

**CHARTER TOWNSHIP OF OXFORD  
COUNTY OF OAKLAND MICHIGAN**

**SYNOPSIS**

Of the Regular Meeting of the Charter Township of Oxford Board of Trustees held on July 12<sup>th</sup> 2006 at the Oxford Veterans Memorial Civic Center.

PRESENT: Trustee Behnke, Trustee Bellairs, Supervisor Dunn, Treasurer Ferrari, Trustee Fitchena, Trustee Kniffen, Clerk Sanderson

ABSENT: None

The following actions were taken:

Approved the agenda as amended.

Approved the following minutes: Special Meeting held June 27, 2006 as presented; Regular Meeting held June 28, 2006 as presented.

Approved all regular bills through July 6, 2006 as presented and authorized Clerk Sanderson to issue warrants and distribute funds accordingly.

Approved all consultant bills through July 6, 2006 as presented and authorized Clerk Sanderson to issue warrants and distribute funds accordingly.

Adopted Ordinance No. 95.002 – An Ordinance to Amend Ordinance No. 95.001 to Provide for Reimbursement to the Charter Township of Oxford for the Costs Incurred in Reviewing Applications for Fireworks Display as presented.

Adopted the Resolution Approving Submission of Bond Proposition to Electors as presented.

Adopted the Resolution Approving Submission of Millage Increase Proposition to Electors as presented.

Amended the R.L. White construction contract to include a gate valve well in the greenbelt within the parking area in an amount not to exceed \$7,381.00 and authorized Supervisor Dunn to sign the change order.

Approved the proposed Well System Agreement between Lake Villa, L.L.C. and the Charter Township of Oxford included in the Board packet and identified as Draft Form 7-7-06, together with the exhibits to the Agreement previously submitted to the Board with a cover letter dated May 24, 2006 subject to and contingent upon the following:

- A. That the words “If required within one year of the date of the Agreement” be added at the beginning of the third sentence of Section 1 of the Agreement as requested by Lake Villa’s legal counsel.
- B. That the Easement document identified as Exhibit 9 to the Well System Agreement be revised to conform to the revisions are set forth in the Easement draft dated 7/12/06.
- C. That the Agreement is contingent upon the Township’s receipt of executed originals of the Subordination of Lien, Partial Release of UCC Financing Statement and Partial Release of Mortgage from Lake Villa’s lender prior to execution of the Well System Agreement.
- D. That the Township Supervisor and Clerk are authorized to sign the document on behalf of the Township.

Approved the proposed “Agreement Between Charter Township of Oxford and Giffels-Webster Engineers, Inc. for Engineering Services” (the “Agreement”), sent by Jim Sharpe of Giffels-Webster Engineers, Inc. (“Giffels-Webster”) under e-mail to officials of the Charter Township of Oxford (the “Township”) dated July 6, 2006, subject to and contingent upon the following:

- A. That, where service fees as provided in the Agreement exceed the review fees recoverable as provided in current Township Ordinances and Resolutions, Giffels-Webster shall only charge the Township those amounts recoverable as provided in the Township Ordinances and Resolutions, until such time as the Ordinances and Resolutions are amended to reflect the fees as provided in the Agreement. Jim Sharpe is to work with the Building/Zoning Official to make these changes within 120 days.
- B. That the Township will amend its Ordinances and Resolutions as necessary to reflect the fees as provided in the Agreement as soon as practicable.

Further, the Township Clerk and the Township Supervisor are authorized to execute the Agreement. Authorized Rowe Engineering to proceed with the easement description for the Tullamore Agreement in an amount not to exceed \$3,600.00.

Waived the Township's policy requiring the soliciting of bids for contracts over \$20,000.00 for the cleaning contracts pertaining to the Oxford Veterans Memorial Civic Center.

Awarded the cleaning services for the Oxford Veterans Memorial Civic Center to Christine Tangney Cleaning Service for a period to commence on January 1, 2007 and end at midnight on December 31, 2008. The contract sum will be a total of \$36,000.00 for a two (2) year period and payable in monthly amounts of \$1,500.00 for the duration of the contract.

Awarded the floor cleaning services for the Oxford Veterans Memorial Civic Center to Christine Tangney Cleaning Service for a period to commence on January 1, 2007 and end at midnight on December 31, 2008. The price will be fixed at \$1,000.00 for each time floor cleaning and polish is done (every three to four months). This price does not include the moving any furniture or appliances but does include all first floor rooms.

Regarding agenda item 'Proposed Wine Shop (Fischer) Attorney Fees' authorized the attorney bill be paid out of the General Fund.

Adopted the M-100 Voting Machine Resolution as presented.

Adopted the Local Governing Body Resolution for Charitable Gaming Licenses as presented for the Oxford Addison Youth Assistance and Orion Youth Assistance September 9, 2006 Rubber Duck Race and authorized Clerk Sanderson to sign on behalf of the Township.

Meeting was adjourned at 10:55 p.m.

Clara J. Sanderson, CMC  
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