

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,
WEDNESDAY, SEPTEMBER 14, 2005

A Regular Meeting of the Charter Township of Oxford Board of Trustees held September 14, 2005 at the Oxford Veterans Memorial Civic Center.

Members Present: Behnke, Dunn, Ferrari, Fitchena, Kniffen, Sanderson

Members Absent: Bellairs

Also Present: Recording Secretary Exel, Planning Commission Chairman Silvester,
Township Planner Lopatin and approximately three citizens

Supervisor Dunn called the meeting to order at 7:31 p.m.

APPROVAL OF THE AGENDA

Treasurer Ferrari requested deletion of the following:

11. i. Policy Regarding Township Vehicle

Clerk Sanderson requested addition of the following:

11. n. Grant for HAVA

Treasurer Ferrari moved, Trustee Behnke seconded to approve the agenda as amended.

Ayes: 6 Nays: 0 Absent: 1

Motion Carried

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Don Silvester advised the status of rewriting the zoning ordinance; Ordinance Review Subcommittee is currently in the process of reviewing the first section and should be before the Board within the next two months. Current plans are to rewrite one section at a time.

Jerry Dywasuk requested the Township not put any further monies into OPFEC.

APPROVAL OF THE MINUTES

REGULAR MEETING HELD AUGUST 24, 2005

Treasurer Ferrari moved, Trustee Kniffen seconded to approve the Regular Meeting Minutes of August 24, 2005 as presented.

Ayes: 6 Nays: 0 Absent: 1

Motion Carried

APPROVAL OF THE BILLS THROUGH SEPTEMBER 8, 2005

Treasurer Ferrari moved, Trustee Fitchena seconded to approve the bills through September 8, 2005 as presented and to authorize Clerk Sanderson to issue warrants and distribute funds accordingly.

Ayes: Fitchena, Kniffen, Ferrari, Dunn, Sanderson, Behnke

Nays: None

Absent: Bellairs

Motion Carried

PUBLIC HEARING

**TO CONSIDER PROPOSED TEXT AMENDMENTS TO OXFORD TOWNSHIP
ZONING ORDINANCE NO. 67:**

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,
WEDNESDAY, SEPTEMBER 14, 2005

- A. ZO-05-02 – TO AMEND ARTICLE IV CAD, CENTRAL AREA DEVELOPMENT DISTRICT, TO INSERT REFERENCES TO THE TOWNSHIP’S UPDATED MASTER PLAN**
- B. ZO-05-03 – TO ADD ARTICLE 34 TO ZONING ORDINANCE NO. 67, PLANNED UNIT DEVELOPMENT (PUD), ESTABLISHING REGULATIONS GOVERNING PLANNED UNIT DEVELOPMENT, PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES AND PORTIONS THEREOF**

Treasurer Ferrari moved, Trustee Kniffen seconded to open the Public Hearing to consider proposed text amendments to Oxford Township Zoning Ordinance No. 67:

- A. ZO-05-02 – To Amend Article IV CAD CENTRAL AREA DEVELOPMENT DISTRICT, to insert references to the Township’s updated Master Plan
- B. ZO-05-03 – To Add Article 34 to Zoning Ordinance No. 67, Planned Unit Development (PUD), Establishing Regulations Governing Planned Unit Development, Providing For Repeal of Conflicting Ordinances and Portions Thereof

Ayes: 6 Nays: 0 Absent: 1
Motion Carried

No public comment was heard.

Treasurer Ferrari moved, Trustee Behnke seconded to close the Public Hearing.

Ayes: 6 Nays: 0 Absent: 1
Motion Carried

Treasurer Ferrari moved, Trustee Behnke seconded to adopt Oxford Township Zoning Ordinance No. 67: ZO-05-02 – To Amend Article IV CAD CENTRAL AREA DEVELOPMENT DISTRICT, to insert references to the Township’s updated Master Plan as presented.

Ayes: Ferrari, Dunn, Sanderson, Behnke, Fitchena
Nays: Kniffen
Absent: Bellairs
Motion Carried

Treasurer Ferrari moved, Trustee Behnke seconded to adopt Oxford Township Zoning Ordinance No. 67: ZO-05-03 – To Add Article 34 to Zoning Ordinance No. 67, Planned Unit Development (PUD), Establishing Regulations Governing Planned Unit Development, Providing For Repeal of Conflicting Ordinances and Portions Thereof as presented.

Ayes: Ferrari, Dunn, Sanderson, Fitchena
Nays: Behnke, Kniffen
Absent: Bellairs
Motion Carried

PRESENTATION

ST. JUDE

A brief presentation was given by Caryn Wengar of St. Jude’s.

Treasurer Ferrari moved, Trustee Kniffen seconded that we allow, if the inspectors are willing, the waiving of the building permit related fees for the St. Jude’s Oxford Dream Home but do not allow the waiving of any sewer or water tap fees or permits.

Ayes: 6 Nays: 0 Absent: 1
Motion Carried

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,
WEDNESDAY, SEPTEMBER 14, 2005

*Supervisor Dunn called for a short recess at 8:18 p.m.
The meeting reconvened at 8:20 p.m.*

OLD BUSINESS

ATI – COST REDUCTION & PROFIT RECOVERY SERVICES

Treasurer Ferrari moved, Clerk Sanderson seconded to direct Supervisor Dunn to write a letter to ATI Cost Reduction & Profit Recovery Services thanking them for their presentation but stating that we would rather not use their services at this time.

Ayes: 6 Nays: 0 Absent: 1

Motion Carried

POSSIBLE SALE OF 564 FIRST STREET – PO-04-04-151-002

Treasurer Ferrari moved, Trustee Behnke seconded that the Charter Township of Oxford directs its Treasurer, Joseph G. Ferrari, to prepare the necessary paperwork in order to put the Oxford Township owned property at 564 First Street (P-04-04-151-002) out for sealed bids. We further request that a minimum bid of \$55,000.00 be established and that the bidding will be opened for 30 business days. There must also be a section in the bidding document that states “The Charter Township of Oxford reserves the right to accept or reject any or all bids”. At the end of that bidding period, the Treasurer is authorized to collect, open and compile all bids for the Township Board of Trustees to consider at a Township Board meeting. Each bidder will be notified of the Township Board’s final decision.

Ayes: 6 Nays: 0 Absent: 1

Motion Carried

NEW BUSINESS

MICKELSON SHORES DEMOLITION/RECONSTRUCTION (WELL HOUSE AND TANK)

Tabled until next Regular Meeting of September 28, 2005.

NEW BOOSTER STATION PROPOSAL

Tabled until next Regular Meeting of September 28, 2005.

RECOMMENDATION FROM EMPLOYEE EVALUATION REVIEW TEAM

Treasurer Ferrari moved, Trustee Kniffen seconded to adopt all wage increases from Part-Time Help Clerk’s Dept. thru Ordinance Enforcement Officer, as presented, with the exception of Assistant to the Treasurer, Grade 2, Step 3.

Ayes: Behnke, Kniffen, Ferrari

Nays: Sanderson, Fitchena, Dunn

Absent: Bellairs

Motion Failed

Supervisor Dunn moved, Trustee Kniffen seconded to adopt all wage increases from Part-Time Help Clerk’s Dept. through Ordinance Enforcement Officer, as presented.

Ayes: Behnke, Dunn, Sanderson

Nays: Fitchena, Kniffen, Ferrari

Absent: Bellairs

Motion Failed

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,
WEDNESDAY, SEPTEMBER 14, 2005

Treasurer Ferrari moved, Trustee Behnke seconded to approve the Supervisor, Treasurer and Clerk an increase from last year's salary of 2.50% and make the Supervisor wage for 2006 \$57,538.38; Clerk and Treasurer at \$47,906.77; effective January 1, 2006.

Ayes: Fitchena, Kniffen, Ferrari, Dunn, Sanderson, Behnke

Nays: None

Absent: Bellairs

Motion Carried

Treasurer Ferrari moved, Trustee Behnke seconded to accept the Employee Evaluation Review Team Recommendation for Wage Increases from the Township Trustee section down to Board of Review, as presented.

Ayes: Kniffen, Ferrari, Dunn, Sanderson, Behnke, Fitchena

Nays: None

Absent: Bellairs

Motion Carried

Trustee Kniffen moved, Trustee Behnke seconded to adopt all wage increases from Part-Time "Oxford Sub-Station" thru Ordinance Enforcement Officer, as presented.

Ayes: Ferrari, Dunn, Sanderson, Behnke, Fitchena, Kniffen

Nays: None

Absent: Bellairs

Motion Carried

Clerk Sanderson moved, Treasurer Ferrari seconded to accept the recommendation of the Employee Evaluation Review Team for the positions of Part-Time Help Clerk's Dept., Receptionist, Admin. Asst. Building Dept., PC/ZBA Coordinator and Admn. Asst. Clerk's Dept. as presented.

Ayes: Dunn, Sanderson, Behnke, Fitchena, Kniffen, Ferrari

Nays: None

Absent: Bellairs

Motion Carried

Clerk Sanderson moved, Trustee Behnke seconded to accept the recommendation of the Employee Evaluation Review Team for the position of Assistant to the Treasurer, staying at Grade 2, going to Step 4.

Ayes: Sanderson, Behnke, Kniffen, Dunn

Nays: Fitchena, Ferrari

Absent: Bellairs

Motion Carried

DISCUSSION/DIRECTION REGARDING CONTRIBUTIONS TO N.O.T.A. AND POLLY ANN TRAIL

Discussion only – no action taken.

REVIEW FEES

Trustee Kniffen moved, Trustee Behnke seconded to table until next Regular Meeting of September 28, 2005.

Ayes: 6 Nays: 0 Absent: 1

Motion Carried

STATUTORY REVENUE SHARING REDUCTION

Treasurer Ferrari moved, Trustee Kniffen seconded that the Charter Township of Oxford Board of Trustees directs its Treasurer to inform the other local Oxford Township taxing units that, due to state Statutory Revenue Sharing cuts, their shares of that portion of revenue sharing will be reduced by 49.52%. That reduced amount will remain constant until further notice.

Ayes: 6 Nays: 0 Absent: 1

Motion Carried

CDBG VETERANS MEMORIAL CENTER SPRINKLER SYSTEM

Treasurer Ferrari moved, Trustee Kniffen seconded that the Oxford Township Board of Trustees approves the proposal with Michigan Irrigation for the Veterans Memorial Center Sprinkler System for CDBG Program Year 2005 in the amount of \$1,200.00 and authorizes CDBG Coordinator Joseph G. Ferrari to sign the contract on behalf of the Township. Both parties also acknowledge that the Charter Township of Oxford will be financially responsible (through CDBG funds) for any permits through the Village of Oxford for this project. Furthermore, there are no other agreements or understandings, whether oral or written, pertaining to this proposal.

Ayes: Kniffen, Ferrari, Dunn, Sanderson

Nays: Fitchena, Behnke

Absent: Bellairs

Motion Carried

OLHSA CONTRACT

Treasurer Ferrari moved, Trustee Fitchena seconded that the Oxford Township Board of Trustees approve the proposal and contract for OLHSA for 2005 CDBG funds in an amount of \$10,000.00 and authorize Community Development Block Grant Fund Coordinator Joseph G. Ferrari to sign the necessary documents on behalf of Oxford Township.

Ayes: Kniffen, Ferrari, Dunn, Sanderson, Behnke, Fitchena

Nays: None

Absent: Bellairs

Motion Carried

POLICY REGARDING PAPERLESS PACKETS

Discussion only – no action taken.

CONTRIBUTION FOR OAKLAND COUNTY MAGAZINE

Treasurer Ferrari moved, Trustee Behnke seconded to authorize Supervisor Dunn to write a letter to Oakland County Executive, L. Brooks Patterson, thanking him for the offer to contribute \$200.00 to the economic development initiative, but state that due to severe budget constraints we will not be able to do that at this time.

Ayes: 6 Nays: 0 Absent: 1

Motion Carried

TOWNSHIP OFFICE JANITORIAL SERVICE

Treasurer Ferrari moved, Trustee Fitchena seconded to honor Supervisor Dunn's request to increase janitorial services to \$540.75/month and authorize Clerk Sanderson to sign the agreement on behalf of Oxford Township.

Ayes: Kniffen, Ferrari, Dunn, Behnke, Fitchena

Nays: Sanderson

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,
WEDNESDAY, SEPTEMBER 14, 2005

Absent: Bellairs
Motion Carried

VETS' HALL SUPERVISOR'S WAGE

Treasurer Ferrari moved, Trustee Fitchena seconded to honor Supervisor Dunn's request to increase the Vets' Hall Supervisor's position to \$8.75/hour starting January 1, 2006.

Ayes: Dunn, Sanderson, Behnke, Fitchena, Kniffen, Ferrari
Nays: None
Absent: Bellairs
Motion Carried

GRANT FOR HAVA

Trustee Kniffen moved, Clerk Sanderson seconded to authorize Clerk Sanderson to sign grant papers to complete HAVA projects.

Ayes: 5 Nays: 1 Absent: 1
Motion Carried

BOARD OF TRUSTEES COMMENTS

Supervisor Dunn thanked Parks & Recreation, the Fire Department and all volunteers for the recent water/fund drive.

Clerk Sanderson questioned the status of Attorney Dovre.

Trustee Kniffen thanked the Clerk's office for receipt of meetings on CD's and also thanked those volunteers involved in the recent water/fund drive.

Trustee Fitchena also thanked water/fund drive volunteers and stated that all Board members have been given information regarding an upcoming golf outing to which she invited all to participate.

ADJOURNMENT

Trustee Behnke moved, Trustee Kniffen seconded to adjourn the meeting at 9:30 p.m.

Ayes: 6 Nays: 0 Absent: 1
Motion Carried

William Dunn, Supervisor

Clara J. Sanderson, CMC, Clerk

Date Approved September 28, 2005
/lte