

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,
WEDNESDAY, FEBRUARY 12, 2020

A Regular Meeting of the Charter Township of Oxford Board of Trustees was held Wednesday, February 12, 2020 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, Township Engineer Sharpe, Communications and Grant Manager Carnacchio, Recording Secretary Richter, a cameraman and approximately 11 citizens.

Supervisor Dunn called the meeting to order at 6:30 pm.

APPROVAL OF THE AGENDA

Treasurer Ferrari moved, Trustee Nichols seconded to approve the February 12, 2020 agenda as presented.

Ayes: 7 Nays: 0 Absent: 0 Motion Carried

APPROVAL OF THE CONSENT AGENDA

Treasurer Ferrari moved, Trustee Nichols seconded to approve the following February 12, 2020 Consent Agenda items:

- Approval of Regular Township Board Meeting Minutes of January 8, 2020
- Approval of Treasurer Report December, 2019
- Approval of Clerk Summary December, 2019
- Approval of Regular Bills through February 7, 2020
- Approval of Consultant Bills through February 7, 2020

Roll Call:

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

Nays: None

Absent: None

Motion Carried

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

2 citizens spoke on items not on the agenda.

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SECOND READINGS

**ZONING ORDINANCE 67A.022 – SECTION 3.5 O – I-1 LIGHT INDUSTRIAL,
SUBJECT TO SECTION 5.3**

Trustee Curtis moved, Treasurer Ferrari seconded to adopt an Amendment to Article 3 Section 3.5 O of the Charter Township of Oxford Zoning Ordinance 67A as presented.

Roll Call:

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

Nays: None

Absent: None

Motion Carried

**ZONING ORDINANCE 67A.023 – SECTION 2.2 – DEFINITION OF PRINCIPAL
BUILDING, SECTION 6.2 C – ATTACHED ACCESSORY BUILDINGS AND
STRUCTURES, AND SECTION 6.2 F – AREA IN RELATION TO A PRINCIPAL
BUILDING**

Treasurer Ferrari moved, Trustee Durr seconded to adopt Amendments to Article 2 Section 2.2, Article 6 Section 2 C, and Article 6 Section 6.2 F of the Charter Township of Oxford Zoning Ordinance 67A as presented.

Roll Call:

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

Nays: None

Absent: None

Motion Carried

**ORDINANCE 133 – WIRELESS FACILITIES RIGHT-OF-WAY MANAGEMENT
ORDINANCE AMENDMENT**

Treasurer Ferrari moved, Trustee Nichols seconded to approve the adoption of the Charter Township of Oxford Wireless Facilities Right-of-Way Management Ordinance Amendment to be included in the Oxford Charter Township Code of Ordinances as presented;

Roll Call:

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

Nays: None

Absent: None

Motion Carried

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FIRE DEPARTMENT

SETTLEMENT AGREEMENT

Supervisor Dunn moved, Trustee Payne to approve the Settlement Agreement, Waiver, and Release of All Claims between Nancy Hunger, Oxford Township and the Oxford Fire Department, and Oxford Firefighters Union, International association of Firefighters – Local 4763 as presented, and authorize Supervisor William Dunn to sign the Settlement Agreement on behalf of the Charter Township of Oxford.

Further, the taxable payment of compensation to Nancy Hunger shall be paid on the next Oxford Fire Department regular payroll processing date, and the non-taxable payment shall be paid on the next scheduled Oxford Township Accounts Payable processing date.

Roll Call:

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

Nays: Nichols

Absent: None

Motion Carried

Fire Chief Scholz commented that the Fire Department has 16 students from the high school that are interested in taking the EMS class.

SHARP ENGINEERING REPORT

None

UNFINISHED BUSINESS

AT&T COLLOCATION AT 2795 SEYMOUR LAKE ROAD – LICENSE AGREEMENT

Trustee Curtis moved, Trustee Nichols seconded to approve the License Agreement between the Charter Township of Oxford and New Cingular Wireless PCS, LLC as presented, and to approve the following documents as presented:

- Memorandum of Lease
- Certificate of Authority
- Payment Direction Form
- Electronic Remittance Notification Form
- W-9 Form

and authorize Supervisor William Dunn and Clerk Curtis W. Wright to sign the documents on behalf of the Charter Township of Oxford.

Roll Call:

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

Nays: None

Absent: None

Motion Carried

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NEW BUSINESS:

GRANT REQUEST FOR TRAFFIC RADAR SPEED TRAILER

Trustee Curtis moved, Trustee Payne seconded to approve the Resolution of Support for Pursuing a Traffic Safety Grant to Purchase a Radar Speed Trailer as presented.

Ayes: 7 Nays: 0 Absent: 0 Motion Carried

ADMINISTRATIVE FEE FOR ISSUING SEWER REFUNDS

Clerk Wright moved, Trustee Curtis seconded to approve the Resolution regarding Administrative Fee for Sewer Refund Requests as presented.

Roll Call:

Ayes: Nichols, Durr, Wright, Dunn, Ferrari, Curtis
Nays: Payne
Absent: None
Motion Carried

CDBG FOR EMERGENCY SERVICES

Treasurer Ferrari moved, Trustee Payne seconded to waive its resolution to solicit bids and awards the Emergency Services Bid for 2019 Community Development Block Grant Funds (CDBG) in the amount of \$9,175.00 to Oxford/Orion FISH and authorizes CDBG Coordinator Joseph G. Ferrari to sign the applicable documents and proposal ratification.

Roll Call:

Ayes: Curtis, Payne, Ferrari, Dunn, Durr, Nichols, Wright
Nays: None
Absent: None
Motion Carried

BUDGET AMENDMENTS

Treasurer Ferrari moved, Trustee Payne seconded to approve the 2020 amended General Fund Budget (101) with revenues and expenditures balancing at \$2,739,063.00 and attach the spreadsheet as an appendix to the minutes.

Ayes: 7 Nays: 0 Absent: 0 Motion Carried

Treasurer Ferrari moved, Trustee Payne seconded to approve the 2020 amended Safety Path Permit Fund Budget (297) with revenues and expenditures balancing at \$261,650.00 and attach the spreadsheet as an appendix to the minutes.

Ayes: 7 Nays: 0 Absent: 0 Motion Carried

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**RESOLUTION IN OPPOSITION TO THE 2020 REGIONAL TRANSIT
AUTHORITY MILLAGE PROPOSAL**

Treasurer Ferrari moved, Trustee Nichols seconded to approve the Resolution in Opposition to the 2020 Regional Transit Authority Millage Proposal as presented.

Roll Call:

Ayes: Wright, Ferrari, Dunn, Payne, Curtis, Nichols, Durr
Nays: None
Absent: None
Motion Carried

BIDS FOR CONCRETE FLOOR

Trustee Curtis moved, Clerk Wright seconded to award the contract for the Oxford Township Hall Basement Project to Elite Concrete LLC in the amount of \$10,476.00.
This \$10,476.00 amount to be expensed to Building and Site Fund account 471-208-970.001 Capital Outlay.

Roll Call:

Ayes: Payne, Durr, Curtis, Nichols, Dunn, Wright, Ferrari
Nays: None
Absent: None
Motion Carried

OXFORD TOWNSHIP EMPLOYEE HANDBOOK AMENDMENTS

Trustee Curtis moved, Treasurer Ferrari seconded to approve the amendments to the Paydays Section and the Timekeeping Section of the Oxford Township Employee Handbook as presented.

Roll Call:

Ayes: Dunn, Wright, Ferrari, Payne, Curtis, Durr, Nichols
Nays: None
Absent: None
Motion Carried

POLLY ANN TRAIL INTERLOCAL AGREEMENT APPROVAL REQUEST

Treasurer Ferrari moved, Trustee Nichols seconded to approve the Interlocal Agreement between the Townships of Orion, Oxford, and Addison, and the Villages of Oxford and Leonard, and the Polly Ann Trailway Management Council, Inc. as presented and authorize Supervisor William Dunn and Clerk Curtis W. Wright to sign the Interlocal Agreement on behalf of the Charter Township of Oxford.

Roll Call:

Ayes: Curtis, Durr, Wright, Payne, Nichols, Dunn, Ferrari
Nays: None
Absent: None
Motion Carried

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POLLY ANN TRAIL BYLAWS AGREEMENT

Treasurer Ferrari moved, Trustee Nichols seconded to approve the Bylaws for the Interlocal Agreement between the Townships of Orion, Oxford, and Addison, and the Villages of Oxford and Leonard, and the Polly Ann Trailway Management Council, Inc. as presented.

Roll Call:

Ayes: Nichols, Durr, Wright, Dunn, Ferrari, Payne, Curtis
Nays: None
Absent: None
Motion Carried

POLLY ANN TRAIL FUNDING FORMULA AMENDMENTS

Treasurer Ferrari moved, Trustee Nichols seconded to approve an increase in contribution to the Polly Ann Trailway Management Council, Inc. in the amount of \$702.75 based on Oxford Township's contribution percentage of 28.11%. The \$702.75 amount to be transferred from Unallocated Account 101-299-890-000 Contingency to Contributions Account 101-901-965.001 Polly Ann Trail.

Roll Call:

Ayes: Payne, Curtis, Ferrari, Wright, Nichols, Dunn, Durr
Nays: None
Absent: None
Motion Carried

ITEMS REMOVED FROM CONSENT AGENDA FOR ACTION OR DISCUSSION

None

PUBLIC COMMENT

None

BOARD OF TRUSTEE COMMENTS

Clerk Wright commented on the following:

- Apologized to Jordan about the Patio Ordinance not being on the agenda.
- Thanked Supervisor Dunn for his work on the Concrete Bids.
- AV Ballots have been mailed out this past Wednesday.

Supervisor Dunn apologized to Legacy regarding a note from February 5, 2020 that he did not see until he came back from vacation yesterday.

Treasurer Ferrari commented that the Townships investment income continues to increase yearly and in 2019 alone, between all the various funds, Oxford Township earned over \$335,000.00 in interest to benefit the fund that generated it. We also abide by the SLY method of Safety first, then Liquidity, then Yield.

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Trustee Curtis commented on the following:

- Planning Commissioners were all subpoenaed for the lawsuit against Horse Country and J. Dunn’s House of Providence.
- Picking up AC Units from Crossroads for Youth.
- Thanked everyone on the agenda preparation. Makes a meeting run smoothly.

ADJOURNMENT

Treasurer Ferrari moved, Trustee Curtis seconded, to adjourn at 7:05 pm.

Ayes: 7 Nays: 0 Absent: 0 Motion Carried



William Dunn, Supervisor



Curtis Wright, Clerk

Approved:

/kmr