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**OXFORD VILLAGE COUNCIL  
BUDGET WORK SESSION MEETING MINUTES**

*Village Council Members: David Bailey, Maureen Helmuth, Joe Frost, Allison Kemp, Kate Logan*

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| 22 West Burdick Street<br>Oxford, MI 48371<br>Community Room | May 21, 2019 | 7:00 am |
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- 1.) **CALL TO ORDER:** President Joe Frost called the meeting to order at 7:01 a.m.
  - 2.) **PLEDGE OF ALLEGIANCE:** With Moment of Silence.
  - 3.) **ROLL CALL** Attendance Members Present 3: Helmuth, Frost, Logan. Absent: 2, Bailey, Kemp.  
*Staff Present: Village Manager Joseph Madore, Police Chief Mike Solwold, DPW Director Don Brantley. Council person Bailey arrived at 7:31*
  - 4.) **APPROVAL OF AGENDA:** May 21, 2019.  
**MOTION:** by Helmuth/Logan to approve the agenda as presented. All present voting in favor. Motion Carried.
  - 5.) **PUBLIC COMMENTS:** None.
  - 6.) **BUSINESS:**
    - A. **2019/2020 Budget discussion-** Discussion on various budget areas including a report from Communications committee chairperson Kate Logan regarding the committee's thoughts on a part-time person to handle communications and public relations for the Village and the DDA. President Frost re-iterated that this is a position that was held by Drew Benson and sees a need to re-fill that position. Need to find which cost center will be best situated for funding that position. 960: Public Relations has some funds that could be reprogrammed for this and a wages line (704) could be added to charge those wages to. President Frost also question DPW supervisor Brantley to confirm that the DPW is still down one person from in the past and Mr. Brantley confirmed that is still the case. Discussion related to the Village revenues and that they appear to be down. Manager Madore will reevaluate the sources and send updates to Council. Councilperson Helmuth recommended looking into the personal property and delinquent taxes. Councilperson Helmuth left at 8:00. Madore brought up the \$1,000 in the Parks line 751-810 for Round lakes weeds control contribution.
  - 7.) **PUBLIC COMMENT:** None.
  - 8.) **MANAGER, STAFF, & ATTORNEY REPORTS:** Manager reported that DPW worker McNeese had neck surgery, un-related to work, yesterday and will be out 1-3 months and that we will have some budget amendments at the June meeting.
  - 9.) **COUNCIL COMMENTS:** None
  - 10.) **ADJOURNMENT:** With no further business to discuss meeting adjourned at 8:28 a.m.  
**MOTION:** by Frost/Logan to adjourn. All present voting in favor. Motion Carried.

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Respectfully Submitted,  
Joseph M. Madore, Village Manager

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President, Joe Frost