

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,
WEDNESDAY, NOVEMBER 13, 2024

A Regular Meeting of the Charter Township of Oxford Board of Trustees was held Wednesday, November 13, 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, Ferrari, Colvin, Curtis

Members Absent: Nold (excused), Payne (excused).

Also Present: Township Attorney Brittney Ellis, Township Engineer Jim Sharpe, Township Planner Matteo Passalacqua, Fire Chief Matt Majestic, Communications and Grants Manager C.J. Carnacchio, Executive Assistant Danielle Smith, Recording Secretary Susan McCullough, one camera person (OCTV), and 18 residents.

APPROVAL OF THE AGENDA

Clerk Wright moved, Treasurer Ferrari seconded, to approve the November 13, 2024 agenda as amended:

1. 10.a. Remove the "8" leaving the item to read "Zoning Ordinance 67A.035 . . .".
2. Move item 14.i. Appointment of Deputy Supervisor under New Business up to 14.a., moving the remaining items down accordingly; and
3. Add item 14.j. Committee Assignments under New Business.

Ayes: 5 Nays: 0 Absent: 2

Motion Carried.

APPROVAL OF THE CONSENT AGENDA

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the November 13, 2024 Consent Agenda as amended adding item 6. Presentation-Resolution in honor of Margie Payne, and item 7. Presentation-Resolution in honor of Jonathan Nold to the Consent Agenda:

1. Regular Township Board meeting minutes dated October 9, 2024
2. Regular Bills through November 1, 2024
3. Consultant Bills through November 1, 2024
4. Committee Reports
5. NES Plumbing & Heating – Replace RTU-5
6. Presentation – Resolution in honor of Margie Payne
7. Presentation – Resolution in honor of Jonathan Nold

Roll call:

Ayes: Charles, Colvin, Ferrari, Wright, Curtis

Nays: None

Absent: Nold, Payne

Motion Carried.

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PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

No residents spoke during this portion of public comment.

BOARD OF TRUSTEE COMMENTS

Trustee Charles stated that the Oxford Addison Youth Assistance (OAYA) will be holding its annual Youth Recognition awards event soon. Nominations are being accepted.

Trustee Charles also stated that the annual Shop with a Hero event will take place on December 4, 2024 at 6:00 p.m.

Trustee Charles asked about 921 Tanview Drive. Planner Passalacqua explained that zoning reviews and inspections have been necessary.

Clerk Wright provided an update on the November 5, 2024 Presidential Election. He stated that everything went well at all precincts. He thanked the Clerk's office staff and the 67 precinct inspectors for their hard work.

Trustee Colvin announced that the DDA Soup & Sweet Stroll will be held the first Friday in December in downtown Oxford.

Supervisor Curtis stated that the north area sewer connection project is wrapping up and the area is 98% remediated.

PRESENTATIONS

Resolution in Honor of Margie Payne

Moved to Consent Agenda.

Resolution in Honor of Jonathan Nold

Moved to Consent Agenda.

PUBLIC HEARINGS

Cedar, Long, Tan Lakes Special Assessment District

Treasurer Ferrari moved, Trustee Charles seconded, to open the public hearing at 6:37 p.m. to discuss the establishment of the Cedar Lake, Long Lake, and Tan Lake Special Assessment District to hear objections to the assessments to be levied and to correct any errors on the special assessment roll.

Roll call:

Ayes: Wright, Charles, Colvin, Ferrari, Curtis

Nays: None

Absent: Nold, Payne

Motion Carried.

Korina Hart, 520 Tanview Drive, objected to the assessment due to the long-term effects on the aquatic life.

Alayna Fredericks, 408 Tanview Drive, objected to the assessment because of the increase in invasive species that are now taking over.

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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 assessments to be levied and to correct any errors on the special assessment roll at 6:42 p.m.

Roll call:

Ayes: Colvin, Ferrari, Wright, Charles, Curtis

Nays: None

Absent: Nold, Payne

Motion Carried.

CDBG Suggested Funding for 2025

Treasurer Ferrari moved, Trustee Colvin seconded, to open the public hearing at 6:43 p.m. to discuss CDBG suggesting funding for 2025.

Roll call:

Ayes: Charles, Wright, Ferrari, Colvin, Curtis

Nays: None

Absent: Nold, Payne

Motion Carried.

There being no public comment, Treasurer Ferrari moved, Trustee Colvin seconded, to close the public hearing to discuss CDBG suggested funding for 2025 at 6:44 p.m.

Roll call:

Ayes: Ferrari, Wright, Charles, Colvin, Curtis

Nays: None

Absent: Nold, Payne

Motion Carried.

FIRST READINGS

Zoning Ordinance 67A.035 – Article 2 Text Amendments to Article 2 and the Addition of Section 8.13 Regarding Electric Vehicles

Treasurer Ferrari moved, Trustee Colvin seconded, to set a Second Reading and possible adoption of Ordinance 67A.035 for the December 11, 2024 Charter Township of Oxford Board of Trustees regular meeting to amend:

Article 2 – Definitions; and

Article 8 – Addition of new Section 8.13: Electric Vehicle Charging Stations to the Charter Township of Oxford Zoning Ordinance 67A.

Roll call:

Ayes: Colvin, Charles, Wright, Ferrari, Curtis

Nays: None

Absent: Nold, Payne

Motion Carried.

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Zoning Ordinance 67A.036 – Text Amendments to Article 18 and the Addition of Section 18.6 and Section 18.7 to Establish Criteria Zoning Ordinance Text Amendments and Zoning Map Amendments

Treasurer Ferrari moved, Trustee Colvin seconded, to set a Second Reading and possible adoption of Ordinance 67A.036 for the December 11, 2024 Charter Township of Oxford Board of Trustees regular meeting to amend:

Article 18 – Amendment

and to add:

Section 18.6 – Criteria for Amendment of the Official Zoning Map; and

Section 18.7 – Criteria for the Amendment to the Zoning Ordinance Text

to the Charter Township of Oxford Zoning Ordinance 67A.

Roll call:

Ayes: Ferrari, Wright, Colvin, Charles, Curtis

Nays: None

Absent: Nold, Payne

Motion Carried.

FIRE DEPARTMENT

Fire Chief Majestic thanked the Board and the community for their support in the passing of the millage proposal on November 5, 2024.

Appointment of Supervisor Curtis to the Union Negotiating Committee

Treasurer Ferrari moved, Trustee Charles seconded, to appoint Supervisor Jack Curtis to the Fire Union Negotiation Committee, effective immediately.

Roll call:

Ayes: Ferrari, Colvin, Charles, Wright, Curtis

Nays: None

Absent: Nold, Payne

Motion Carried.

Purchase of Air Packs

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the Fire Department purchase of fifty (50) Self-Contained Breathing Apparatus (SCBA) cylinders and fifteen (15) Self-Contained Breathing Apparatus (SCBA) masks with protective bags in the amount of \$67,867.50 from the November 6, 2024 Municipal Emergency Services quote #QT1873415.

Roll call:

Ayes: Wright, Ferrari, Charles, Colvin, Curtis

Nays: None

Absent: Nold, Payne

Motion Carried.

SHARPE ENGINEERING REPORT

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

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UNFINISHED BUSINESS

Cedar-Long-Tan Lakes Special Assessment District Resolution #4

Treasurer Ferrari moved, Clerk Wright seconded, to approve Resolution No. 4 to confirm the special assessment roll for the Cedar Lake, Long Lake, and Tan Lake Special Assessment District, and approve the special assessment roll attached as Exhibit 1 to Resolution No. 4, to implement an Aquatic Weed Control Special Assessment District program for Cedar Lake, Long Lake, and Tan Lake.

Roll call:

Ayes: Colvin, Charles, Wright, Ferrari, Curtis

Nays: None

Absent: Nold, Payne

Motion Carried.

CDBG Suggested Funding for 2025

Treasurer Ferrari moved, Trustee Colvin seconded, that the Charter Township of Oxford Board of Trustees formally agrees to allocate its 2025 Community Development Block Grant (CDBG) funds in the following manner:

\$30,647.00 for the mobile home minor home repair program for mobile homes within Lake Villa and Parkhurst that it administered through Oakland County CDBG.

That the Charter Township of Oxford Board of Trustees authorizes CDBG Coordinator Joseph G. Ferrari to prepare all the necessary documents and authorizes Supervisor Jack L. Curtis to sign the 2025 annual CDBG submittal, 2025 Sub-Recipient Agreement (when made available) and the Conflict-of-Interest Certification on behalf of the Township.

Roll call:

Ayes: Wright, Ferrari, Colvin, Charles, Curtis

Nays: None

Absent: Nold, Payne

Motion Carried.

American Rescue Plan Act Committee Recommendations

Reallocation of Brabb-Dewey Subdivision Funding

Treasurer Ferrari moved, Trustee Colvin seconded, to reallocate the \$180,000.00 American Rescue Plan Act funds previously approved at the August 9, 2023 Oxford Township Board of Trustees meeting for the Brabb-Dewey Subdivision future sanitary sewer project to the following projects:

- \$97,600.00 for Stony Lake Park sanitary sewer project;
- \$59,478.52 for Polly Ann Trail improvements;
- \$13,753.98 for Oxford Cemetery paving and tree removal; and
- \$9,167.50 for Oxford Township Hall parking lot improvements.

These projects are subject to legal review to confirm they are a permitted use of American Rescue Plan Act funds.

Roll call:

Ayes: Wright, Ferrari, Colvin, Charles, Curtis

Nays: None

Absent: Nold, Payne

Motion Carried.

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Reallocation of Completed Projects Excess Funds

Treasurer Ferrari moved, Trustee Colvin seconded, to reallocate American Rescue Plan Act funds as follows:

- \$16,460.00 from proposed Fire Station #3 project to the Polly Ann Trail for trail improvements;
- \$2,337.50 from legal fees to the Polly Ann Trail for trail improvements;
- \$1,053.00 from the drinking fountain for the Helen Smith Park project to the Polly Ann Trail for trail improvements.

Roll call:

Ayes: Wright, Charles, Colvin, Ferrari, Curtis

Nays: None

Absent: Nold, Payne

Motion Carried.

Payment of Oxford Cemetery Wall Restoration Project

Treasurer Ferrari moved, Trustee Colvin seconded, to reallocate Oxford Township Cemetery wall restoration project expenses from American Rescue Plan Act funds and to allocate the Oxford Township Cemetery wall restoration project expenses to Cemetery Maintenance Fund account 209-276-811.000 Restoration.

Roll call:

Ayes: Colvin, Ferrari, Wright, Charles, Curtis

Nays: None

Absent: Nold, Payne

Motion Carried.

Amended 2024 L-4029 (Tax Rate Request)

Treasurer Ferrari moved, Trustee Colvin seconded, that the Oxford Township Board of Trustees authorizes Supervisor Jack L. Curtis and Clerk Curtis W. Wright to sign the approved and amended 2024 Oxford Township L-4029 (Tax Rate Request) with the additional millage to be levied and collected December 1, 2024 on the general property tax on all real and personal property within the Township upon the current tax roll a voter authorized millage of 5.25 mills for Fire Operating, EMS and ALS.

Roll call:

Ayes: Ferrari, Colvin, Charles, Wright, Curtis

Nays: None

Absent: Nold, Payne

Motion Carried.

NEW BUSINESS

Appointment of Deputy Supervisor

Supervisor Curtis moved, Treasurer Ferrari seconded, to approve the Resolution to approve the Deputy Supervisor appointment and salary and authorize the Township Clerk to certify and file same.

Roll call:

Ayes: Colvin, Charles, Wright, Ferrari, Curtis

Nays: None

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Absent: Nold, Payne
Motion Carried.

Sign Application Request

Treasurer Ferrari moved, Trustee Colvin seconded, to grant conditional approval for the application to convert the existing billboard located at 1245 South Lapeer Road to an electronic message sign (EMS). This conditional approval is based on the Carlisle|Wortman summary letter dated November 13, 2024, noting all conversion application requirements.

The approval is subject to the following conditions:

1. Improvements to the existing support pole be made to improve its aesthetics via paint or other similar coatings;
2. The waiving of the height requirement of the new sign based on the existing height; and
3. The applicant must submit all necessary permit applications and obtain the required permits from Oxford Township for the EMS sign.

Roll call:

Ayes: Wright, Ferrari, Charles, Colvin, Curtis

Nays: None

Absent: Nold, Payne

Motion Carried.

Master Plan Funding Request

Treasurer Ferrari moved, Trustee Colvin seconded, to approve allocating an additional \$10,000.00 to the Oxford Township Master Plan, bringing the total amount to \$60,000.00. This \$10,000.00 to be expensed to account 101-791-801.001 Master Plan.

Roll call:

Ayes: Wright, Ferrari, Colvin, Curtis

Nays: Charles

Absent: Nold, Payne

Motion Carried.

Sushi & Thai Liquor License Application

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the Resolution recommending approval of the transfer of the Class C License and an SDM License from Dimitri's Auburn Hills to Sushi & Thai, LLC for their location at 955 S. Lapeer Road, Oxford, MI 48371, and authorize the Township Clerk to forward the recommendation to the Michigan Liquor Control Commission for consideration.

Roll call:

Ayes: Wright, Ferrari, Colvin, Charles, Curtis

Nays: None

Absent: Nold, Payne

Motion Carried.

Schedule a First Reading for Parks and Recreation Ordinance 56.008

Treasurer Ferrari moved, Trustee Charles seconded, to refer proposed Parks and Recreation Ordinance 56.008 back to the Parks and Recreation Commission requesting that the

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Commission address the possibility of charging non-residents an admission fee to use the parks, and to consider eliminating *Sec. 34-36. Alcoholic liquor and controlled substances* from the proposed Ordinance.

Roll call:

Ayes: Colvin, Ferrari, Wright, Charles, Curtis

Nays: None

Absent: Nold, Payne

Motion Carried.

Additional Expenses for Oakland County Sheriff's Office Sub-Station

Treasurer Ferrari moved, Clerk Wright seconded, to approve the allocation of \$112,846.48 for the following items pertaining to the Oakland County Sheriff's Office Oxford Sub-Station Expansion project:

- Painting the entire substation;
- Purchasing and installing lockers; and
- Reconfiguring the fire suppression system.

This \$112,846.48 is to be expensed to account 207-302-976.002 Substation Expansion.

Roll call:

Ayes: Ferrari, Colvin, Charles, Wright, Curtis

Nays: None

Absent: Nold, Payne

Motion Carried.

MERS Contribution

Treasurer Ferrari moved, Trustee Colvin seconded, to contribute \$150,000.00 to the Fire Defined Benefit Pension Plan as advised by Township Auditor Rana Emmons. This \$150,000.00 is to be expensed to account 101-995-965.206 Contribution to Fire Fund.

Roll call:

Ayes: Charles, Ferrari, Wright, Colvin, Curtis

Nays: None

Absent: Nold, Payne

Motion Carried.

2024 Delinquent Oakland County Road Resolution

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the 2024 Delinquent Road Paving Special Assessments as presented in the amount of \$7,920.54 and authorize it to be placed on the 2024 Winter Tax Roll.

Roll call:

Ayes: Charles, Wright, Ferrari, Colvin, Curtis

Nays: None

Absent: Nold, Payne

Motion Carried.

Sewer Late Fee Request for 1346 Queens Drive

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 owners of 1346 Queens Drive informing them that the late fee incurred for their late sewer bill should be

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addressed with the local post office as the township mailed out its sewer bill correctly and on time.

Roll call:

Ayes: Ferrari, Colvin, Charles, Wright, Curtis

Nays: None

Absent: Nold, Payne

Motion Carried.

Committee Assignments

Treasurer Ferrari moved, Trustee Charles seconded, to approve the extension of the current committee appointments for all re-elected officials through the December 11, 2024 Board of Trustees meeting.

Roll call:

Ayes: Wright, Ferrari, Colvin, Charles, Curtis

Nays: None

Absent: Nold, Payne

Motion Carried.

ITEMS REMOVED FROM CONSENT AGENDA FOR ACTION OR DISCUSSION

None.

PUBLIC COMMENT

One resident spoke during this portion of public comment.

BOARD OF TRUSTEES COMMENTS

Trustee Colvin thanked the Clerk's office and election workers for their hard work.

Treasurer Ferrari also thanked the Clerk's office.

Clerk Wright thanked Trustee Nold and Trustee Payne for their service to the community and wished everyone a Happy Thanksgiving.

Trustee Charles also thanked the Clerk's office. He stated that he visited all seven precincts and everything appeared to be going smoothly.

Supervisor Curtis thanked Trustee Nold and Trustee Payne for their service. He also thanked Mr. Wagner and Mr. Omtvedt for their attendance at tonight's meeting.

Supervisor Curtis reminded everyone that all elected and appointed officials will be sworn in on November 20, 2024 at noon. The public are welcome to attend.

ADJOURNMENT

Treasurer Ferrari moved, Trustee Colvin seconded, to adjourn the meeting at 7:37 p.m.

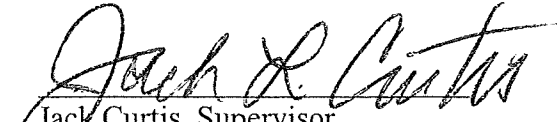
Ayes: 5

Nays: 0

Absent: 2

Motion Carried.

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Jack Curtis, Supervisor
Approved:
/smm



Curtis Wright, Clerk