

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING, WEDNESDAY, NOVEMBER 14, 2007

A Regular Meeting of the Charter Township of Oxford Board of Trustees held November 14, 2007 at the Oxford Veterans Memorial Civic Center.

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

Members Absent: Dunn, Ferrari

Also Present: Recording Secretary Harrison, Jim Sharpe-Giffels-Webster, Parks & Recreation Director Davis, Planning Commission Representative Silvester, Fire Chief LeRoy, Assistant Fire Chief Scholz, Administrative Assistant Payne, CATV cameraman, and approximately seven citizens.

Trustee Kniffen called the meeting to order at 7:32 pm.

Trustee Fitchena moved, Trustee Behnke seconded, to appoint Trustee Kniffen as acting Chairperson for tonight's Board of Trustees regular meeting.

Ayes: 4      Nays: 1      Absent: 2      Motion Carried

APPROVAL OF THE AGENDA

Trustee Behnke requested to table the following item until the November 28, 2007 regular Board of Trustees meeting:

11.h. Ordinance Violation Enforcement

Clerk Sanderson requested to add the following:

10.c. Greco Title Company Invoice For Mt. Pleasant Cemetery Ownership Transfer

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

Ayes: 5      Nays: 0      Absent: 2      Motion Carried

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Helen Barwig had concerns regarding NOTA, she requested elected officials look into its operation. She provided the Board with a packet of information regarding her concerns.

Harvey Westley presented the Board with written concerns and suggestions regarding dwindling lake levels and the ecological impact to the Stringy Lakes system he believes is due to the central Township water system. He stated those concerns.

Buck Cryderman commented on the new water tower, that it is not filled yet; he suggested it not be filled until it is needed and that the engineer run a water model to determine what the Township's current needs are.

Ron Davis, Parks and Recreation Director, wanted to publicly acknowledge businesses and individuals that donated services and/or materials for the new restrooms at Kids Kingdom. He commented some of these businesses had issues with the Township in the past, yet still wanted to contribute to the community. He also stated that Mr. Berger waived his inspection fees. He gave the Board copies of meeting minutes from 2006 where it was approved to waive fees regarding this project and he will be making a reimbursement submittal.

Helen Barwig wanted the Board to know that Mr. Westley has been concerned with Township issues in the past especially with the water system and his concerns should be passed on to the Township engineer.

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APPROVAL OF CONSENT AGENDA

Trustee Bellairs moved, Trustee Behnke seconded, to approve the Consent Agenda, with the removal of the regular bills.

Ayes: Fitchena, Bellairs, Kniffen, Sanderson, Behnke

Nays: None

Absent: Dunn, Ferrari

Motion Carried

FIRST READING

**106A – AN ORDINANCE ESTABLISHING ENGINEERING AND DESIGN STANDARDS AND DETAIL SHEETS FOR CERTAIN INFRASTRUCTURE IMPROVEMENTS IN THE CHARTER TOWNSHIP OF OXFORD INCLUDING BUT NOT LIMITED TO INSURANCE AND MAINTENANCE REQUIREMENTS, ENGINEERING REQUIREMENTS, PLAN REQUIREMENTS, WATER MAIN DESIGN, SANITARY DESIGN, PAVEMENT, AND RESTORATION.**

Engineer Sharpe made a brief presentation followed by a question and answer period. The Second Reading will be held at the November 28, 2007 regular Board of Trustees meeting.

PUBLIC HEARING

**2007 CDBG REPROGRAMMING FROM REMOVE ARCHITECTURAL BARRIERS TO PUBLIC SERVICES (EMERGENCY SERVICES).**

Trustee Behnke moved, Trustee Fitchena seconded, to open the Public Hearing to consider 2007 CDBG reprogramming from Remove Architectural Barriers to Public Services (Emergency Services).

Ayes: Bellairs, Kniffen, Sanderson, Behnke, Fitchena

Nays: None

Absent: Dunn, Ferrari

Motion Carried

John Cass, President of Oxford Orion FISH, requested the Board to consider transferring 2007 funds allocated for a Parks and Recreation project, to his organization which provides assistance to low income residents of Oxford Township.

Ron Davis, Parks and Recreation Director, stated it would be in the best interest of the community to reprogram 2007 funds allocated for the removal of architectural barriers at Seymour Lake Park, to Public Services. He noted the project can be put off until 2008.

Trustee Behnke moved, Trustee Fitchena seconded, to close the Public Hearing.

Ayes: 5                      Nays: 0                      Absent: 2                      Motion Carried

Trustee Bellairs moved, Trustee Fitchena seconded, to reprogram Community Development Block Grant (CDBG) Funds of \$10,439.00 from the architectural barriers and to place that into Public Services (Emergency Services); further, to authorize CDBG Program Coordinator Joseph G. Ferrari to sign all 2007 CDBG contract amendments pertaining to this program on behalf of the Charter Township of Oxford.

Ayes: Kniffen, Sanderson, Behnke, Fitchena, Bellairs

Nays: None

Absent: Dunn, Ferrari

Motion Carried

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**CDBG SUGGESTED FUNDING FOR 2008**

Trustee Bellairs moved, Trustee Behnke seconded, to open the Public Hearing to consider CDBG suggested funding for 2008.

Ayes: Sanderson, Behnke, Fitchena, Bellairs, Kniffen

Nays: None

Absent: Dunn, Ferrari

Motion Carried

Ron Davis, Parks and Recreation Director, asked what was budgeted for his department. *The response was, \$18,000.00.*

John Cass, President Oxford Orion FISH, thanked the Board for approving the reprogramming of funds.

Buck Cryderman asked what CDBG stands for. *Community Development Block Grant.*

Trustee Behnke moved, Trustee Fitchena seconded, to close the Public Hearing.

Ayes: 5

Nays: 0

Absent: 2

Motion Carried

Clerk Sanderson moved, Trustee Bellairs seconded, that the Charter Township of Oxford Board of Trustees formally agrees to allocate its 2008 Community Development Block Grant (CDBG) Funds in the following manner:

- \$12,439.00 (2 each at \$5,000.00 and one partial at \$2,439.00) – For the OLHSA Minor Home Repair: Housing-Minor Home Repair. This will provide a Mobile Minor Home Repair Program for approximately three (3) low and moderate income households residing in either the Parkhurst or lake Villa Mobile Home Park. This activity will be administered through one county-level contract with OLHSA. Repairs will conform to Oakland County guidelines.
- \$18,000.00 – For the Oxford Township Parks and Recreation to make ADA Improvements at Seymour Lake Township Park.
- \$2,500.00 – For HAVEN: Public Services-Battered and Abused Spouses. This will provide services for approximately 25 abused spouses and their children who are Oxford Township residents. This activity will be administered through one county-level contract with HAVEN.

In the case that CDBG funding comes in less than anticipated, the allocation for the Mobile Home 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 2008 annual CDBG submittal and 2008 Subrecipient Agreement on behalf of the Township.

Ayes: Behnke, Fitchena, Bellairs, Kniffen, Sanderson

Nays: None

Absent: Dunn, Ferrari

Motion Carried

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FIRE DEPARTMENT

**FIRE CHIEF'S 2008 CONTRACT**

Trustee Fitchena moved, Clerk Sanderson seconded, to accept the Employment Agreement between John H. LeRoy and the Charter Township of Oxford; further, to authorize Supervisor William Dunn to sign the necessary document(s).

Ayes: Fitchena, Bellairs, Kniffen, Sanderson, Behnke

Nays: None

Absent: Dunn, Ferrari

Motion Carried

**HIRING OF DEPUTY CHIEF**

Trustee Behnke moved, Trustee Fitchena seconded, to accept the recommendation from Fire Chief LeRoy to hire First Assistant Chief Peter Scholz as the full-time Deputy Fire Chief, effective January 1, 2008.

Ayes: Bellairs, Kniffen, Sanderson, Behnke, Fitchena

Nays: None

Absent: Dunn, Ferrari

Motion Carried

*Trustee Kniffen noted he voted yes, however they both belong to similar organizations outside the fire department.*

**PURCHASE OF LIFEPAK**

Trustee Fitchena moved, Trustee Behnke seconded, to authorize the purchase of a Lifepak 12 Cardiac Monitor unit from Medtronic Emergency Response Systems for the quote of \$18,760.94.

Ayes: Kniffen, Sanderson, Behnke, Fitchena, Bellairs

Nays: None

Absent: Dunn, Ferrari

Motion Carried

OLD BUSINESS

**2007 LAKE LEVELS RESOLUTION**

Trustee Bellairs moved, Trustee Behnke seconded, to adopt the Charter Township of Oxford County of Oakland State of Michigan Resolution; WHEREAS, the Charter Township of Oxford is in receipt of a letter from the Oakland County Drain Commissioner, requesting the collection of lake level real property assessments; WHEREAS, the total of the attached list (exhibit B) lake levels to be transferred to the 2007 Tax Roll is \$27,482.66; NOW, THEREFORE, BE IT RESOLVED, that the Charter Township of Oxford Board of Trustees authorizes the Township Assessor to spread the above lake levels on the 2007 Tax Roll.

Ayes: Sanderson, Behnke, Fitchena, Bellairs, Kniffen

Nays: None

Absent: Dunn, Ferrari

Motion Carried

**2007 INDIANWOOD LAKE RESOLUTION**

Trustee Behnke moved, Clerk Sanderson seconded, to adopt the Charter Township of Oxford County of Oakland State of Michigan Resolution; WHEREAS, the Charter Township of Oxford is in receipt of a letter from the Indianwood Lake Lake Improvement Board, requesting the collection of a lake level real property assessment; WHEREAS, the total of the attached list (exhibit B) of a lake level to be transferred to the 2007 Tax Roll is \$1,113.78, this replaces the motion approved at the October 10, 2007 Township Board meeting; NOW, THEREFORE, BE IT

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RESOLVED, that the Charter Township of Oxford Board of Trustees authorizes the Township Assessor to spread the above lake level on the 2007 Tax Roll.

Ayes: Fitchena, Bellairs, Kniffen, Sanderson, Behnke

Nays: None

Absent: Dunn, Ferrari

Motion Carried

**MTA CONFERENCE**

Clerk Sanderson moved, Trustee Kniffen seconded, to authorize Trustee Behnke, Trustee Bellairs, Trustee Fitchena, and Trustee Kniffen to attend the January 2008 MTA Conference; and to authorize reimbursement of related expenses.

Ayes: Fitchena, Bellairs, Kniffen, Sanderson, Behnke

Nays: None

Absent: Dunn, Ferrari

Motion Carried

**GRECO TITLE COMPANY INVOICE FOR MT. PLEASANT CEMETERY OWNERSHIP TRANSFER**

Trustee Behnke moved, Clerk Sanderson seconded, to approve payment of Greco Title Company, invoice #63574655, in the amount of \$655.00 for Title work.

Ayes: Bellairs, Kniffen, Sanderson, Behnke, Fitchena

Nays: None

Absent: Dunn, Ferrari

Motion Carried

NEW BUSINESS

**M-24 WATER MAIN EXTENSION (NORTH OF TOWN)**

Clerk Sanderson moved, Trustee Kniffen seconded, to table until the November 28, 2007 regular Board of Trustees meeting.

Ayes: 5      Nays: 0      Absent: 2      Motion Carried

**LAKE VILLA WATER CONNECTION DESIGN**

Trustee Kniffen moved, Trustee Behnke seconded, to table until the November 28, 2007 regular Board of Trustees meeting.

Ayes: 5      Nays: 0      Absent: 2      Motion Carried

*Trustee Behnke requested to know why these issues were not sent to the Water & Sewer Committee.*

**OPFEC ACTUARY EXPENSE**

Trustee Bellairs moved, Trustee Behnke seconded for discussion, that before bill is paid, to set up a meeting with the Village Council to try and resolve this issue.

Ayes: Bellairs

Nays: Fitchena, Kniffen, Sanderson, Behnke

Absent: Dunn, Ferrari

Motion Failed

Trustee Fitchena moved, Trustee Behnke seconded, to table until the November 28, 2007 regular Board of Trustees meeting.

Ayes: 4      Nays: 1      Absent: 2      Motion Carried

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**RICK RICE SIGNAGE CONSENT JUDGMENT AMENDMENT**

Trustee Kniffen moved that the Charter Township of Oxford Board of Trustees agrees to amend the Consent Judgment between the Charter Township of Oxford and Rick Rice to allow the existing signage with the reduction of approximately 817 square feet of property as provided in the Consent Judgment (Case No. 92-432511-CE), items 1 through 6; and authorize Supervisor William Dunn to sign any necessary documentation.

Motion Failed, no support

Tabled until Treasurer Ferrari is present, Clerk Sanderson to clarify legalities.

**DISCUSSION REGARDING MEDICAL BENEFITS**

A tentative date was set for a workshop; Monday, November 26, 2007 from 7:00 pm to 10:00 pm.

**OXFORD ADDISON YOUTH ASSISTANCE – APPROVAL OF NEW MEMBERS**

Trustee Fitchena moved, Trustee Kniffen seconded, to accept Dawn Barrett-Osborn as a new member of the Oxford Addison Youth Assistance Board.

Ayes: 5      Nays: 0      Absent: 2      Motion Carried

**POLLY ANN TRAILWAY 2008 BUDGET**

Information only – no action taken

**ORDINANCE VIOLATIONS ENFORCEMENT**

Tabled until the November 28, 2007 regular Board of Trustees meeting.

ITEMS REMOVED FROM CONSENT AGENDA FOR ACTION OR DISCUSSION  
**REGULAR BILLS THRU NOVEMBER 7, 2007**

Trustee Bellairs moved, Clerk Sanderson seconded, to approve payment of the regular bills, as presented.

Ayes: Bellairs, Kniffen, Sanderson

Nays: Fitchena, Behnke

Absent: Dunn, Ferrari

Motion Carried

BOARD OF TRUSTEES COMMENTS

Trustee Behnke wished everyone a happy and safe Thanksgiving.

Clerk Sanderson commented on a memo she sent to members of all Boards and Commissions about needing their driver's license numbers if they want to use the Township vehicle.

ADJOURNMENT

Trustee Behnke moved, Trustee Bellairs seconded, to adjourn at 10:02 pm.

Ayes: 5      Nays: 0      Absent: 2      Motion Carried

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Charles Kniffen, Acting Chairperson

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Clara J. Sanderson, CMC, Clerk

Date Approved November 28, 2007

/lmh