

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

A Regular Meeting of the Charter Township of Oxford Board of Trustees held December 13, 2006 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, Parks and Recreation Director Davis, Planning Commission Representatives Bell, Black, Lepping and Roesner, Deputy Supervisor Burns, C. J. Carnacchio-Oxford Leader, Jim Sharpe-Giffels-Webster and approximately 18 citizens

Supervisor Dunn called the meeting to order at 7:33 p.m.

APPROVAL OF THE AGENDA

Treasurer Ferrari requested addition of the following:

10. b. New Hire

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

Ayes: 7 Nays: 0 Absent: 0

Motion Failed

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

George Black asked that he be reappointed to the Planning Commission stating his experience.

Carly Kimble, Henry Gleisner, Larry Roesner, Tom Lepping and John Pierson asked that Kallie Roesner be reappointment to the Planning Commission stating their reasons for the reappointment.

Helen Barwig questioned the status of the Elkview situation; questioned if the Township Hall still has bottled water and asked that the Township not be involved in the neighborhood dispute/Planning Commission appointment.

Rick Velucci questioned the status of the Elkview situation.

Ron Davis stated that Parks and Recreation has not applied for or received CDBG funds since 2001 despite comments made at a previous meeting.

Jim Yuzwalk read ten (10) letters into the record (appendix to the minutes) in support of Kallie Roesner's reappointment to the Planning Commission.

APPROVAL OF THE MINUTES

REGULAR MEETING HELD NOVEMBER 21, 2006

Clerk Sanderson requested Treasurer Ferrari approve these minutes rather than Supervisor Dunn as Treasurer Ferrari served as Chairperson of the meeting in Supervisor Dunn's absence.

Treasurer Ferrari moved, Trustee Kniffen seconded to approve the Regular Meeting Minutes of November 21, 2006 as amended.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried

APPROVAL OF THE BILLS THROUGH DECEMBER 7, 2006

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

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

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

Trustee Behnke moved, Trustee Fitchena seconded to approve all consultant bills, with noted account changes, through December 7, 2006 as presented and authorize Clerk Sanderson to issue warrants and distribute funds accordingly.

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

FIRST READING:

119 – AN ORDINANCE ADOPTING AND ENACTING A NEW CODE FOR THE CHARTER TOWNSHIP OF OXFORD, MICHIGAN; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN; PROVIDING A PENALTY FOR THE VIOLATION THEREOF; PROVIDING FOR THE MANNER OF AMENDING SUCH CODE; AND PROVIDING WHEN SUCH CODE AND THIS ORDINANCE SHALL BECOME EFFECTIVE

Second reading and possible adoption set for January 10, 2007.

REPORTS

TREASURER’S REPORT THROUGH OCTOBER 2006

The Treasurer’s Report was reviewed and will be on file.

FIRE DEPARTMENT

2006 BUDGET AMENDMENTS

FUND 210 – ADVANCED LIFE SUPPORT FUND

Treasurer Ferrari moved, Trustee Behnke seconded to approve the 2006 Oxford Fire Department Advanced Life Support Budget Amendments with revenues and expenditures balancing at \$792,938.00 and attach the worksheet as an appendix to the minutes.

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

FUND 211 – FIRE AND EMS OPERATING FUND

Treasurer Ferrari moved, Trustee Behnke seconded to approve the 2006 Oxford Fire Department Fire EMS Operating Budget Amendments with revenues and expenditures balancing at \$1,216,764.47 and attach the worksheet as an appendix to the minutes.

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

NEW HIRE

Treasurer Ferrari moved, Trustee Fitchena seconded to offer full time, Firefighter/Medic, employment at the Oxford Fire Department to Steven Giroux starting at \$17.55 plus standard Oxford Fire Department benefits.

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

Nays: Bellairs

Absent: None

Motion Carried

PRESENTATION

DEVELOPING A PLAN TO RE-EVALUATE THE REU FACTORS

A presentation was given by Trustee Behnke and Barbara Walkaus, Planning and Zoning Coordinator. It was explained that this project was completed as part of their Master Citizens Planner program. They were to develop a plan to reevaluate the Township's REU factors for determining water and sewer rates. Currently, the Township uses Oakland County standards. It was noted that these standards no longer seem to cover all of the needs of the community as most material has not been updated in several years and there are additional types of usage that are not listed on the fee schedule. Many communities use the County's schedule but have added some of their own policies, plans and creativity. The project recommends that it would be in the Township's best interest to reevaluate the unit factors to the recorded flows of similar communities and to decide what changes should be made to the current plan. Changes could be accomplished by a combination of modifying the current OCDC unit factors, researching and utilizing pipe size factors, and/or developing a new plan using a "Tier Study Program". There is a master copy of the report at the Township Hall which contains all back-up material for those interested. Trustee Behnke and Ms. Walkaus asked that the Township Board review their findings for future consideration.

Board discussion followed with no action taken.

OLD BUSINESS

TOWNSHIP HALL UPDATE

Treasurer Ferrari moved, Supervisor Dunn seconded to table the elevator maintenance agreement asking that Trustee Kniffen go back to the company requesting they perform necessary services for \$175 per quarter, question the possibility of a yearly contract with a 30 day cancellation notice by either party and try to get a firm price in term of any price adjustments.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried

POLLY ANN TRAILWAYS FUTURE PARTICIPATION

Treasurer Ferrari moved, Trustee Bellairs seconded that the Charter Township of Oxford notify the Polly Ann Trailways Management Council that as of January 1, 2007 we will change our annual allocation to \$1,000.00 and shall remain a member of the Polly Ann Trailways Commission but use the balance of monies in our 2007 budget to allow for maintenance and upkeep of the Oxford Township portion of the Polly Ann Trail by the Oxford Township Parks and Recreation Department.

Ayes: Behnke, Bellairs, Ferrari

Nays: Sanderson, Fitchena, Kniffen, Dunn

Absent: None

Motion Failed

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

Trustee Fitchena moved, Trustee Kniffen seconded to table this issue until complete information regarding grants, budgets and loans is received.

Ayes: 5 Nays: 2 Absent: 0

Motion Carried

Supervisor Dunn stated that remaining items would be addressed out of order.

MAINTENANCE OF TOWNSHIP HALL AND GROUNDS

Treasurer Ferrari moved, Trustee Behnke seconded to have Oxford Township Parks and Recreation maintain the grounds of the Oxford Township Hall, 300 Dunlap Road, on an interim basis, at their current rate, and authorize the Supervisor to go out for bids for future lawn maintenance and snow removal.

Motion was amended by Treasurer Ferrari and Trustee Behnke

Treasurer Ferrari moved, Trustee Behnke seconded to have Oxford Township Parks and Recreation maintain the grounds of the Oxford Township Hall, 300 Dunlap Road, on an interim basis, at their current rate, and authorize the Supervisor to go out for bids for future snow removal.

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

Nays: None

Absent: None

Motion Carried

NORTH OAKLAND TRANSPORTATION AUTHORITY

Trustee Bellairs requested minutes reflect her opposition to voting if Trustee Fitchena refuses to abstain from voting as she feels this is a conflict of interest.

Treasurer Ferrari moved, Trustee Behnke seconded to allocate an additional \$15,556.00 to NOTA for 2006 with that money to come from line item 101-299-861.001.

Ayes: Fitchena, Ferrari, Dunn, Sanderson, Behnke

Nays: Kniffen

Absent: None

Motion Invalid – Trustee Bellairs refused to vote

Following discussion, Trustee Fitchena asked to abstain from voting.

Treasurer Ferrari moved, Trustee Behnke seconded to honor Trustee Fitchena's request to abstain from voting on this issue.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried

Trustee Kniffen moved, Treasurer Ferrari seconded to allocate an additional \$15,556.00 to NOTA for 2006 with that money to come from line item 101-299-861.001.

Ayes: Ferrari, Dunn, Sanderson, Behnke

Nays: Bellairs, Kniffen

Absent: None

Abstain: Fitchena

Motion Carried

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

Trustee Bellairs requested that the minutes reflect she feels Trustee Fitchena's participation is a conflict of interest.

NEW BUSINESS

2006 BUDGET AMENDMENTS

101 – GENERAL FUND

Treasurer Ferrari moved, Trustee Behnke seconded to approve the 2006 amended General Fund Budget (101) with revenues and expenditures balancing at \$1,912,198.00 and attach the spreadsheet as an appendix to the minutes:

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

Nays: None

Absent: None

Motion Carried

204 – ROAD FUND

Treasurer Ferrari moved, Trustee Kniffen seconded to approve the 2006 amended Road Fund Budget (204) with revenues and expenditures balancing at \$55,837.00 and attach the spreadsheet as an appendix to the minutes:

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

Nays: None

Absent: None

Motion Carried

209 – CEMETERY FUND

Treasurer Ferrari moved, Trustee Behnke seconded to approve the 2006 amended Cemetery Fund Budget (209) with revenues and expenditures balancing at \$73,195.00 and attach the spreadsheet as an appendix to the minutes:

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

Nays: None

Absent: None

Motion Carried

205 – POLICE CONTRACTING FUND

Treasurer Ferrari moved, Trustee Kniffen seconded to approve the 2006 amended Police Contracting Fund Budget (205) with revenues and expenditures balancing at \$1,986,173.00 and attach the spreadsheet as an appendix to the minutes:

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

Nays: None

Absent: None

Motion Carried

295 – BUILDING PERMIT FUND

Treasurer Ferrari moved, Trustee Behnke seconded to approve the 2006 amended Building Permit Fund Budget (295) with revenues and expenditures balancing at \$320,825.00 and attach the spreadsheet as an appendix to the minutes:

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

Nays: None

Absent: None

Motion Carried

297 – SAFETY PATH FUND

Treasurer Ferrari moved, Trustee Behnke seconded to approve the 2006 amended Safety Path Fund Budget (297) with revenues and expenditures balancing at \$78,328.00 and attach the spreadsheet as an appendix to the minutes:

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

Nays: None

Absent: None

Motion Carried

471 – BUILDING SITE FUND

Treasurer Ferrari moved, Trustee Behnke seconded to approve the 2006 amended Building Site Fund Budget (471) with revenues and expenditures balancing at \$1,935,910.00 and attach the spreadsheet as an appendix to the minutes:

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

Nays: None

Absent: None

Motion Carried

PLANNING COMMISSION APPOINTMENT

Treasurer Ferrari moved, Trustee Bellairs seconded to honor Supervisor Dunn's recommendation to reappoint Thomas Berger to the Planning Commission for a three-year term commencing January 1, 2007 and expiring December 31, 2009.

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

Nays: None

Absent: None

Motion Carried

Supervisor Dunn moved, Trustee Kniffen seconded to reappoint Kallie Roesner to the Planning Commission for a three-year term commencing January 1, 2007 and expiring December 31, 2009.

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

Nays: None

Absent: None

Motion Carried

Supervisor Dunn moved, Treasurer Ferrari seconded to reappoint George Black to the Planning Commission for a three-year term commencing January 1, 2007 and expiring December 31, 2009.

Ayes: Ferrari, Dunn, Sanderson, Behnke, Fitchena

Nays: Bellairs, Kniffen

Absent: None

Motion Carried

ZONING BOARD OF APPEALS APPOINTMENT

Treasurer Ferrari moved, Trustee Fitchena seconded to honor Supervisor Dunn's recommendation to reappoint James Butler and Tammy O'Connor to the Zoning Board of Appeals for a three-year term commencing January 1, 2007 and expiring December 31, 2009.

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

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

Nays: None
Absent: None
Motion Carried

BOARD OF REVIEW APPOINTMENTS

Treasurer Ferrari moved, Trustee Bellairs seconded to honor Supervisor Dunn's recommendation to reappoint Robert Shuler, Karen Fitch and Jan Drogosch to the Board of Review for a three-year term commencing January 1, 2007 and expiring December 31, 2009.

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

ZONING BOARD OF APPEALS APPOINTMENT

Supervisor Dunn moved, Trustee Fitchena seconded to appoint Melvin (Buck) Cryderman to the Zoning Board of Appeals for a three-year term commencing January 1, 2007 and expiring December 31, 2009.

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

**RESOLUTION FOR GRAVEL ROAD SPEEDS IN OAKLAND COUNTY TO SUPPORT
HB 248**

Trustee Kniffen moved, Trustee Behnke seconded authorize the Supervisor to sign the Resolution for Gravel Road Speeds in Oakland County to Support HB248 as presented and forward to Governor Granholm.

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

PROPOSAL FOR STORM WATER PERMITTING SERVICES

Treasurer Ferrari moved, Trustee Kniffen seconded to authorize the Proposal for Storm Water Permitting Services with Giffels-Webster as presented on their November 29, 2006 memo and authorize Supervisor Dunn to sign on behalf of the Township.

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

**ADOPTION OF 2007 MEETING SCHEDULES
TOWNSHIP BOARD**

Trustee Kniffen moved, Treasurer Ferrari seconded to adopt the Board of Trustees Proposed 2007 Meeting Schedule as presented.

Ayes: 7 Nays: 0 Absent: 0
Motion Carried

PLANNING COMMISSION

Trustee Kniffen moved, Trustee Fitchena seconded to adopt the Planning Commission Proposed 2007 Meeting Schedule as presented.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried

ZONING BOARD OF APPEALS

Trustee Kniffen moved, Trustee Bellairs seconded to adopt the Zoning Board of Appeals Proposed 2007 Meeting Schedule as presented.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried

POLICY – OXFORD TOWNSHIP CREDIT CARDS

Treasurer Ferrari moved, Clerk Sanderson seconded that the Charter Township of Oxford Board of Trustees directs Treasurer Joseph G. Ferrari to cancel all Oxford Township general administrative credit cards (excluding other governmental units, such as Parks and Recreation and the Oxford Fire Department), except one central Township credit card. This credit card is to be placed in the Oxford Township safe at all times and is to be used strictly by the Township Treasurer and only for issues that require mandatory credit card information, such as conference hotel room reservations. This decision will return Oxford Township to the policy of individuals paying for Township related expenditures and then getting reimbursed at the Oxford Township Board's discretion.

Motion was amended by Treasurer Ferrari and Clerk Sanderson

Treasurer Ferrari moved, Clerk Sanderson seconded that the Charter Township of Oxford Board of Trustees directs Treasurer Joseph G. Ferrari to cancel all Oxford Township general administrative credit cards (excluding other governmental units, such as Parks and Recreation and the Oxford Fire Department), except one central Township credit card. This credit card is to be placed in the Oxford Township safe at all times and is to be used strictly by the Township Treasurer and Clerk, and only for issues that require mandatory credit card information, such as conference hotel room reservations. This decision will return Oxford Township to the policy of individuals paying for Township related expenditures and then getting reimbursed at the Oxford Township Board's discretion.

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

Nays: Dunn

Absent: None

Motion Carried

POLICY – ATTENDANCE AT MTA ANNUAL CONFERENCE

Treasurer Ferrari moved, Clerk Sanderson seconded that the Charter Township of Oxford Board of Trustees enacts the policy of allowing and paying for only the seven (7) Township elected officials to attend the Michigan Townships Association (MTA) Annual Conference at their individual discretion.

Ayes: Sanderson, Behnke, Fitchena, Ferrari

Nays: Dunn, Bellairs, Kniffen

Absent: None

Motion Carried

INTEREST RATE FOR BROOKFIELD SEWER CUSTOMERS

Discussion only – no action taken.

ORDINANCE NO. 67 DISCUSSION RE; NON-CONFORMING CONNECTED LOTS

Tabled until January 10, 2007 meeting.

DISCUSSION AND POSSIBLE ACTION ON WATER RATE STUDY

Discussion only – no action taken.

BOARD OF TRUSTEES COMMITTEE APPOINTMENTS

Treasurer Ferrari moved, Trustee Fitchena seconded to appoint Trustee Charles Kniffen to the Polly Ann Trail Commission with appointment beginning January 1, 2007 expiring December 31, 2008.

Ayes: 6 Nays: 1 Absent: 0
Motion Carried

Treasurer Ferrari moved, Trustee Bellairs seconded to appoint Trustee Fitchena to the Safety Path Committee with appointment beginning January 1, 2007 expiring December 31, 2008.

Ayes: 7 Nays: 0 Absent: 0
Motion Carried

APPROVAL OF FIRST READING FOR DWSD ORDINANCE

Trustee Kniffen moved, Trustee Behnke seconded to authorize Clerk Sanderson to put in format for First Reading of ordinance amendment.

Ayes: 7 Nays: 0 Absent: 0
Motion Carried

APPROVAL OF MAINTENANCE AGREEMENT WITH MUNIMETRIX SYSTEMS

Treasurer Ferrari moved, Clerk Sanderson seconded to approve the Munimetrix Systems Corp. invoice no. 0701016 dated January 1, 2007 for ImageFlow Lite-Software Support in the amount of \$480.00 as presented.

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

SET OPEN HOUSE DATE FOR NEW TOWNSHIP HALL

Supervisor Dunn moved, Trustee Behnke seconded to hold an Open House for the new Township Hall on February 17, 2007.

Ayes: 7 Nays: 0 Absent: 0
Motion Carried

SET DATE FOR PERSONNEL POLICY WORKSHOP

January 3, 2007; 7:00 p.m.

OLD BUSINESS

PROPOSED SAFETY PATH MILLAGE FOR OXFORD TOWNSHIP

Treasurer Ferrari moved, Trustee Behnke seconded to ask Trustee Fitchena, Planning Commissioner Kucemba and Zoning Board of Appeals Chairperson O'Connor to review

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

different options available; possibly special assessment districts for safety paths, the millage they had proposed over the entire Township or a safety path bond and operation millage similar to that which was considered in 2004, and return to the Board with a recommendation.

Ayes: 7 Nays: 0 Absent: 0

Motion Carried

PROFESSIONAL SERVICES GUIDELINES

Trustee Bellairs moved, Treasurer Ferrari seconded to establish a central filing system to be set up by the Township Clerk, which will have all attorney, engineering, planning, etc. opinions, comments and the like, so that we do not have to pay professional service companies continually to look up past opinions, reviews and comments.

Ayes: 6 Nays: 1 Absent: 0

Motion Carried

ADJOURNMENT

Clerk Sanderson moved, Trustee Bellairs seconded to adjourn the meeting at 11:00 p.m.

Ayes: 6 Nays: 1 Absent: 0

Motion Carried

William Dunn, Supervisor

Clara J. Sanderson, CMC, Clerk

Date Approved January 10, 2007
/lte