

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

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

Members Absent: None.

Also Present: Township Attorney's Brittney Ellis and Nancy Olind, Township Engineer Jim Sharpe, Fire Chief Matt Majestic, Communications and Grants Manager C.J. Carnacchio, Deputy Supervisor Danielle Smith, Recording Secretary Kelly Richter, one camera person (OCTV), and 1 resident.

APPROVAL OF THE AGENDA

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the December 11, 2024 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 December 11, 2024 Consent Agenda including the following:

1. Regular Township Board meeting minutes dated November 13, 2024
2. Regular Bills through December 4, 2024
3. Treasurer's Report for September 2024
4. Clerk's Report for September 2024
5. Approval of Consultant Bills through December 4, 2024
6. Committee Reports
7. Deputy Supervisor Job Description

Roll call:

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

Nays: None

Absent: None

Motion Carried.

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

None presented.

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CLOSED SESSION (6:32 p.m.)

Treasurer Ferrari moved, Trustee Colvin seconded, to meet in Closed Session for the purpose of discussing negotiations with the International Association of Fire Fighters, Local 4763, pursuant to MCL 15.268(c) and MCL 15.268(h) with attendance to include the Charter Township of Oxford Board of Trustees, Township Attorney's Ellis and Olind, Fire Chief Majestic, Deputy Supervisor Smith, and Recording Secretary Richter.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Treasurer Ferrari moved, Trustee Colvin seconded, to return to Open Session at 7:12 p.m.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

BOARD OF TRUSTEE COMMENTS

Supervisor Curtis welcomed the new Township Board Trustees David Wagner and Jeffrey Omtvedt.

Supervisor Curtis commented that he is working with Attorney Ellis on the 2025-2027 revised Sheriff Contract.

Supervisor Curtis thanked Sarah Davis, C.J. Carnacchio and Danielle Smith for taking the initiative to fold, print and get the envelopes ready for the sewer increase mailing.

Trustee Omtvedt thanked the Township Employees and Board members for helping him get on board and looking forward to serving the community.

Treasurer Ferrari stated that the sewer mailing labels are almost done and the mailing is 80 percent complete.

Treasurer Ferrari thanked his staff Tracy Devereaux and Sarah Davis for staying on top of their jobs.

Trustee Wagner thanked Supervisor Curtis for his opening comments and he is extremely humbled and excited to serve the community.

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SECOND READING

Zoning Ordinance No. 67A.035

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the Second Reading of the Oxford Township's Zoning Ordinance 67A.035 related to electric vehicles and electric vehicle charging stations in the Township and direct the Township Clerk to publish said Ordinance in accordance with State Law.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Zoning Ordinance No. 67A.036

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the Second Reading of the Oxford Township Zoning Ordinance 67A.036 related to the approval process for zoning ordinance text and zoning map amendments and direct the Township Clerk to publish said Ordinance in accordance with State Law.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

FIRE DEPARTMENT

Consideration of successor collective bargaining agreement between the Oxford Fire Department and the International Association of Fire Fighters, Local 4763.

Treasurer Ferrari moved, Trustee Charles seconded, to approve the collective bargaining agreement between Oxford Fire Department and the International Association of Fire Fighters, Local 4763, effective January 1, 2025, through December 31, 2028.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

SHARPE ENGINEERING REPORT

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

UNFINISHED BUSINESS

American Rescue Plan Act Funding Agreement with the Polly Ann Trailway Management Council

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the Interlocal Agreement between the Charter Township of Oxford and the Polly Ann Trailway Management Council, Inc., for the obligation of \$79,329.02 in ARPA funds for designated improvements to the Polly Ann Trail, and to authorize the Township Supervisor to execute the Agreement.

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Roll call:

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

Nays: None

Absent: None

Motion Carried.

NEW BUSINESS

2024 Budget Amendments

101 – General Fund

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the recommended 2024 budget amendments for General Fund (101) with revenues and expenditures balancing at \$4,689,188.00 and attach the spreadsheet as an appendix to the minutes.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

204 – Road Fund

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the recommended 2024 budget amendments for Road Fund (204) with revenues and expenditures balancing at \$372,904.00 and attach the spreadsheet as an appendix to the minutes.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

206 – Fire Fund

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the recommended 2024 budget amendments for Fire Fund (206) with revenues and expenditures balancing at \$6,522,971.27 and attach the spreadsheet as an appendix to the minutes.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

207 – Police Contracting Fund

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the recommended 2024 budget amendments for Police Contracting Fund (207) with revenues and expenditures balancing at \$4,364,526.00 and attach the spreadsheet as an appendix to the minutes.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

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208 – Parks and Recreation Fund

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the recommended 2024 budget amendments for Parks and Recreation Fund (208) with revenues and expenditures balancing at \$2,194,000.00 and attach the spreadsheet as an appendix to the minutes.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

209 – Cemetery Maintenance Fund

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the recommended 2024 budget amendments for Cemetery Maintenance Fund (209) with revenues and expenditures balancing at \$219,001.00 and attach the spreadsheet as an appendix to the minutes.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

239 – Telecommunications Fund

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the recommended 2024 budget amendments for Telecommunications Fund (239) with revenues and expenditures balancing at \$47,247.00 and attach the spreadsheet as an appendix to the minutes.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

249 – Building Department Fund

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the recommended 2024 budget amendments for Building Department Fund (249) with revenues and expenditures balancing at \$590,900.00 and attach the spreadsheet as an appendix to the minutes.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

297 – Safety Path Fund

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the recommended 2024 budget amendments for Safety Path Fund (297) with revenues and expenditures balancing at \$662,500.00 and attach the spreadsheet as an appendix to the minutes.

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

Nays: None

Absent: None

Motion Carried.

298 – Polly Ann Trail

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the recommended 2024 budget amendments for Polly Ann Trail Fund (298) with revenues and expenditures balancing at \$196,118.00 and attach the spreadsheet as an appendix to the minutes.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

2025 General Appropriations Act

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the Charter Township of Oxford 2025 General Appropriation Act, as presented.

Roll call:

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

Nays: Curtis

Absent: None

Motion Carried.

2025 Compensation and Salary Resolutions

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the resolution to establish an annual salary for the Oxford Township Supervisor for fiscal year 2025 as presented.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the resolution to establish an annual salary for the Oxford Township Clerk for fiscal year 2025 as presented.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the resolution to establish an annual salary for the Oxford Township Treasurer for fiscal year 2025 as presented.

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Roll call:

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

Nays: None

Absent: None

Motion Carried.

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the resolution to establish annual compensation for the Oxford Township Trustees for fiscal year 2025 as presented.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Michael Spisz Resignation from Planning Commission

Treasurer Ferrari moved, Trustee Charles seconded, to accept the resignation of Michael Spisz, with regret, from the Oxford Township Planning Commission effective immediately.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Committee Appointments

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the Charter Township of Oxford Committee and Commission Appointment list as presented.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Lawn Maintenance Contract

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the Grounds Maintenance contract between Hi-Hill Lawn Service and the Charter Township of Oxford commencing January 1, 2025 and expiring December 31, 2027. Supervisor Jack Curtis is authorized to sign the contract on behalf of the Charter Township of Oxford, and Hi-Hill Lawn Service shall provide copies of insurance annually including the Charter Township of Oxford as an additional insured on the insurance policy for the term of the contract.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

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2025 Oxford Township Board Meeting Schedule

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the Charter Township of Oxford Board of Trustees 2025 Regular Meeting Schedule as presented.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried.

2025 Holiday Schedule

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the Charter Township of Oxford 2025 Holiday Schedule as presented.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried.

NO HAZ 2025 Agreement and Resolution

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the 2025 North Oakland County Household Hazardous Waste Interlocal Agreement between Oakland County and the Charter Township of Oxford as presented and authorize Supervisor Jack Curtis to sign the Agreement.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Treasurer Ferrari moved, Trustee Colvin seconded, that the Charter Township of Oxford shall notify Oakland County that it will not charge a participation fee per resident and that the cost for the participation shall be paid by the Charter Township of Oxford.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the North Oakland Household Hazardous Waste Consortium Resolution as presented and hereby appoint Rod Charles as the official representative for the Charter Township of Oxford to the NO HAZ Advisory Board for 2025.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Cemetery Burial Fee Increases

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the Cemetery Fees Resolution to amend Appendix A to Chapter 16 – Cemeteries - of the Oxford Charter Township Code of Ordinances as presented.

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Roll call:

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

Nays: None

Absent: None

Motion Carried.

Setting a First Reading of Fire Department Cost Recovery Ordinance Amendments

Treasurer Ferrari moved, Trustee Colvin seconded, to set the first reading for the Oxford Township Cost Recovery Ordinance for January 8, 2025, and authorize Clerk to notice in accordance with state law.

Ayes: 7

Nays: 0

Absent: 0

Motion Carried.

ITEMS REMOVED FROM CONSENT AGENDA FOR ACTION OR DISCUSSION

None.

PUBLIC COMMENT

Fire Chief Majestic spoke during this portion of public comment.

BOARD OF TRUSTEES COMMENTS

Trustee Colvin wished everyone happy holidays.

Treasurer Ferrari wished everyone happy holidays.

Clerk Wright passed out the Certificates of Election to all the board members and wished everyone happy holidays

Trustee Omtvedt wished everyone to enjoy the holidays.

Supervisor Curtis wished everyone Merry Christmas.

ADJOURNMENT

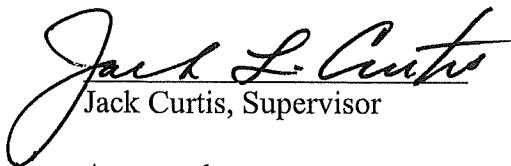
Treasurer Ferrari moved, Trustee Colvin seconded, to adjourn the meeting at 7:56 p.m.

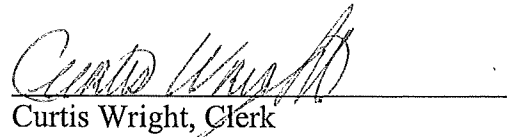
Ayes: 7

Nays: 0

Absent: 0

Motion Carried.


Jack Curtis, Supervisor


Curtis Wright, Clerk

Approved:
/kmr