

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,  
WEDNESDAY, SEPTEMBER 13, 2006

A Regular Meeting of the Charter Township of Oxford Board of Trustees held September 13, 2006 at the Oxford Veterans Memorial Civic Center.

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

Members Absent: Bellairs

Also Present: Recording Secretary Exel, Fire Chief LeRoy, Jim Sharpe-Giffels-Webster, Jason Taft-Rowe, Inc., Village Council Representatives Stiles, DelVigna and Bailey and approximately ten citizens

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

APPROVAL OF THE AGENDA

Trustee Kniffen moved, Trustee Behnke seconded to approve the agenda as presented.

Ayes: 6 Nays: 0 Absent: 1

Motion Carried

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

No public comments were heard.

APPROVAL OF THE MINUTES

**SPECIAL MEETING HELD AUGUST 16, 2006**

Trustee Fitchena moved, Trustee Behnke seconded to approve the Special Meeting Minutes of August 16, 2006 as presented.

Ayes: 6 Nays: 0 Absent: 1

Motion Carried

**SPECIAL MEETING HELD AUGUST 21, 2006**

Treasurer Ferrari moved, Trustee Kniffen seconded to approve the Special Meeting Minutes of August 21, 2006 as presented.

Ayes: 6 Nays: 0 Absent: 1

Motion Carried

**REGULAR MEETING HELD AUGUST 23, 2006**

Treasurer Ferrari moved, Trustee Kniffen seconded to approve the Regular Meeting Minutes of August 23, 2006 as presented.

Ayes: 6 Nays: 0 Absent: 1

Motion Carried

APPROVAL OF THE BILLS THROUGH SEPTEMBER 7, 2006

Treasurer Ferrari moved, Trustee Fitchena seconded to approve all regular bills through September 7, 2006 as presented and authorize Clerk Sanderson to issue warrants and distribute funds accordingly.

Ayes: Fitchena, Kniffen, Ferrari, Dunn, Sanderson

Nays: Behnke

Absent: Bellairs

Motion Carried

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Clerk Sanderson moved, Supervisor Dunn seconded to approve all consultant bills through September 7, 2006 as presented and authorize Clerk Sanderson to issue warrants and distribute funds accordingly.

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

Supervisor Dunn moved, Trustee Kniffen seconded to approve all consultant bills through September 7, 2006, invoice 0053522; \$1,387,50, as presented and authorize Clerk Sanderson to issue warrants and distribute funds accordingly.

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

REPORTS

**CLERK'S REPORT THROUGH JULY 2006**

The Clerk's Report through July 2006 was reviewed and will be on file.

**TREASURER'S REPORT THROUGH JULY 2006**

The Treasurer's Report through July 2006 was reviewed and will be on file.

FIRE DEPARTMENT

**PURCHASE OF AMBULANCE**

Treasurer Ferrari moved, Trustee Behnke seconded to purchase the 2006 Lifeline "Superliner" Factory Demonstrator "A88504" per requirements in Exhibit "B".

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

**TRENCH AND COLLAPSE RESCUE EQUIPMENT**

Treasurer Ferrari moved, Trustee Behnke seconded to approve \$11,236.00 for Trench and Collapse Rescue Equipment from Alert Emergency Equipment Group, Inc.

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

**LIVING QUARTERS FOR FIREFIGHTERS**

Treasurer Ferrari moved to authorize Living Quarters for Firefighters expenditures in the amount of \$32,065.00 with the Township portion being \$25,889.28 and Village portion being \$6,175.72.

Motion Failed – No Support

Supervisor Dunn requested this topic be placed on the next Regular Meeting agenda.

OLD BUSINESS

**TOWNSHIP HALL UPDATE**

**IMPROVEMENTS TO DUNLAP ROAD**

**MOVE DATE WEEK OF SEPTEMBER 23, 2006**

Discussion only – no action taken.

**BRABB-DEWEY ROAD IMPROVEMENT OPTIONS**

Treasurer Ferrari moved, Trustee Behnke seconded to amend the Brabb-Dewey drainage contract issue with addition of Option Two “Remove and reconstruct the half of the roadway located on the house side of the road from the top of the hill to the existing storm sewer structures. This will include the construction of a bituminous swale and replacing the road with 3-inches of bituminous pavement” at a total cost of \$11,816.00 and the option “To help eliminate the road gravel and dirt from entering the existing catch basins on the parking lot side of the road the Road Commission would allow the contractor to extend the gravel parking surface 345-feet up the hill (varying in width between 8-feet to 10-feet) and regrading and restoring the existing 150-foot long swale” at a total cost of \$5,640.00; adding this to the existing Tri-party contract with the Road Commission for the Brabb-Dewey drainage project coming out of the Road Fund.

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

Nays: None

Absent: Bellairs

Motion Carried

**SAFETY PATH ITEMS**

**DRAHNER ROAD SAFETY PATH REPAIR AND EXPANSION AND  
WATERSTONE SAFETY PATH REPAIR**

Treasurer Ferrari moved, Trustee Kniffen seconded that the Oxford Township Board of Trustees approves the contract with Allied Construction to perform all of the work specified in its August 16, 2006 bid proposal in regards to Safety Path repairs and enhancements at a total cost of \$14,461.00 with the monies to come from the Safety Path Fund – 297-852-811.000.

Ayes: Fitchena, Kniffen, Ferrari, Dunn, Behnke

Nays: Sanderson

Absent: Bellairs

Motion Carried

**SAFETY PATH AGREEMENT – B.J. & SONS**

Treasurer Ferrari moved, Trustee Kniffen seconded to authorize Supervisor Dunn to sign the Agreement between Charter Township of Oxford and Multi-Tenant Industrial Building as presented.

Ayes: Kniffen, Ferrari, Dunn, Behnke, Fitchena

Nays: Sanderson

Absent: Bellairs

Motion Carried

**SAFETY PATH AGREEMENT - BARRONCAST**

Treasurer Ferrari moved, Trustee Behnke seconded to authorize Supervisor Dunn to sign the Agreement between Charter Township of Oxford and Barroncast, Inc. as presented.

Ayes: Ferrari, Dunn, Behnke, Fitchena, Kniffen

Nays: Sanderson

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Absent: Bellairs  
Motion Carried

*Supervisor Dunn called for a two-minute recess at 8:37 p.m.  
The meeting was reconvened at 8:40 p.m.*

NEW BUSINESS

**REQUEST FROM MARTHA MCDONALD TO ADDRESS TOWNSHIP BOARD RE:  
VICIOUS DOG BAN AND PROCEDURE FOR TOWNSHIP TAKING SWORN  
STATEMENTS FROM RESIDENTS**

Supervisor Dunn moved, Treasurer Ferrari seconded to recommend to legal counsel that a complaint with filed with the Court on Martha McDonald's behalf.

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

**2006 BUDGET AMENDMENTS**

**101 – GENERAL FUND**

Treasurer Ferrari moved to approve the 2006 amended General Fund Budget (101) with revenues and expenditures balancing at \$1,863,792.00 with the following change: Decreasing Opening Fund Balance to \$53,277.00 and adding to 101-669 Cable TV \$10,223.00 and attach the spreadsheet as an appendix to the minutes.

Motion Failed – No Support

Trustee Kniffen moved, Supervisor Dunn seconded to approve the 2006 amended General Fund Budget (101) with revenues and expenditures balancing at \$1,863,792.00 and attach the spreadsheet as an appendix to the minutes.

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

Trustee Kniffen moved, Trustee Behnke seconded that the Chairperson of Oxford Cable Commission be directed to approach other three entities and request 100% contribution.

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

**204 – ROAD FUND**

Treasurer Ferrari moved, Clerk Sanderson seconded to approve the 2006 amended Road Fund Budget (204) with revenues and expenditures balancing at \$32,040.00 and attach the spreadsheet as an appendix to the minutes.

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

**205 – POLICE CONTRACTING FUND**

Treasurer Ferrari moved, Supervisor Dunn seconded to approve the 2006 amended Police Contracting Fund Budget (205) with revenues and expenditures balancing at \$2,053,872.00 and attach the spreadsheet as an appendix to the minutes.

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

Nays: None

Absent: Bellairs

Motion Carried

**206 – FIRE FUND**

Postponed

**207 – POLICE FUND**

Postponed

**209 – CEMETERY MAINTENANCE FUND**

Treasurer Ferrari moved, Trustee Behnke seconded to approve the 2006 amended Cemetery Fund Budget (209) with revenues and expenditures balancing at \$49,103.00 and attach the spreadsheet as an appendix to the minutes.

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

Nays: None

Absent: Bellairs

Motion Carried

**239 – TELECOMMUNICATIONS FUND**

Treasurer Ferrari moved, Supervisor Dunn seconded to approve the 2006 amended Telecommunication Fund Budget (239) with revenues and expenditures balancing at \$32,863.00 and attach the spreadsheet as an appendix to the minutes.

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

Nays: None

Absent: Bellairs

Motion Carried

**253 – POLICE NARCOTICS FUND**

Treasurer Ferrari moved, Trustee Kniffen seconded to approve the 2006 amended Police Narcotics Fund Budget (253) with revenues and expenditures balancing at \$4,591.00 and attach the spreadsheet as an appendix to the minutes.

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

Nays: None

Absent: Bellairs

Motion Carried

**295 – BUILDING PERMIT FUND**

Treasurer Ferrari moved, Clerk Sanderson seconded to approve the 2006 amended Building Permit Fund Budget (295) with revenues and expenditures balancing at \$296,344.00 and attach the spreadsheet as an appendix to the minutes.

Ayes: Dunn, Sanderson, Fitchena, Kniffen, Ferrari

Nays: Behnke

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Absent: Bellairs  
Motion Carried

**SET DATE FOR BUDGET WORKSHOP**

Set date of September 20, 2006; 7:30 p.m.

**WATER AND SEWER OPERATING/OWNERSHIP AGREEMENTS  
LAKEVILLA WELL SYSTEM OPERATION/OWNERSHIP**

Trustee Kniffen moved to take over the total water system.  
Motion Failed – No Support

Board consensus was to table until a later date awaiting further information.

**MODEL CONTRACTS**

Treasurer Ferrari moved, Trustee Kniffen seconded to write Mr. Mercado, DWSD Director, that we would like to have our own representation.

Ayes: 4      Nays: 2      Absent: 1  
Motion Carried

**HAVEN CONTRACT**

Treasurer Ferrari moved, Clerk Sanderson seconded that the Oxford Township Board of Trustees approve the attached contract with HAVEN for 2006 CDBG funds in an amount of \$2,500.00 and authorize Community Development Block Grant Fund Coordinator Joseph G. Ferrari to sign the necessary documents on behalf of Oxford Township.

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

**ORDINANCE AMENDMENTS TO WATER AND SEWER ORDINANCES**

Treasurer Ferrari moved, Trustee Kniffen seconded to draft amendments to the Water and Sewer Ordinance that allow for any increases that the Township receives from the City of Detroit through Oakland County to be passed along to customers.

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

**PROPOSED PURCHASE OF NEW POSTAGE METER**

Supervisor Dunn moved, Trustee Behnke seconded to approve the lease of a Pitney Bowes DM500 machine for \$173 per month for 48 months after which time the Charter Township of Oxford will own the machine and authorize Township Supervisor William Dunn to sign the lease on behalf of the Township of Oxford.

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

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**MAKING S. COATS/DRAHNER ROAD INTERSECTION A FOUR-WAY STOP**

Treasurer Ferrari moved, Trustee Kniffen seconded to direct Supervisor Dunn to contact the Road Commission and recommend making the intersection of S. Coats and Drahner Roads a four-way stop.

Ayes: 6      Nays: 0      Absent: 1

Motion Carried

**SET DATE TO DISCUSS WATER PROJECTS AND BOND PAYMENTS**

Clerk Sanderson moved, Trustee Kniffen seconded to set the date of Wednesday, September 20, 2006; 7:30 p.m. as the meeting date to discuss water projects and bond payments rather than the Budget Workshop as originally scheduled.

Ayes: 4      Nays: 2      Absent: 1

Motion Carried

**POLICY REGARDING SMOKING AT VETERANS HALL**

Trustee Behnke moved, Trustee Kniffen seconded to ban smoking at the Vet's Hall as of October 1, 2006.

Ayes: 4      Nays: 2      Absent: 1

Motion Carried

BOARD OF TRUSTEES COMMENTS

Trustee Kniffen stated he is asking cooperation of all staff in preparing for the move to the new Township Hall.

Treasurer Ferrari stated he is receiving questions as to the future use of the old Township Hall and would like "Get Appraisal of Old Township Hall" added to the next meeting's agenda.

ADJOURNMENT

Supervisor Dunn moved, Trustee Kniffen seconded to adjourn the meeting at 10:12 p.m.

Ayes: 6      Nays: 0      Absent: 1

Motion Carried

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William Dunn, Supervisor

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Clara J. Sanderson, CMC, Clerk

Date Approved September 27, 2006

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