

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,  
WEDNESDAY, DECEMBER 14, 2016

A Regular Meeting of the Charter Township of Oxford Board of Trustees was held Wednesday, December 14, 2016 at the Oxford Township Meeting Room, 300 Dunlap Road, Oxford, Michigan.

Members Present: Curtis, Dunn, Durr, Ferrari, Nichols, Payne, Wright

Members Absent: None

Also Present: Fire Chief Scholz, Assistant Fire Chief Creech, Finance Manager Edmonds, Township Engineer Sharpe, Parks and Recreation Director Davis, CJ Carnacchio – Oxford Leader, Recording Secretary Richter, a cameraman and approximately 25 citizens

Supervisor Dunn called the meeting to order at 7:02 pm.

*Supervisor Dunn welcomed the new Township Board Trustees Elgin Nichols and Margaret Payne.*

**APPROVAL OF THE AGENDA**

Treasurer Ferrari moved, Trustee Curtis seconded to approve the December 14, 2016 agenda as presented.

Ayes: 7      Nays: 0      Absent: 0      Motion Carried

**APPROVAL OF THE CONSENT AGENDA**

Treasurer Ferrari moved, Trustee Durr seconded to approve the following December 14, 2016 Consent Agenda items:

- Approval of Regular Township Board Meeting Minutes of November 9, 2016
- Approval of Treasurer Report October 2016
- Approval of Clerk Summary Report October 2016
- Approval of Regular Bills through December 9, 2016
- Approval of Consultant Bills through December 9, 2016
- Quarterly Revenue and Expenditure Report Period Ending December 31, 2016

Roll Call:

Ayes: Payne, Nichols, Curtis, Durr, Ferrari, Wright, Dunn

Nays: None

Absent: None

Motion Carried

**PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

Parks and Recreation Director Davis updated the Township Board on the progress of the Maintenance Building and thanked all those involved.

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,  
WEDNESDAY, DECEMBER 14, 2016

**PRESENTATION**

**RESOLUTIONS FOR SUSAN BELLAIRS AND MELVIN CRYDERMAN**

*Treasurer Ferrari read the Resolution for Susan Bellairs into the minutes.*

Treasurer Ferrari moved, Clerk Wright seconded to adopt the Resolution honoring Susan Bellairs as presented.

Roll Call:

Ayes: Durr, Nichols, Wright, Ferrari, Dunn, Curtis, Payne

Nays: None

Absent: None

Motion Carried

*Clerk Wright read the Resolution for Melvin Cryderman into the minutes.*

Treasurer Ferrari moved, Trustee Durr seconded to adopt the Resolution honoring Melvin F. Cryderman as presented.

Roll Call:

Ayes: Wright, Ferrari, Payne, Nichols Curtis, Durr, Dunn

Nays: None

Absent: None

Motion Carried

**FIRE DEPARTMENT**

**SERGEANT PROMOTION**

Treasurer Ferrari moved, Trustee Payne seconded to promote Benjamin Frantz to Shift Sergeant from Shift Firefighter for the Oxford Fire Department effective 12:01 a.m. December 15, 2016 at a wage as determined under Promotions Section D and Appendix A Wages of the Labor Agreement between the Township of Oxford, Oakland County, Michigan and the Oxford Fire Fighters Union International Association of Fire Fighters Local 4763.

Roll Call:

Ayes: Nichols, Durr, Wright, Ferrari, Dunn, Payne, Curtis

Nays: None

Absent: None

Motion Carried

*Supervisor Dunn called a recess at 7:17 p.m.*

*Supervisor Dunn called the meeting back in session at 7:21 p.m.*

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,  
WEDNESDAY, DECEMBER 14, 2016

**REQUEST TO PURCHASE – 2017 4X4 CHEVROLET TAHOE COMMAND  
VEHICLE**

Treasurer Ferrari moved, Clerk Wright seconded to approve the purchase of a 2017 Chevrolet Tahoe 4x4 pick up from Berger Chevrolet at a price of \$35,664.00. Funds to be expensed to the 2017 Oxford Fire Department Fund Account 213-357-970.000 – Vehicle Purchase. Further, Fire Chief Peter Scholz is authorized to sign any necessary purchase documents on behalf of the Charter Township of Oxford.

Roll Call:

Ayes: Curtis, Ferrari, Wright, Nichols, Durr, Payne, Dunn

Nays: None

Absent: None

Motion Carried

**REVENUE AND EXPENSE REPORT FOR THE OXFORD FIRE DEPARTMENT  
FUND – NEW (213)**

Finance Manager Edmonds explained that the latest Revenue and Expense Report for the New (213) Oxford Fire Department Fund are not anticipated to exceed the Year to Date Revenue. Therefore there are no Budget Amendments at this time.

**2016 ADVANCED LIFE SUPPORT BUDGET AMENDMENTS – (210)**

Treasurer Ferrari moved, Clerk Wright seconded to approve the amended 2016 ALS Fund Budget (210) with Revenues and Expenditures balancing at \$525,465.00 and attach the spreadsheet as an appendix to the minutes.

Roll Call:

Ayes: Nichols, Curtis, Ferrari, Wright, Dunn, Durr, Payne

Nays: None

Absent: None

Motion Carried

**2016 FIRE AND EMS OPERATING BUDGET AMENDMENTS – (211)**

Treasurer Ferrari moved, Trustee Durr seconded to approve the amended 2016 Fire-EMS Fund Budget (211) with Revenues and Expenditures balancing at \$391,215.00 and attach the spreadsheet as an appendix to the minutes.

Roll Call:

Ayes: Curtis, Payne, Ferrari, Dunn, Wright, Durr, Nichols

Nays: None

Absent: None

Motion Carried

**UNFINISHED BUSINESS**

None Presented.

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,  
WEDNESDAY, DECEMBER 14, 2016

**NEW BUSINESS:**

**HILLS OF OXFORD SOUTH – CASH IN LIEU OF SAFETY PATH  
CONSTRUCTION**

Treasurer Ferrari moved, Trustee Nichols seconded to allow Robertson Brothers, the developer of Oxford Hills South, to provide payment in lieu of construction of a safety path in the amount of \$6,976.00 to the Safety Path Fund as determined by the Construction Cost Estimate from Sharpe Engineering, and a written contract shall be executed by Robertson Brothers and the Charter Township of Oxford as a condition of final Site Plan approval, and authorize Supervisor William Dunn to sign the written contract on behalf of the Charter Township of Oxford.

Roll Call:

Ayes: Ferrari, Curtis, Wright, Durr, Nichols, Payne, Dunn

Nays: None

Absent: None

Motion Carried

**VERIZON WIRELESS TELECOMMUNICATIONS TOWER AGREEMENTS**

Treasurer Ferrari moved, Clerk Wright seconded to approve the amended License Agreement and Memorandum of License Agreement between the Charter Township of Oxford and New Par d/b/a/ Verizon Wireless as presented and authorize Supervisor William Dunn to sign the Agreements on behalf of the Charter Township of Oxford.

Roll Call:

Ayes: Durr, Nichols, Payne, Curtis, Ferrari, Dunn, Wright

Nays: None

Absent: None

Motion Carried

Treasurer Ferrari moved, Trustee Curtis seconded that it's understood that any revenues obtained from the new wireless agreement for the new tower at the Seymour Lake Township Park shall be allocated to the Parks and Recreation Fund.

Roll Call:

Ayes: Nichols, Durr, Wright, Dunn, Ferrari, Payne, Curtis

Nays: None

Absent: None

Motion Carried

**BID SOLICITATION RESOLUTION FOR PARKS AND RECREATION**

Trustee Curtis moved, Supervisor Dunn seconded to approve the Resolution to exempt the Parks and Recreation Commission from the requirements of soliciting bids for Bond expenditures as presented.

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,  
WEDNESDAY, DECEMBER 14, 2016

Roll Call:

Ayes: Nichols, Durr, Payne, Curtis, Wright, Dunn

Nays: Ferrari

Absent: None

Motion Carried

**2016 BUDGET AMENDMENTS**

Treasurer Ferrari moved, Trustee Curtis seconded to approve the 2016 amended General Fund Budget (101) with revenues and expenditures balancing at \$2,698,679.00 and attach the spreadsheet as an appendix to the minutes.

Roll Call:

Ayes: Curtis, Payne, Dunn, Wright, Durr, Nichols

Nays: Ferrari

Absent: None

Motion Carried

Treasurer Ferrari moved, Trustee Curtis seconded to approve the 2016 amended Road Fund Budget (204) with revenues and expenditures balancing at \$38,932.00 and attach the spreadsheet as an appendix to the minutes.

Roll Call:

Ayes: Nichols, Durr, Wright, Dunn, Ferrari, Payne, Curtis

Nays: None

Absent: None

Motion Carried

Treasurer Ferrari moved, Trustee Curtis seconded to approve the 2016 amended Police Contracting Fund Budget (205) with revenues and expenditures balancing at \$2,691,868.00 and attach the spreadsheet as an appendix to the minutes.

Roll Call:

Ayes: Nichols, Durr, Payne, Curtis, Ferrari, Wright, Dunn

Nays: None

Absent: None

Motion Carried

Treasurer Ferrari moved, Trustee Curtis seconded to approve the 2016 amended Cemetery Maintenance Fund Budget (209) with revenues and expenditures balancing at \$87,637.00 and attach the spreadsheet as an appendix to the minutes.

Roll Call:

Ayes: Wright, Dunn, Curtis, Payne, Ferrari, Durr, Nichols

Nays: None

Absent: None

Motion Carried

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,  
WEDNESDAY, DECEMBER 14, 2016

Treasurer Ferrari moved, Trustee Curtis seconded to approve the 2016 amended Telecommunication Fund Budget (239) with revenues and expenditures balancing at \$24,008.00 and attach the spreadsheet as an appendix to the minutes.

Roll Call:

Ayes: Wright, Durr, Nichols, Curtis, Dunn, Ferrari, Payne

Nays: None

Absent: None

Motion Carried

Treasurer Ferrari moved, Trustee Curtis seconded to approve the 2016 amended Building Permit Fund Budget (295) with revenues and expenditures balancing at \$419,869.00 and attach the spreadsheet as an appendix to the minutes.

Roll Call:

Ayes: Dunn, Durr, Payne, Nichols, Curtis, Ferrari, Wright

Nays: None

Absent: None

Motion Carried

Treasurer Ferrari moved, Trustee Curtis seconded to approve the 2016 amended Safety Path Fund Budget (297) with revenues and expenditures balancing at \$29,588.00 with the \$2.00 correction to the expenditure side and attach the spreadsheet as an appendix to the minutes.

Roll Call:

Ayes: Durr, Payne, Curtis, Dunn, Ferrari

Nays: Wright, Nichols

Absent: None

Motion Carried

Treasurer Ferrari moved, Trustee Curtis seconded to approve the 2016 amended Building Site Fund Budget (471) with revenues and expenditures balancing at \$718,206.00 and attach the spreadsheet as an appendix to the minutes.

Roll Call:

Ayes: Dunn, Wright, Ferrari, Curtis, Payne, Durr, Nichols

Nays: None

Absent: None

Motion Carried

**APPOINTMENTS TO PLANNING COMMISSION**

*Based on Supervisor Dunn's Recommendation.*

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,  
WEDNESDAY, DECEMBER 14, 2016

Treasurer Ferrari moved, Trustee Nichols seconded to re-appoint Ed Hunwick and Michael Spisz to the Oxford Township Planning Commission for a three (3) year term commencing January 1, 2017 and expiring December 31, 2019.

Ayes: 7    Nays: 0    Absent: 0    Motion Carried

**APPOINTMENTS TO BOARD OF REVIEW**

Treasurer Ferrari moved, Trustee Nichols seconded to re-appoint Jan Drogosch, Karen Fitch, and Karen Nihranz to the Oxford Township Board of Review for a two (2) year term commencing January 1, 2017 and expiring December 31, 2018.

Ayes: 7    Nays: 0    Absent: 0    Motion Carried

**COMMITTEE APPOINTMENTS**

**CABLE TELEVISION COMMISSION**

Treasurer Ferrari moved, Trustee Nichols seconded to appoint William Dunn and Ed Hunwick as the Oxford Township Board representatives to the Oxford Area Cable Communications Commission for a four (4) year term beginning November 20, 2016 and expiring November 20, 2020.

Ayes: 7    Nays: 0    Absent: 0    Motion Carried

**CEMETERY COMMITTEE**

Treasurer Ferrari moved, Supervisor Dunn seconded to appoint Supervisor Dunn and Clerk Wright to the Cemetery Committee for a four (4) year term beginning November 20, 2016 and expiring November 20, 2020.

Ayes: 7    Nays: 0    Absent: 0    Motion Carried

**COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING**

Treasurer Ferrari moved, Trustee Curtis seconded to appoint Treasurer Ferrari as the Oxford Township coordinator for the Community Development Block Grant Funding for a four (4) year term beginning November 20, 2016 and expiring November 20, 2020.

Ayes: 7    Nays: 0    Absent: 0    Motion Carried

**ELECTION COMMISSION**

Treasurer Ferrari moved, Trustee Curtis seconded to appoint Clerk Wright, Trustee Nichols, and Trustee Durr to the Oxford Township Election Commission for a four (4) year term beginning November 20, 2016 and expiring November 20, 2020.

Ayes: 7    Nays: 0    Absent: 0    Motion Carried

**GYPSY MOTH PROGRAM**

Treasurer Ferrari moved, Trustee Curtis to appoint Trustee Durr as the Oxford Township representative to the Gypsy Moth Program for a four (4) year term beginning November 20, 2016 and expiring November 20, 2020.

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,  
WEDNESDAY, DECEMBER 14, 2016

Ayes: 7      Nays: 0      Absent: 0      Motion Carried

**HIGHWAY/ROADS, PRESENT AND FUTURE**

Treasurer Ferrari moved, Trustee Nichols seconded to appoint Supervisor Dunn, Treasurer Ferrari, and Clerk Wright to the Oxford Township Highway/Roads, Present and Future Committee for a four (4) year term beginning November 20, 2016 and expiring November 20, 2020.

Ayes: 7      Nays: 0      Absent: 0      Motion Carried

**OXFORD DOWNTOWN DEVELOPMENT AUTHORITY (DDA)**

*Supervisor Dunn noted that he will be resigning from the Downtown Development Authority (DDA) and would like his replacement to be Trustee Elgin Nichols.*

Treasurer Ferrari moved, Trustee Durr seconded to appoint Trustee Nichols as the Oxford Township representative to the Oxford Downtown Development Authority for a four (4) year term beginning November 20, 2016 and expiring November 20, 2020.

Ayes: 7      Nays: 0      Absent: 0      Motion Carried

**NORTH OAKLAND TRANSPORTATION AUTHORITY (NOTA)**

Treasurer Ferrari moved, Trustee Curtis seconded to appoint Supervisor Dunn and Trustee Payne as the Oxford Township representatives to the North Oakland Transportation Authority for a four (4) year term beginning November 20, 2016 and expiring November 20, 2020.

Ayes: 7      Nays: 0      Absent: 0      Motion Carried

**OXFORD/ADDISON YOUTH ASSISTANCE**

Treasurer Ferrari moved, Trustee Nichols seconded to appoint Trustee Durr as the Oxford Township representative to the Oxford/Addison Youth Assistance Board for a four (4) year term beginning November 20, 2016 and expiring November 20, 2020.

Ayes: 7      Nays: 0      Absent: 0      Motion Carried

**PLANNING COMMISSION LIAISON**

Treasurer Ferrari moved, Trustee Nichols seconded to appoint Trustee Curtis as the Oxford Township Board representative to the Oxford Township Planning Commission for a four (4) year term beginning November 20, 2016 and expiring November 20, 2020.

Ayes: 7      Nays: 0      Absent: 0      Motion Carried

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,  
WEDNESDAY, DECEMBER 14, 2016

**ZONING BOARD OF APPEALS**

Treasurer Ferrari moved, Trustee Curtis seconded to appoint Trustee Payne as the Oxford Township Board representative to the Zoning Board of Appeals for a four (4) year term beginning November 20, 2016 and expiring November 20, 2020.

**POLLY ANN TRAIL COMMISSION**

Treasurer Ferrari moved, Clerk Wright seconded to appoint Clerk Wright and Trustee Nichols as the Oxford Township Board representatives to the Polly Ann Trail Commission for a four (4) year term beginning November 20, 2016 and expiring November 20, 2020.

Ayes: 7      Nays: 0      Absent: 0      Motion Carried

**SAFETY PATH AND MAINTENANCE**

Treasurer Ferrari moved, Trustee Curtis seconded to appoint Treasurer Ferrari, Clerk Wright, and Trustee Curtis to the Safety Path and Maintenance Committee for a four (4) year term beginning November 20, 2016 and expiring November 20, 2020.

Ayes: 7      Nays: 0      Absent: 0      Motion Carried

**HAZARDOUS WASTE (NO HAZ)**

Supervisor Dunn moved, Trustee Curtis seconded to appoint Treasurer Ferrari as the Oxford Township Board representative to the Hazardous Waste (NOHAZ) Committee for a four (4) year term beginning November 20, 2016 and expiring November 20, 2020, and appoint Trustee Durr as the Oxford Township Board alternate representative to the Hazardous Waste (NOHAZ) Committee.

Ayes: 7      Nays: 0      Absent: 0      Motion Carried

**WATER AND SEWER**

Treasurer Ferrari moved, Clerk Wright seconded to appoint Supervisor Dunn, Clerk Wright, and Trustee Curtis to the Oxford Township Water & Sewer Committee for a four (4) year term beginning November 20, 2016 and expiring November 20, 2020.

Ayes: 7      Nays: 0      Absent: 0      Motion Carried

**2017 NO HAZ AGREEMENT**

Treasurer Ferrari moved, Trustee Nichols seconded to accept the 2017 North Oakland County Household Hazardous Waste Interlocal Agreement between Oakland County and the Charter Township of Oxford as presented and authorize Supervisor William Dunn to sign the Agreement.

Ayes: 7      Nays: 0      Absent: 0      Motion Carried

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,  
WEDNESDAY, DECEMBER 14, 2016

Treasurer Ferrari moved, Clerk Wright seconded that the Charter Township of Oxford shall notify Oakland County that it will not charge a \$10.00 participation fee per resident and the cost for the participation shall be paid by the Charter Township of Oxford.

Ayes: 7      Nays: 0      Absent: 0      Motion Carried

Treasurer Ferrari moved, Trustee Nichols seconded to approve the North Oakland Household Hazardous Waste Consortium Resolution as presented and hereby appoint Treasurer Ferrari as the official representative for the Charter Township of Oxford to the NO HAZ Advisory Board for 2017.

Ayes: 7      Nays: 0      Absent: 0      Motion Carried

**2017 OXFORD TOWNSHIP BOARD MEETING DATES**

Treasurer Ferrari moved, Trustee Nichols seconded to adopt the proposed 2017 Charter Township of Oxford Board of Trustees Regular Meeting Schedule as presented.

Ayes: 7      Nays: 0      Absent: 0      Motion Carried

**NOVEMBER 8, 2016 GENERAL ELECTION CERTIFICATION**

Treasurer Ferrari moved, Clerk Wright seconded to approve the Canvass of Votes for the November 8, 2016 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

**TEMPORARY ELECTRICAL INSPECTOR**

Treasurer Ferrari moved, Trustee Curtis seconded to have Trustee Payne abstain from voting on the temporary electrical inspector due to a conflict of interest.

Ayes: 7      Nays: 0      Absent: 0      Motion Carried

Treasurer Ferrari moved, Trustee Nichols seconded to approve Patrick Payne as the temporary Electrical Inspector for the Charter Township of Oxford.

Ayes: 6      Nays: 0      Abstained: 1      Absent: 0      Motion Carried

**ITEMS REMOVED FROM CONSENT AGENDA FOR ACTION OR DISCUSSION**

None

**PUBLIC COMMENT**

None

**BOARD OF TRUSTEE COMMENTS**

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,  
WEDNESDAY, DECEMBER 14, 2016

Supervisor Dunn wished everyone Merry Christmas and Happy New Year.

Trustee Payne wished everyone Merry Christmas and Happy New Year.

Treasurer Ferrari wished everyone Happy Holidays.

Clerk Wright wished everyone Merry Christmas and welcomed the new Board Trustees, Margie and Elgin.

Trustee Durr wished Happy Holidays to everyone.

Trustee Nichols thanked all those who voted for him and supported him during the election.

ADJOURNMENT

Treasurer Ferrari moved, Trustee Payne seconded, to adjourn at 7:57 pm.

Ayes: 7

Nays: 0

Absent: 0

Motion Carried

  
\_\_\_\_\_  
William Dunn, Supervisor

  
\_\_\_\_\_  
Curtis Wright, Clerk

Approved:

/kmr