

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING, WEDNESDAY, SEPTEMBER 12, 2007

A Regular Meeting of the Charter Township of Oxford Board of Trustees held September 12, 2007 at the Oxford Veterans Memorial Civic Center.

Members Present: Dunn, Ferrari, Fitchena, Kniffen

Members Absent: Behnke, Bellairs, Sanderson

Also Present: Recording Secretary Harrison, Fire Chief LeRoy, Assistant Fire Chief Scholz, Administrative Assistant Payne, Jim Sharpe-Giffels-Webster, Deputy Supervisor Burns, C.J. Carnacchio-Oxford Leader, CATV cameraman, and approximately 9 citizens.

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

APPROVAL OF THE AGENDA

Treasurer Ferrari requested to move item 8(d) to 8(e) and make 8(d) Market Street Booster Station and Willow Lake PRV.

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

Ayes: 3 Nays: 1 (Kniffen) Absent: 3

Motion Carried

Trustee Kniffen moved, Trustee Fitchena seconded, to appoint Treasurer Ferrari as acting Clerk for tonight's meeting.

Ayes: 4 Nays: 0 Absent: 3

Motion Carried

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Helen Smith requested the Township set up a pick-up with the County for resident pool water samples for testing. Currently she drops hers off at the Lake Orion Water Department for pickup; a County representative told her they would pick-up at the Oxford Township offices if requested, at no charge. The only requirement is the small water bottle samples need to be refrigerated until pick-up. *Board Members agreed this is a good idea and will arrange.*

Helen Barwig asked about the new water tower and about potential water billing credits. *She was directed to discuss these during item 9(f) Recommendations from the Water and Sewer Committee.* She also inquired about the Township receiving \$100,000 from Lake Villa Mobile Home park as mentioned by Mr. Greg Christopher of Christopher Investments at the last meeting. *Treasurer Ferrari responded if that is in reference to the Bond debt, it was in escrow and has been credited back through usage.* Supervisor Dunn asked this be further discussed under item 8(a) REU Allocation Study. She concluded by agreeing Mr. Christopher did the Township a favor by putting in sewers, but it was also a benefit to him so that he could extend the mobile home park.

APPROVAL OF CONSENT AGENDA

Trustee Kniffen moved to remove the consultant bills from Consent Agenda and added to item 10. Motion Withdrawn – No Support

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Treasurer Ferrari moved, Trustee Kniffen seconded, to approve the Consent Agenda with the removal of the consultant bills to item 10.

Ayes: Kniffen, Dunn, Ferrari, Fitchena

Nays: None

Absent: Behnke, Bellairs, Sanderson

Motion Carried

FIRE DEPARTMENT

DRAINAGE AT FIRE STATION #2

Fire Chief LeRoy was in attendance and presented his request per memo dated 8/16/07.

Treasurer Ferrari moved, Trustee Fitchena seconded, to honor Fire Chief LeRoy's request and allocate \$7,700.00, including site restoration, from prior years Oxford Township Fire Department Fund Balance to cover the drainage improvements at Station #2; and that the bid be awarded to Pass Contracting as they propose to add more catch basins than the other firms.

Ayes: Ferrari, Fitchena, Dunn, Kniffen

Nays: None

Absent: Behnke, Bellairs, Sanderson

Motion Carried

2008 FIRE DEPARTMENT WAGE RECOMMENDATION

Fire Chief LeRoy was available for questions and submitted a new job description for the clerical position.

Treasurer Ferrari moved, Trustee Fitchena seconded, to adopt the 2008 Wage Recommendation for the Oxford Fire Department as presented; with the new job description for the clerical person attached.

Ayes: Fitchena, Ferrari, Dunn, Kniffen

Nays: None

Absent: Behnke, Bellairs, Sanderson

Motion Carried

OLD BUSINESS

REU ALLOCATION STUDY – GROUP HOMES/LANDSCAPE NURSERIES – ENGINEER SHARPE

Township Engineer, Jim Sharpe from Giffels-Webster, was in attendance and presented their recommendations stating they are justifiable and defensible.

Treasurer Ferrari moved, Trustee Kniffen seconded, to establish a unit assignment of .30 REU per bed to be maintained for Group Home use type and a unit assignment of 1.0 REU be initially adopted for Landscape/Nurseries and modified on actual metered water consumption.

Ayes: Kniffen, Dunn, Ferrari, Fitchena

Nays: None

Absent: Behnke, Bellairs, Sanderson

Motion Carried

PROPOSAL FOR POTENTIAL DISCOUNTS FOR WHOLESALE WATER USERS – ENGINEER SHARPE

Mr. Dan Myrick, Christopher Investments, was present and read for the public his memo to the Board regarding their understanding of this study, and if that is correct, they are willing to pay for it.

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Trustee Ferrari moved, Trustee Kniffen seconded, to authorize Supervisor William Dunn to sign the contract with Giffels-Webster for the potential discounts for wholesale water users in the amount of \$7,000.00; and to have this work begin once Christopher Investments deposits \$7,000.00 in a Trust and Agency account for this work.

Ayes: Ferrari, Dunn, Fitchena, Kniffen

Nays: None

Absent: Behnke, Bellairs, Sanderson

Motion Carried

M-24 WATER CAPITAL/LATERAL SETTLEMENT – TREASURER FERRARI

Treasurer Ferrari clarified the total cost of \$22,125.00 includes the new meters.

Treasurer Ferrari moved, Trustee Fitchena seconded, to honor the Village of Oxford's request to pay the Oxford Township Water Fund \$9,500.00 to resolve the M-24 water issue with the four (4) businesses; further, agree to resolve them of any future responsibility on this matter; the Township also agrees to contribute \$9,500.00 from its Water Fund for this matter; and agrees to bill the four (4) users based on their meter size, the balance of \$3,125.00 prorated amongst them to resolve this issue.

Ayes: Dunn, Ferrari, Fitchena

Nays: Kniffen

Absent: Behnke, Bellairs, Sanderson

Motion Carried

MARKET STREET BOOSTER STATION AND WILLOW LAKE PRV

Trustee Ferrari moved, Trustee Fitchena seconded, to proceed with the East Market Street Booster Station and Willow Lake PRV and to contribute up to \$330,000.00 from the Water Fund to this project; further, to inform Oakland County Drain Commission to go ahead with these improvements.

Ayes: Ferrari, Dunn, Fitchena

Nays: Kniffen

Absent: Behnke, Bellairs, Sanderson

Motion Carried

2007 BUDGET AMENDMENTS – SUPERVISOR DUNN

Deputy Supervisor, Deanna Burns, was present to answer questions.

General (101) Fund

Treasurer Ferrari moved, Supervisor Dunn seconded, to approve the 2007 amended General Fund (101) budget with revenues and expenditures balancing at \$1,920,579.00 and attach the spreadsheet as an appendix to the minutes.

Ayes: Ferrari, Dunn

Nays: Fitchena, Kniffen

Absent: Behnke, Bellairs, Sanderson

Motion Failed

Postponed until the next meeting for a full Board.

Fire (206) Fund

Treasurer Ferrari moved, Trustee Kniffen seconded, to approve the 2007 amended Fire Fund budget (206) with revenues and expenditures balancing at \$89,346.00 and attach the spreadsheet as an appendix to the minutes.

Ayes: Kniffen, Dunn, Ferrari, Fitchena

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Nays: None
Absent: Behnke, Bellairs, Sanderson
Motion Carried

Building Permit (295) Fund

Postponed until the next meeting for a full Board.

Building Site (471) Fund

Treasurer Ferrari moved, Trustee Fitchena seconded, to adopt the 2007 Building Site Fund (471) budget with the following corrections: 821.006 becomes \$1,800.00; 890.000 becomes \$121,300.00; and 975.000 becomes \$30,000.00; with revenues and expenditures balancing at \$157,787.00 and attach the revised spreadsheet as an appendix to the minutes.

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

Treasurer Ferrari moved, Trustee Kniffen seconded, to postpone the 2007 General Fund budget amendments and the 2007 Building Permit Fund budget amendments until the September 26, 2007 meeting; further, Trustee questions on these two budgets be submitted to Supervisor Dunn for consideration.

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

NEW BUSINESS

ACCEPT RESIGNATION OF RECORDING SECRETARY/QVF CLERK – TREASURER FERRARI

Trustee Kniffen moved, Trustee Fitchena seconded, to accept the resignation of Lori Exel with regret.

Ayes: 4 Nays: 0 Absent: 3
Motion Carried

OESA/OPFEC FORMER POLICE MONIES – TREASURER FERRARI

Treasurer Ferrari moved, Trustee Fitchena seconded, with Village Council consent, to agree to disperse any OESA/OPFEC former police monies in the OPFEC account at a ratio of 77.17% dispersed back to the Township; 22.83% dispersed back to the Village; with the Township's portion going back into the old Police Fund for retiree medical.

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

REQUEST TO ATTEND MICHIGAN PLANNING CONFERENCE

Trustee Fitchena moved, Trustee Kniffen seconded, to deny the attendance of Planning Commission Members to this specific Michigan Planning Conference.

Ayes: 3 Nays: 1 (Ferrari) Absent: 3
Motion Carried

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SNOW PLOWING FOR SAFETY PATHS – TREASURER FERRARI

Treasurer Ferrari moved, Trustee Kniffen seconded, to award the safety path winter maintenance bid for the 2007-2008 season to Northern Pines Lawn & Landscape at \$400.00 per push.

Ayes: Ferrari, Dunn, Kniffen, Fitchena

Nays: None

Absent: Behnke, Bellairs, Sanderson

Motion Carried

ADOPTION OF THE 2008 STEP SYSTEM – SUPERVISOR DUNN

Treasurer Ferrari moved, Trustee Kniffen seconded, to adopt the 2007 Step System as the 2008 Step System.

Ayes: 4 Nays: 0 Absent: 3

Motion Carried

RECOMMENDATIONS FROM THE WATER AND SEWER COMMITTEE

Treasurer Ferrari moved, Trustee Fitchena seconded, to request Oakland County Drain Commissioner to proceed with bids for the Red Barn water tower; to clean, repair, and any refurbishing that might be needed.

Ayes: Ferrari, Dunn, Kniffen, Fitchena

Nays: None

Absent: Behnke, Bellairs, Sanderson

Motion Carried

NO-HAZ-TRUSTEE KNIFFEN

Trustee Kniffen reported when the program was set-up, the estimate of cars was 425; there was actually over 800 vehicles.

No Action Taken

DISCUSSION REGARDING CABLE FRANCHISE FEES – TRUSTEE KNIFFEN

Tabled until a future meeting; after information from the Village, Addison, and Leonard is received.

ITEMS REMOVED FROM CONSENT AGENDA FOR ACTION OR DISCUSSION

CONSULTANT BILLS

Treasurer Ferrari moved, Trustee Fitchena seconded, to approve the consultant bills changing Rentrop and Morrison PC, sewer legal fees pertaining to Ordinance amendments, in the amounts of \$105,750.00 and \$37.50; from the Sewer Fund to the General Fund.

Ayes: Kniffen, Dunn, Fitchena

Nays: Ferrari

Absent: Behnke, Bellairs, Sanderson

Motion Carried

BOARD OF TRUSTEES COMMENTS

Trustee Fitchena spoke to Trustee Behnke after her surgery, she is in pain but coming along fine.

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ADJOURNMENT

Treasurer Ferrari moved, Trustee Kniffen seconded, to adjourn at 9:00 pm.

Ayes: 4 Nays: 0 Absent: 3

Motion Carried

William Dunn, Supervisor

Joseph Ferrari, Treasurer

Date Approved September 26, 2007

/lmh