

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,
WEDNESDAY, DECEMBER 14, 2022

A Regular Meeting of the Charter Township of Oxford Board of Trustees was held Wednesday, December 14, 2022 at the Oxford Township Meeting Room, 300 Dunlap Road, Oxford, Michigan 48371.

Members Present: Ferrari, Nold, Payne, Wright, Colvin, Charles, Curtis

Members Absent: None

Also Present: Township Attorney Ellis, Township Engineer Sharpe, Fire Chief Scholz, Assistant Fire Chief Majestic, Administrative Assistant Smith, Recording Secretary McCullough, Communications and Grants Manager Carnacchio, one camera person (OCTV), one camera person (Fox Detroit) and approximately 40 guests.

Supervisor Curtis called the meeting to order at 6:30 p.m.

RESPECTS TO THE FLAG

APPROVAL OF THE AGENDA

Treasurer Ferrari moved, Trustee Nold seconded, to approve the December 14, 2022 agenda as amended: Adding item 9.c. Swearing in of Matthew Majestic and moving item 9. Fire Department to item 7 and moving the remaining items down accordingly.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried.

APPROVAL OF THE CONSENT AGENDA

Treasurer Ferrari moved, Trustee Payne seconded, to approve the December 14, 2022 Consent Agenda items as presented.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

No citizens spoke during this portion of public comment.

FIRE DEPARTMENT

Resolution for Pete Scholz

County Commissioner Michael Spisz read a Resolution from the Oxford Township Board of Trustees and a proclamation from the Oakland County Board of Commissioners into the record.

Treasurer Ferrari moved, Trustee Nold seconded to adopt the Resolution recognizing Fire Chief Peter Scholz as presented.

Roll call:

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

Nays: None

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Absent: None

Motion Carried.

Matthew Majestic Employment Agreement

Treasurer Ferrari moved, Trustee Payne seconded to approve the Employment Agreement between Matthew Majestic and the Charter Township of Oxford as presented. Further, Supervisor Jack Curtis is authorized to sign the agreement on behalf of the Charter Township of Oxford

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Swearing in of Matthew Majestic

Fire Chief Scholz conducted the swearing in of Assistant Fire Chief Matthew Majestic as the new Oxford Fire Department Chief, effective 01/01/2023.

Chairman Curtis called a 10-minute recess at 6:45 p.m.

The meeting reconvened at 6:55 p.m.

PUBLIC HEARING

Fiscal Year 2023 Community Development Block Grant Funds

Treasurer Ferrari moved, Clerk Wright seconded, to open the public hearing to discuss Fiscal Year 2023 Community Development Block Grant Funds at 6:55 p.m.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried.

There being no public comment, Treasurer Ferrari moved, Trustee Nold seconded, to close the public hearing to discuss Fiscal Year 2023 Community Development Block Grant Funds at 6:56 p.m.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried.

FIRST READING

Mobile Food Establishment Ordinance

Trustee Nold moved, Treasurer Ferrari seconded, to approve the First Reading of the amendments to the Oxford Township Mobile Food Establishment 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 8, 2023.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

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Trustee Nold moved, Treasurer Ferrari seconded, to approve the Resolution to Approve Fee Schedule pursuant to the Oxford Township Mobile Food Establishment Ordinance, contingent upon the Oxford Township Mobile Food Establishment Ordinance being approved at Second Reading and authorize the Township Clerk to certify and file same.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Grass, Noxious Weeds, and Phragmites Regulation Ordinance

Trustee Nold moved, Trustee Payne seconded, to approve the First Reading of the amendments to the Oxford Township Grass, Noxious Weeds, and Phragmites Regulation, 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 8, 2023.

Roll call:

Ayes: Payne, Ferrari

Nays: Nold, Curtis, Colvin, Charles, Wright

Absent: None

Motion Failed.

SHARPE ENGINEERING REPORT

Engineer Sharpe provided an update on the following:

1. Maloney Street Bridge
2. Road Commission ditching on W. Drahner Road
3. Fire Station #3
4. Sanitary sewer project

UNFINISHED BUSINESS

Community Development Block Grant Suggested Funding for 2023

Treasurer Ferrari moved, Trustee Nold seconded, that the Charter Township of Oxford Board of Trustees formally agrees to allocate its 2023 Community Development Block Grant (CDBG) Funds in the following manner:

\$20,655.00 – for the continuation of the mobile home minor home repair program through Oakland County Community Development.

\$6,352.00 – to provide funding for wages for nutrition assistants for Oxford's Meals on Wheels Program run through the Older Person's Commission (OPC) in Rochester.

\$2,500.00 – to provide funding for Haven's domestic violence prevention programs and services.

In the case that CDBG funding comes in less than anticipated, the allocation for the mobile home minor home repair program line item is to be reduced appropriately. The Charter Township of Oxford Board of Trustees also authorizes CDBG Coordinator Joseph G. Ferrari to prepare all necessary documents and authorizes Supervisor Jack L. Curtis to sign the 2023

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annual CDBG submittal, 2023 Sub-recipient Agreement (when made available) and the Conflict of Interest Certification on behalf of the Township.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

American Rescue Plan Act (“ARPA”) Committee Update

Clerk Wright provided an update regarding the funds allocated to date, funds expended, and the remaining balances of the approved projects. Board members should submit any other project suggestions to Clerk Wright, Trustee Payne, and Trustee Nold.

Single Trash Hauler for Oxford Township

Trustee Nold moved, Trustee Payne seconded, to authorize the Township Supervisor, in consultation with this Board’s Waste Hauler Sub Committee, Resource Recycling Services, and the Township Attorney, to issue a request for proposals for the selection of a qualified contractor to be the sole provider of solid waste, recycling and yard waste collection, transportation, processing and disposal services in the Township.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Trustee Nold moved, Treasurer Ferrari seconded, to approve the continuation of services from Resource Recycling Services through the “Phase 3” as set forth in the RFP for solid waste, recycling and yard waste collection, transportation, processing, and disposal services in the Township in an amount not to exceed \$4,500.00 to be expensed to account 101-267-861.000 Contracted Services.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

2022 General Fund Budget (101) Amendments

Treasurer Ferrari moved, Trustee Nold seconded, to approve the recommended 2022 budget amendments for General Fund (101) with revenues and expenditures balancing at \$3,759,303.00 and attach the spreadsheet as an appendix to the minutes.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

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2022 Road Fund Budget (204) Amendments

Treasurer Ferrari moved, Trustee Nold seconded, to approve the recommended 2022 budget amendments for Road Fund (204) with revenues and expenditures balancing at \$136,168.00 and attach the spreadsheet as an appendix to the minutes.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

2022 Fire Fund Budget (206) Amendments

Treasurer Ferrari moved, Trustee Nold seconded, to approve the recommended 2022 budget amendments for Fire Fund (206) with revenues and expenditures balancing at \$6,332,577.79 and attach the spreadsheet as an appendix to the minutes.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

2022 Police Contracting Fund Budget (207) Amendments

Treasurer Ferrari moved, Trustee Nold seconded, to approve the recommended 2022 budget amendments for Police Contracting Fund (207) with revenues and expenditures balancing at \$4,228,385.00 and attach the spreadsheet as an appendix to the minutes.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

2022 Cemetery Maintenance Fund Budget (209) Amendments

Treasurer Ferrari moved, Trustee Nold seconded, to approve the recommended 2022 budget amendments for Cemetery Maintenance Fund (209) with revenues and expenditures balancing at \$92,502.00 and attach the spreadsheet as an appendix to the minutes.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

2022 Telecommunications Fund Budget (239) Amendments

Treasurer Ferrari moved, Trustee Nold seconded, to approve the recommended 2022 budget amendments for Telecommunication Fund (239) with revenues and expenditures balancing at \$43,031.00 and attach the spreadsheet as an appendix to the minutes.

Roll call:

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

Nays: None

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Absent: None

Motion Carried.

2022 Building Permit Fund Budget (249) Amendments

Treasurer Ferrari moved, Trustee Nold seconded, to approve the recommended 2022 budget amendments for Building Permit Fund (249) with revenues and expenditures balancing at \$486,700.00 and attach the spreadsheet as an appendix to the minutes.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

2022 Safety Path Fund (297) Amendments

Treasurer Ferrari moved, Trustee Nold seconded, to approve the recommended 2022 budget amendments for Safety Path Fund (297) with revenues and expenditures balancing at \$57,362.00 and attach the spreadsheet as an appendix to the minutes.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

NEW BUSINESS

Sharpe Engineering Fees

Treasurer Ferrari moved, Trustee Nold seconded, to approve the Sharpe Engineering hourly fee increases for engineering services as listed on the Proposed Schedule of Fees for Engineering Services to be effective January 1, 2023. The December 5, 2022 Sharpe Engineering letter and the Proposed Schedule of Fees for Engineering Services to be included as an attachment to the December 14, 2022 meeting minutes.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

2023 North Oakland Transportation Authority Budget Amendments

Treasurer Ferrari moved, Trustee Payne seconded, to approve the revised 2023 North Oakland Transportation Authority Budget with revenues and expenditures balancing at \$3,009,093.00 and attach the spreadsheet as an appendix to the minutes. This revised budget will replace the previously approved budget that was adopted at the August 24, 2022 Board of Trustees meeting.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

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2023 Oxford Area Cable Communications Commission Budget Amendments

Treasurer Ferrari moved, Clerk Wright seconded, to approve the revised 2023 Cable Television Fund (296) budget with revenues and expenditures balancing at \$525,353.00 and attach the spreadsheet as an appendix to the minutes. This revised budget will replace the previously approved budget that was adopted at the August 24, 2022 Board of Trustees meeting.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Authorize 2023 Wage Resolution

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the 2023 authorized salary, hourly and per diem rates resolution as presented.

Roll call:

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

Nays: Payne

Absent: None

Motion Carried.

2023 General Appropriations Act

Treasurer Ferrari moved, Trustee Colvin seconded, to approve the Charter Township of Oxford 2023 General Appropriations Act, as presented.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Interlocal Agreement for Oakland County Designated Assessor

Treasurer Ferrari moved, Clerk Wright seconded, to approve the Interlocal Agreement for Oakland County to Approve the Designated Assessor for the period January 1, 2023 through December 31, 2027 as presented and authorize Supervisor Jack Curtis to sign the Interlocal Agreement on behalf of the Charter Township of Oxford.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Resolution for Sewer Connection Fee Increase

Treasurer Ferrari moved, Trustee Nold seconded, to approve the Resolution regarding Article III of Chapter 62, Sewers and Sewage Disposal, of the Oxford Charter Township Code of Ordinances amending the base connection charge to \$6,000.00. Further, any other proposed development within the sanitary sewer district that desires to pre-pay sanitary sewer

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connection fees prior to February 1, 2023 is permitted to do so at the current \$5,000.00 connection fee rate.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Planning Commission Appointments

Supervisor Curtis moved, Treasurer Ferrari seconded, to re-appoint Ed Hunwick and Michael Spisz to the Charter Township of Oxford Planning Commission, for a three (3) year term commencing January 1, 2023 and expiring December 31, 2025.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried.

Board of Review Appointments

Supervisor Curtis moved, Treasurer Ferrari seconded, to re-appoint Jan Drogosch, James McGinnis, and Marjorie McGinnis to the Charter Township of Oxford Board of Review for a two (2) year term commencing January 1, 2023 and expiring December 31, 2024, and to re-appoint Sian Marshall and Claire McVety as alternates to the Charter Township of Oxford Board of Review for a two (2) year term commencing January 1, 2023 and expiring December 31, 2024.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried.

NO HAZ

Approval of 2023 Agreement

Treasurer Ferrari moved, Trustee Nold seconded, to accept the 2023 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.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried.

Treasurer Ferrari moved, Trustee Nold seconded, that the Charter Township of Oxford shall notify Oakland County that it WILL NOT charge a \$10.00-\$15.00 participation fee per resident and that the cost for the participation shall be paid by the Charter Township of Oxford.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Approval of the North Oakland Household Hazardous Waste Consortium Resolution

Treasurer Ferrari moved, Trustee Nold seconded, to approve the North Oakland Household Hazardous Waste Consortium Resolution as presented and hereby appoint Treasurer Joseph

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Ferrari as the official representative for the Charter Township of Oxford to the NO HAZ Advisory Board for 2023.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried.

MDOT Performance Resolution for Municipalities

Treasurer Ferrari moved, Trustee Nold seconded, to approve the Michigan Department of Transportation Performance Resolution for Municipalities as presented.

Roll call:

Ayes: 7 Nays: 0 Absent: 0

Motion Carried.

Generator Purchase for Dunlap Road Water Treatment Plant

Treasurer Ferrari moved, Trustee Nold seconded, to approve \$440,000.00 for the purchase of a new generator for the Dunlap Road Water Treatment Plant. This \$440,000.00 amount to be expensed to Water Fund account number 591-538-972.006 Water Treatment Facility.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

Vessel Control Panel Purchase for Water Treatment Plants

Treasurer Ferrari moved, Trustee Nold seconded, to approve \$140,000.00 for the purchase of new vessel control panels for the Dunlap Road Water Treatment Plant and the Oxford Woods Water Treatment Plant. This \$140,000.00 amount to be expensed to Water Fund account number 591-538-972.006 Water Treatment Facility.

Roll call:

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

Nays: None

Absent: None

Motion Carried.

2023 Oakland County Moth Suppression Grant Program Resolution

Trustee Charles moved, Clerk Wright seconded, to approve the Resolution of Compliance with the 2023 Oakland County Moth Suppression Grant Program as presented.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried.

Spongy Moth Field Survey

Trustee Charles moved, Clerk Wright seconded, to contract the services of Linda Stout to perform a field survey of Oxford Township to determine any areas to be considered for spraying as part of the Fiscal Year 2023 Oakland County Moth Suppression Grant Program and authorize Supervisor Jack Curtis to sign the Memorandum of Understanding on behalf of the Charter Township of Oxford.

Roll call:

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

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Nays: None
Absent: None

Motion Carried.

November 8, 2022 General Election Certification

Clerk Wright moved, Trustee Nold seconded, to approve the Canvass of Votes for the November 8, 2022 General Election for the Charter Township of Oxford as presented, and to include them as an attachment to the minutes.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried.

2023 Oxford Township Board of Trustees Regular Meeting Calendar

Treasurer Ferrari moved, Clerk Wright seconded, to approve the Charter Township of Oxford Board of Trustees 2023 Regular Meeting Schedule as presented.

Ayes: 7 Nays: 0 Absent: 0

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 TRUSTEE COMMENTS

Trustee Charles congratulated Chief Scholz on his retirement and thanked him also for his work with the Downtown Development Authority. He also provided an update on the Oxford Addison Youth Assistance.

Clerk Wright thanked Chief Scholz and wished him well in his retirement. He stated that the current MTA magazine has an article recognizing Chief Scholz and Supervisor Curtis.

Clerk Wright asked if the Board members would still like to see the Committee reports in the packet.

Clerk Wright wished everyone a Merry Christmas and Happy New Year.

Treasurer Ferrari stated that the Committee reports could be done twice a year. He stated that the Sharpe Engineering report could also be part of the consent agenda.

Treasurer Ferrari thanked Chief Scholz for his service and welcomed Chief Majestic. He also wished everyone a Merry Christmas and Happy New Year.

Trustee Nold thanked the Fire Department and wished safe and happy holidays to all.

Trustee Payne stated that she would be satisfied with the Committee reports as issues arise. She thanked Chief Scholz and Chief Majestic well. She also wished everyone Merry Christmas.

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Trustee Colvin thanked both Chief Scholz and Chief Majestic and wished everyone happy holidays.

Supervisor Curtis stated that the Building Department has been extremely busy over the last couple of months. He provided an update as to the progress being made in updating the department.

Supervisor Curtis stated that in the new year he would like to review the wage schedules and create a capital improvement plan.

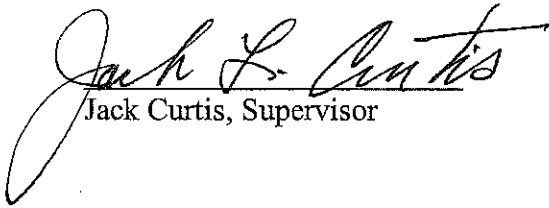
Supervisor Curtis thanked Chief Scholz and welcomed Chief Majestic.

ADJOURNMENT

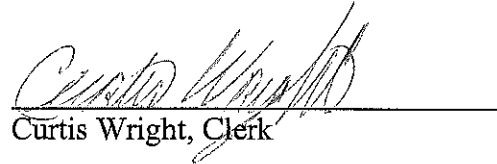
Treasurer Ferrari moved, Trustee Payne seconded, to adjourn the meeting at 8:10 p.m.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried.



Jack Curtis, Supervisor



Curtis Wright, Clerk

Joseph Ferrari, Treasurer