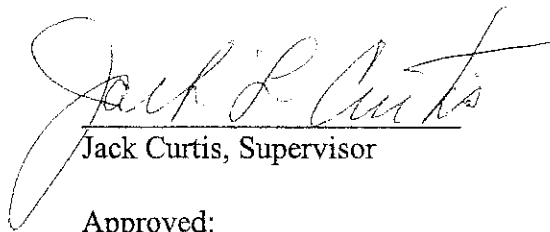
Treasurer Ferrari moved, Trustee Payne seconded, to adjourn the meeting at 8:05 p.m.

Ayes: 7

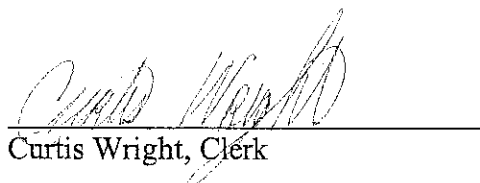
Nays: 0

Absent: 0

Motion Carried.



Jack Curtis, Supervisor



Curtis Wright, Clerk

Approved:

/s/mm