

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,
WEDNESDAY, JUNE 13, 2007

A Regular Meeting of the Charter Township of Oxford Board of Trustees held June 13, 2007 at the Oxford Veterans Memorial Civic Center.

Members Present: Behnke, Bellairs (*arrived 8:07 p.m.*), Dunn, Ferrari, Fitchena, Kniffen, Sanderson

Members Absent: None

Also Present: Recording Secretary Exel, Fire Chief LeRoy, Parks & Recreation Director Davis, Deputy Supervisor Burns, Planning Commission Chairperson Silvester, Village Council Representatives DelVigna and Stiles, C. J. Carnacchio-Oxford Leader, Shannon Filarecki-Rowe, Inc., Jim Sharpe-Giffels-Webster and approximately ten citizens

Supervisor Dunn called the meeting to order at 7:32 p.m.

APPROVAL OF THE AGENDA

Trustee Kniffen moved, Trustee Behnke seconded to approve the agenda with the following addition:

7. c. Personnel Issue

Ayes: 6 Nays: 0 Absent: 1

Motion Carried

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Larry Roesner questioned the Township's procedure regarding ordinance enforcement stating that he has been involved in a complaint which feels has no substance and stated the need to have a policy in place in order to alleviate false accusations.

APPROVAL OF CONSENT AGENDA

Trustee Kniffen moved, Trustee Behnke to approve the Consent Agenda, with the exception of Consultant and Regular Bills, as presented.

Ayes: 6 Nays: 0 Absent: 1

Motion Carried

FIRE DEPARTMENT

MAINTENANCE AGREEMENT FOR LIFEPAK UNITS

Treasurer Ferrari moved, Trustee Kniffen seconded to adopt the Maintenance Agreement for the Lifepak units as presented and authorize Supervisor Dunn to sign on behalf of the Township.

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

Nays: None

Absent: Bellairs

Motion Carried

ADOPTION OF THE OAKLAND COUNTY HAZARD MITIGATION PLAN

Treasurer Ferrari moved, Trustee Fitchena seconded to adopt the Oakland County Hazard Mitigation Plan sample resolution as presented inserting Oxford Township in the requested community name, inserting Fire Chief LeRoy in the requested position name, and adding sections that we need to address:

Install additional tornado sirens Recommendation 2 Section 6.3.1.42 Page 214

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Fire Chief LeRoy's name is also to be inserted as the name of position to give priority attention to action items as recommended.

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

PERSONNEL ISSUE

Treasurer Ferrari moved, Trustee Kniffen seconded to accept the resignation of Firefighter Matthew Shar and offer that position to Aaron Culloty at the beginning wage and rate structure in place for the Oxford Fire Department.

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

OLD BUSINESS

SENIOR PROGRAM AT VETS' HALL – PARKS AND RECREATION

Trustee Kniffen moved to turn the senior program at the Vets' Hall over to Parks and Recreation to run.

Motion Failed – No Support

Trustee Kniffen moved, Clerk Sanderson seconded to allow the Parks and Recreation Department the opportunity to program the lower level of the Vets' Hall for our seniors and all other civic organization clubs including additional recreation programs at their leisure for a fee of \$150.00 per month.

Motion was amended by Trustee Kniffen and Clerk Sanderson

Trustee Bellairs arrived at 8:07 p.m.

Trustee Kniffen moved, Clerk Sanderson seconded to allow the Parks and Recreation Department the opportunity to program the lower level of the Vets' Hall for our seniors and all other civic organization clubs including additional recreation programs at their leisure for a fee of \$150.00 per month; contingent upon discussion with Mike Pucher, Oakland County, regarding CDBG funding.

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

SECOND AMENDED CONSENT JUDGMENT BETWEEN THE TOWNSHIP AND TRIDENT-CREST RE: TULLAMORE SUBDIVISION

Supervisor Dunn moved, Clerk Sanderson seconded to have Supervisor Dunn sign the Second Amended Consent Judgment as presented with Trident-Crest III L.L.C.

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

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CHANGING TOWNSHIP HOURS OF BUSINESS

Clerk Sanderson moved, Trustee Bellairs seconded to reduce Township business hours to 35 hours per week; changing from 8 a.m. – 5 p.m. to 9 a.m. – 5 p.m.

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

Motion Failed

Treasurer Ferrari requested the minutes reflect that he has requested budget amendments in an effort to address financial issues.

FEE SCHEDULE

Treasurer Ferrari moved, Clerk Sanderson seconded to approve the Charter Township of Oxford Fee Schedule; Ordinances, Plans, Maps and Copies dated 6/11/07.

Motion was amended by Treasurer Ferrari and Clerk Sanderson

Treasurer Ferrari moved, Clerk Sanderson seconded to approve the Charter Township of Oxford Fee Schedule; Ordinances, Plans, Maps and Copies dated 6/11/07; adding Design Standards at \$10.00 for CD, Water Master Plan at \$10.00 for CD and Sewer Master Plan at \$10.00 for CD.

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

Motion Carried

CONSIDERATION OF BID FOR OXFORD TOWNSHIP PROPERTY AT 18 W. BURDICK STREET

Supervisor Dunn moved, Trustee Kniffen seconded to counteroffer at \$262,500.00.

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

Motion Carried

NO-HAZ RECAP

Treasurer Ferrari moved, Trustee Kniffen seconded to authorize the NO HAZ bill in the amount of \$2,999.65 as presented.

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

Motion Carried

NEW BUSINESS

REQUEST FROM MR. STEINER TO ADDRESS TOWNSHIP BOARD RE: NOXIOUS WEEDS ORDINANCE

Treasurer Ferrari moved, Trustee Fitchena seconded to revisit the noxious weed ordinance for Oxford Township.

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

Motion Carried

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Treasurer Ferrari moved, Trustee Fitchena seconded to have a First Reading of the noxious weed ordinance that the Township Board considered in July of 2003.

Motion was amended by Treasurer Ferrari and Trustee Fitchena

Treasurer Ferrari moved, Trustee Fitchena seconded to turn this issue over to the Planning Commission, Ordinance Review Subcommittee.

Ayes: 2 Nays: 5 Absent: 0

Motion Failed

WATER AND SEWER COMMITTEE

TAP-IN FEES ON M-24

Treasurer Ferrari moved to direct Supervisor Dunn to write letters to Complete Auto, Burger King, Red Carpet Keim and Hubbard Springs outlining the following; the Township is willing to share in one-half of the allocated individual cost for each property owner to connect to the water system including waiving of the tap-in fee; the Township would also like dedication of an easement for future municipal services and would like a dedicated ten-foot easement for possible future safety path where applicable.

Motion Failed – No Support

Supervisor Dunn moved, Treasurer Ferrari seconded to not assess any charges for hook-ups and money received from the Village on purchasing back meters be put back into the Water Fund for Complete Auto, Burger King, Red Carpet Keim and Hubbard Springs.

Ayes: Fitchena, Dunn, Behnke

Nays: Bellairs, Kniffen, Ferrari, Sanderson

Absent: None

Motion Failed

Treasurer Ferrari moved, Clerk Sanderson seconded to direct Supervisor Dunn to write letters to Complete Auto, Burger King, Red Carpet Keim and Hubbard Springs letting them know that the Township will share one-half of their individual allocated cost allotment to connect to the water system and the Township will waive their water tap-in fee. In exchange for this, the Township would request a dedication of a twenty-foot easement for future municipal services where applicable.

Ayes: Ferrari, Sanderson

Nays: Bellairs, Kniffen, Dunn, Behnke, Fitchena

Absent: None

Motion Failed

Trustee Kniffen moved, Trustee Behnke seconded to charge Complete Auto, Burger King, Red Carpet Keim and Hubbard Springs allocated costs from Oakland County and forgive tap-in fees.

Ayes: Bellairs, Kniffen

Nays: Sanderson, Behnke, Fitchena, Ferrari, Dunn

Absent: None

Motion Failed

Trustee Kniffen moved, Trustee Behnke seconded to absorb tap-in fees for Complete Auto, Burger King, Red Carpet Keim and Hubbard Springs.

Ayes: Kniffen, Behnke, Fitchena

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Nays: Bellairs, Ferrari, Dunn, Sanderson
Absent: None
Motion Failed

LETTER REQUEST FROM CROSSROADS FOR YOUTH

Treasurer Ferrari moved, Trustee Fitchena seconded to direct Supervisor Dunn to write a letter to MDEQ on behalf of Crossroads for Youth stating that at some point the Township or other applicable party will possibly put a water line in, at which time, will allow Crossroads for Youth to hook-up.

Ayes: 6 Nays: 1 Absent: 0
Motion Carried

REQUEST OF WAIVER TO DELAY TAP FEES FOR 788 TANVIEW

Treasurer Ferrari moved, Trustee Kniffen seconded to allow Mr. Edward Novak, 788 Tanview Drive, be allowed to pay his tap-in fee over a five (5) year period at 1% over prime and the amount be prorated yearly. If the amount is not paid by September 30th of each year, it is to be transferred to the tax roll.

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

WILLOW LAKE PRV STATUS

Supervisor Dunn moved, Trustee Fitchena seconded to direct the Township Engineer to place the PRV at State Street and Willow Lake Drive.

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

AWARDING OF JANITORIAL BID FOR TOWNSHIP HALL

Treasurer Ferrari moved, Trustee Behnke seconded to employ Sterling Cleaning on a temporary 90 day basis beginning July 1, 2007 at a cost of \$295.00 per month and reevaluate their job performance September 26, 2007.

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

Treasurer Ferrari moved, Clerk Sanderson seconded to allocate to Dorothy Root an extra \$200.00 per month from October 2006 thru July 2007 for additional work done at 300 Dunlap Road.

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

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OLHSA CONTRACTS

Treasurer Ferrari moved, Trustee Fitchena seconded that the Oxford Township Board of Trustees approves the proposals and contracts for OLHSA for 2006 CDBG funds in an amount of \$4,000.00 for Safety/Repair Services, \$3,500.00 for Housekeeping Services and \$3,292.00 for Yard Services and authorizes 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, Bellairs

Nays: None

Absent: None

Motion Carried

APPROVAL OF SERVER TUNE-UP FROM TECH RESOURCES

Treasurer Ferrari moved, Clerk Sanderson seconded to contract with Tech Resources for a server tune-up in the amount of \$299.00.

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

Nays: Kniffen

Absent: None

Motion Carried

ITEMS REMOVED FROM CONSENT AGENDA FOR ACTION OR DISCUSSION

APPROVAL OF REGULAR BILLS THROUGH JUNE 7, 2007

Treasurer Ferrari moved, Trustee Bellairs seconded to approve all Regular Bills through June 7, 2007, changing Sherman Publications; 270793A; Safety Path Legal Notices to General Fund, as presented and authorize Clerk Sanderson to issue warrants and distribute funds accordingly.

Ayes: Fitchena, Bellairs, Ferrari, Dunn, Sanderson

Nays: Behnke, Kniffen

Absent: None

Motion Carried

APPROVAL OF CONSULTANT BILLS THROUGH JUNE 7, 2007

Treasurer Ferrari moved, Trustee Kniffen seconded to approve all Consultant Bills through June 7, 2007, with exception of Rowe Engineering Invoice 56302 \$566.50, Invoice 56427 \$798.50, and Invoice 56298 \$397.00, and Secrest, Wardle, Lynch, Hampton, Truex & Morely, PC Invoice 11602002 \$3,920.82, as presented and authorize Clerk Sanderson to issue warrants and distribute funds accordingly.

Ayes: Ferrari, Bellairs, Kniffen

Nays: Dunn, Sanderson, Behnke, Fitchena

Absent: None

Motion Failed

Clerk Sanderson moved, Trustee Bellairs seconded at 11:00 p.m. to extend the meeting an additional five (5) minutes.

Ayes: 5 Nays: 2 Absent: 0

Motion Carried

Trustee Behnke moved, Clerk Sanderson seconded to approve all Consultant Bills through June 7, 2007, with exception of Rowe Engineering Invoice 56302 \$566.50, Invoice 56427 \$798.50,

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and Invoice 56298 \$397.00, as presented and authorize Clerk Sanderson to issue warrants and distribute funds accordingly.

Motion was amended by Trustee Behnke and Clerk Sanderson

Trustee Behnke moved, Clerk Sanderson seconded to approve all Consultant Bills through June 7, 2007, with exception of Rowe Engineering Invoice 56302 \$566.50, Invoice 56427 \$798.50 and Invoice 56298 \$397.00, as presented and authorize Clerk Sanderson to issue warrants and distribute funds accordingly; additionally an appropriate letter to Rowe stating the Township's feeling that transfer of documents is not a billable expense.

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

Motion Failed

Trustee Kniffen moved, Clerk Sanderson seconded at 11:05 p.m. to extend the meeting an additional five (5) minutes.

Ayes: 5 Nays: 2 Absent: 0

Motion Carried

Supervisor Dunn moved, Trustee Fitchena seconded to approve all Consultant Bills through June 7, 2007 as presented and authorize Clerk Sanderson to issue warrants and distribute funds accordingly.

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

Motion Failed

Treasurer Ferrari moved, Trustee Bellairs seconded to approve the Adkison, Need & Allen, P.L.L.C. and Carlisle/Wortman Associates Consultant Bills through June 7, 2007 as presented and authorize Clerk Sanderson to issue warrants and distribute funds accordingly.

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

Motion Carried

Trustee Kniffen moved, Trustee Bellairs seconded to approve the Secrest, Wardle, Lynch, Hampton, Truex & Morely, PC Consultant Bill through June 7, 2007 as presented and authorize Clerk Sanderson to issue warrants and distribute funds accordingly.

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

Motion Carried

Treasurer Ferrari moved, Trustee Kniffen seconded to approve all Rowe Engineering Consultant Bills through June 7, 2007, with exception of Invoice 56302 \$566.50, Invoice 56427 \$798.50 and Invoice 56298 \$397.00, as presented and authorize Clerk Sanderson to issue warrants and distribute funds accordingly.

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

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Absent: None
Motion Carried

Treasurer Ferrari moved, Trustee Behnke seconded to direct Clerk Sanderson to write a letter to Rowe Engineering advising that the Township feels the electronic transfer of files from Rowe Engineering to Giffels-Webster is not a billable expense.

Ayes: 4 Nays: 3 Absent: 0
Motion Carried

ADJOURNMENT

Treasurer Ferrari moved, Trustee Kniffen seconded to adjourn the meeting at 11:12 p.m.

Ayes: 7 Nays: 0 Absent: 0
Motion Carried

William Dunn, Supervisor

Clara J. Sanderson, CMC, Clerk

Date Approved June 27, 2007

/lte