

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,
WEDNESDAY, NOVEMBER 9, 2005

A Regular Meeting of the Charter Township of Oxford Board of Trustees held November 9, 2005 at the Oxford Veterans Memorial Civic Center.

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

Members Absent: None

Also Present: Recording Secretary Exel, Fire Chief LeRoy, Township Attorney Kaye, Shannon Parry-Rowe, Inc., C. J. Carnacchio-Oxford Leader and approximately ten citizens

Supervisor Dunn called the meeting to order at 7:35 p.m.

APPROVAL OF THE AGENDA

Treasurer Ferrari moved, Trustee Fitchena seconded to approve the agenda as presented.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

No public comment was heard.

Supervisor Dunn stated that items would be addressed out of order to accommodate the Public Hearing at the published time of 7:45 p.m.

APPROVAL OF THE MINUTES

SPECIAL MEETING HELD OCTOBER 26, 2005

Treasurer Ferrari moved, Trustee Behnke seconded to approve the Special Meeting Minutes of October 26, 2005 as presented.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried

REGULAR MEETING HELD OCTOBER 26, 2005

Treasurer Ferrari moved, Trustee Behnke seconded to approve the Regular Meeting Minutes of October 26, 2005 as presented.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried

REPORTS

CLERK'S FINANCIAL REPORT THROUGH SEPTEMBER 2005

The Clerk's Report through September 2005 was reviewed and will be on file.

TREASURER'S REPORT THROUGH SEPTEMBER 2005

The Treasurer's Report through September 2005 was reviewed and will be on file.

NEW BUSINESS

APPROVAL OF MAINTENANCE CONTRACT W/ RICOH BUSINESS SYSTEMS

Treasurer Ferrari moved, Trustee Kniffen seconded to approve the annual maintenance agreement with Ricoh Business Systems, Inc., for the copier at the police sub-station, in the amount of \$817.84; to be paid from account no. 205-302-933.000; from 9/3/05 to 9/3/06.

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

SAFETY PATH SNOW REMOVAL

Treasurer Ferrari moved, Trustee Fitchena seconded that Oxford Township contract with Northern Pines Lawn and Landscaping for maintenance of designated safety paths for the 2005/2006 season at an amount of \$400.00 per push and authorize Supervisor Dunn to sign any necessary paperwork.

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

PUBLIC HEARING

CDBG SUGGESTED FUNDING FOR 2006/SIGNING OF SUBRECIPIENT AGREEMENT BETWEEN THE COUNTY OF OAKLAND AND TOWNSHIP OF OXFORD

Treasurer Ferrari moved, Trustee Behnke seconded to open the Public Hearing to consider CDBG Suggested Funding for 2006/Signing of Subrecipient Agreement between the County of Oakland and Township of Oxford.

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

Shirley Clancy requested clarification regarding the senior center when consideration is made regarding allocation of CDBG funds.

Treasurer Ferrari moved, Clerk Sanderson seconded to close the Public Hearing.

Ayes: 7 Nays: 0 Absent: 0
Motion Carried

Treasurer Ferrari moved, Trustee Bellairs seconded that the Charter Township of Oxford Board of Trustees authorizes Supervisor William Dunn to sign the Program Year 2006 Community Development Block Grant (CDBG) Subrecipient Agreement between the County of Oakland and the Township of Oxford as presented.

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

Treasurer Ferrari moved, Clerk Sanderson seconded that the Charter Township of Oxford Board of Trustees formally agrees to allocate its 2006 Community Development Block Grant (CDBG) Funds in the following manner:

- \$19,936.00 - For the Minor Home Repair Program
- \$ 4,000.00 - For Home Injury Control/Minor Home Repairs
- \$ 3,500.00 - For Housekeeping/Inside Chores

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- \$ 3,292.00 - For Yard Work/Snow Removal
- \$ 2,500.00 - For HAVEN

In the case that CDBG funding comes in less than anticipated, the allocation for the Minor Home Repair Program is to be reduced appropriately. The Charter Township of Oxford Board of Trustees also authorizes CDBG Coordinator Joseph G. Ferrari to prepare all the necessary documents and authorizes Supervisor William Dunn to sign the 2006 CDBG submittal on behalf of the Township.

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

Nays: None

Absent: None

Motion Carried

APPROVAL OF THE BILLS THROUGH NOVEMBER 3, 2005

Treasurer Ferrari moved, Trustee Behnke seconded to approve the bills through October 31, 2005 as presented and to authorize Clerk Sanderson to issue warrants and distribute funds accordingly.

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

Nays: None

Absent: None

Motion Carried

Treasurer Ferrari moved, Clerk Sanderson seconded to approve the first set of bills through November 10, 2005 with the exclusion of bill #92 and to authorize Clerk Sanderson to issue warrants and distribute funds accordingly.

Ayes: Fitchena, Ferrari, Sanderson

Nays: Bellairs, Kniffen, Dunn, Behnke

Absent: None

Motion Failed

Supervisor Dunn moved, Trustee Kniffen seconded to approve the first set of bills through November 10, 2005 as presented and to authorize Clerk Sanderson to issue warrants and distribute funds accordingly.

Motion was amended by Supervisor Dunn and Trustee Kniffen

Supervisor Dunn moved, Trustee Kniffen seconded to approve the first set of bills through November 10, 2005 as presented; with the exception of #177, Tech Resources Inc., 4218 and 4218A awaiting clarification; and to authorize Clerk Sanderson to issue warrants and distribute funds accordingly.

Ayes: Bellairs, Kniffen, Dunn, Behnke, Fitchena

Nays: Ferrari, Sanderson

Absent: None

Motion Carried

Treasurer Ferrari moved to approve the second set of November 10, 2005 bills as presented; with exclusion of invoices #11254A, 11330, 11343, 11382, 11384 and 11413; and to authorize Clerk Sanderson to issue warrants and distribute funds accordingly.

Motion Failed – No Support

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Supervisor Dunn moved, Trustee Behnke seconded to approve the consultant bills as presented.

Ayes: Dunn, Sanderson, Behnke, Fitchena

Nays: Kniffen, Ferrari, Bellairs

Absent: None

Motion Carried

OLD BUSINESS

FILE SERVER QUOTATION

Clerk Sanderson moved, Treasurer Ferrari seconded to authorize Tech Resources to provide a server and installation to serve the new computer software programs in the total amount of \$12,330.70 from account no. 101-299-970.003; Computer Programming.

Ayes: Ferrari, Sanderson, Behnke, Fitchena, Kniffen

Nays: Dunn, Bellairs

Absent: None

Motion Carried

PURCHASE OF TOWNSHIP PROPERTY – ALLOCATION OF COSTS

Treasurer Ferrari moved, Trustee Bellairs seconded to allocate to future water purposes 13.95 acres, also to have the Water Fund allocate to the General Fund, once the Waterstone Water Agreement is executed, the Golf Highlands property which will be used for Brabb-Dewey drainage at 4.81 acres; which leaves a net total of 9.14 acres multiplied by a calculation of \$21,542.96 – the Water Fund will pay back Building and Site \$196,902.65.

Ayes: Ferrari, Bellairs, Kniffen

Nays: Dunn, Sanderson, Behnke, Fitchena

Absent: None

Motion Failed

Supervisor Dunn moved, Clerk Sanderson seconded that the Township Hall site be divided into two equal parts and the Water Fund reimburse the Building and Site Fund at \$21,542.96 per acre.

Ayes: Behnke, Fitchena, Kniffen, Dunn, Sanderson

Nays: Bellairs, Ferrari

Absent: None

Motion Carried

DISCUSSION RE: TOWNSHIP HALL PROJECT

Supervisor Dunn called for a five-minute recess at 9:24 p.m.

The meeting was reconvened at 9:28 p.m.

Trustee Kniffen moved, Clerk Sanderson seconded to authorize Supervisor Dunn to sign a Letter of Intent for a total cost of \$1,571,011.00 to R. L. White Construction.

Ayes: Sanderson, Behnke, Fitchena, Kniffen, Dunn

Nays: Bellairs, Ferrari

Absent: None

Motion Carried

NEW BUSINESS

HIRING OF FIRE DEPARTMENT OFFICERS, PERSONNEL AND EMS COORDINATOR FOR YEAR 2006

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Treasurer Ferrari moved, Trustee Fitchena seconded that as of January 1, 2006 the Charter Township of Oxford hire all the current Fire personnel currently on-board, including fire fighters and EMT's, at current wage and benefit levels for the year 2006 and have those funds come from the new Fire Operating and ALS millage.

Ayes: Fitchena, Bellairs, Kniffen, Ferrari, Behnke

Nays: Dunn, Sanderson

Absent: None

Motion Carried

Treasurer Ferrari moved, Trustee Fitchena seconded to set up a committee of Supervisor Dunn, Treasurer Ferrari and Trustee Behnke to negotiate a contract with current Oxford Fire Chief Jack LeRoy starting January 1, 2006.

Ayes: Bellairs, Ferrari, Behnke, Fitchena

Nays: Kniffen, Dunn, Sanderson

Absent: None

Motion Carried

Treasurer Ferrari moved, Trustee Fitchena seconded that as of January 1, 2006 Oxford Township adopt the current Fire Department Personnel Policy for a Township owned Fire Department.

Ayes: Kniffen, Ferrari, Behnke, Fitchena, Bellairs

Nays: Dunn, Sanderson

Absent: None

Motion Carried

Treasurer Ferrari moved, Trustee Fitchena seconded to authorize Chief LeRoy, Oxford Fire Department, to begin the process of soliciting and interviewing for the position of EMS Coordinator, three shift commanders and six fire fighter paramedics for the new ALS millage coming into effect in 2006.

Motion was amended by Treasurer Ferrari and Trustee Fitchena

Treasurer Ferrari moved, Trustee Fitchena seconded to authorize Supervisor Dunn, with consultation of Chief LeRoy, to begin the process of hiring an EMS Coordinator.

Motion was amended by Treasurer Ferrari and Trustee Fitchena

Treasurer Ferrari moved, Trustee Fitchena seconded to authorize Supervisor Dunn, with consultation of Chief LeRoy, to begin the process of hiring an EMS Coordinator with current Fire Department benefits falling under the current Fire Department Personnel Policy.

Motion was rescinded by Treasurer Ferrari and Trustee Fitchena

Treasurer Ferrari moved, Trustee Kniffen seconded to have Supervisor Dunn, with consultation of Fire Chief LeRoy, develop a job description and begin advertising for an ALS Coordinator; with that person falling under the Fire Department benefits and personnel policy.

Ayes: Ferrari, Behnke, Fitchena, Kniffen

Nays: Dunn, Sanderson, Bellairs

Absent: None

Motion Carried

OXFORD SEWER 2005 EXTENSION – BROOKFIELD

Treasurer Ferrari moved, Supervisor Dunn seconded that:

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1. The Township Board hereby approves the Clinton-Oakland Sewage Disposal System Charter Township of Oxford 2005 Extension Contract to be dated as of November 1, 2005, between the County and Township, in respect to the acquisition and construction of the project.
2. The Supervisor and Clerk are authorized and directed to execute and deliver the contract for and on behalf of the Township in such number of counterparts as may be desirable.
3. A copy of the contract presented on this date and herein approved and authorized to be executed and delivered shall be attached to the minutes of this meeting and made a part thereof and shall be placed on file with the Clerk and made available for examination by any interested person during normal business hours.

Motion was amended by Treasurer Ferrari and Supervisor Dunn

Treasurer Ferrari moved, Supervisor Dunn seconded that:

1. The Township Board hereby approves the Clinton-Oakland Sewage Disposal System Charter Township of Oxford 2005 Extension Contract to be dated as of November 10, 2005, between the County and Township, in respect to the acquisition and construction of the project.
2. The Supervisor and Clerk are authorized and directed to execute and deliver the contract for and on behalf of the Township in such number of counterparts as may be desirable.
3. A copy of the contract presented on this date and herein approved and authorized to be executed and delivered shall be attached to the minutes of this meeting and made a part thereof and shall be placed on file with the Clerk and made available for examination by any interested person during normal business hours.

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

Nays: None

Absent: None

Motion Carried

ARSENIC SHELL: PUBLICLY OWNED SYSTEMS

Supervisor Dunn moved, Trustee Behnke seconded to enter into this Consent Order with the State of Michigan DEQ and authorize the Supervisor to sign on behalf of the Township.

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

Nays: None

Absent: None

Motion Carried

NOTA – PROPOSED INCREASE IN PAYMENT PERCENTAGE

Trustee Fitchena requested permission to abstain from any vote on this topic due to her affiliation with NOTA.

Treasurer Ferrari moved, Supervisor Dunn seconded to allow Trustee Fitchena to abstain from any vote on this topic due to her affiliation with NOTA.

Ayes: Sanderson, Behnke, Ferrari, Dunn

Nays: Bellairs, Kniffen

Absent: None

Motion Failed

(Must be unanimous Township Board consent to pass)

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Treasurer Ferrari moved, Trustee Behnke seconded to allocate \$80,000.00 minus \$11,733.00 in SMART Municipal Credits for a total of \$68,267.00 as Oxford Township's share for NOTA contribution in the year 2006.

Ayes: Ferrari, Dunn, Behnke, Fitchena

Nays: Bellairs, Kniffen, Sanderson

Absent: None

Motion Carried

Trustee Kniffen moved, Trustee Behnke seconded at 11:00 p.m. to extend the meeting ten-minutes.

Ayes: 4 Nays: 3 Absent: 0

Motion Carried

BOARD OF TRUSTEES COMMENTS

Treasurer Ferrari stated the need to get information from Rowe regarding information to be added to water bills; stated that no bids have been received on the Township owned First Street property; commented regarding the necessity of having a policy in place regarding conference attendance and stated the need to have an alternative in place if not in agreement with the NOTA allocation since so many rely on that service.

Trustee Kniffen thanked the Clerk's Office for putting tonight packet on CD's.

Trustee Fitchena stated the need to readdress having Special Meetings prior to Regular Meetings.

ADJOURNMENT

Treasurer Ferrari moved, Trustee Kniffen seconded to adjourn the meeting at 11:10 p.m.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried

William Dunn, Supervisor

Clara J. Sanderson, CMC, Clerk

Date Approved November 22, 2005

/lte