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**OXFORD VILLAGE COUNCIL**  
**TELECONFERENCE REGULAR MEETING MINUTES**

Call-In Access Number (701) 802-5176 Meeting Code: 1531799

*Village Council Members: David Bailey, Maureen Helmuth, Joe Frost, Allison Kemp, Kelsey Cooke*

22 West Burdick Street  
Oxford, MI 48371

April 14, 2020

7:00 pm

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1.) **CALL TO ORDER:** President Joe Frost called the meeting to order at 7:05 p.m. with reference to Governor Whitmer's Executive Order No. 2020-15.

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2.) **PLEDGE OF ALLEGIANCE:** With Moment of Silence.

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3.) **ROLL CALL** Attendance Members Present: Bailey, Cooke, Frost, Kemp, Helmuth. Absent: 0. Staff Present: Village Manager Joseph Madore, Attorney Robert Davis, Police Chief Mike Solwold, Recording Secretary Clerk/Treasurer, Tere Onica.

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4.) **APPROVAL OF AGENDA:** April 14, 2020.

**MOTION:** by Helmuth/Kemp to approve the April 14, 2020 telecommunication meeting agenda.

**Roll Call Vote:** Ayes: 5. Helmuth, Kemp, Cooke, Bailey, Frost. Nays: 0. Absent: 0. Motion carried.

5.) **CALL TO PUBLIC-**

Sue Bossardet-M-24 project start date/schedule.

6.) **CONSENT AGENDA:**

**MOTION:** by Helmuth/Kemp to receive and file Consent Agenda items under 8(a) as presented.

**Roll Call Vote:** Ayes: 5. Helmuth, Kemp, Cooke, Bailey, Frost. Nays: 0. Absent: 0. Motion carried.

**MOTION:** by Helmuth/Kemp to approve items in 8(b)(i), (ii), (iii) with bills in the amount of \$127,189.39 as presented.

**Roll Call Vote:** Ayes: 5. Helmuth, Kemp, Cooke, Bailey, Frost. Nays: 0. Absent: 0. Motion carried.

7.) **UNFINISHED BUSINESS:**

a. **Resolution 20-08, Renew Agreement with Oxford Township for Summer Tax Collection and Settlement.**

**MOTION:** by Helmuth/Frost to approve Resolution 2020-08 as presented.

**Roll Call Vote:** Ayes: 5. Kemp, Cooke, Helmuth, Bailey, Frost. Nays: 0. Absent: 0. Motion carried.

b. **West Nile Resolution 20-07**

**MOTION:** by Frost/Helmuth to approve Resolution 2020-07 authorizing the Village Manager as agent for the Village of Oxford, in manner and to the extent provided under Oakland County Board of Commissioners, to request reimbursement of eligible mosquito control activities under the Oakland County West Nile Virus Fund Program.

**Roll Call Vote:** Ayes: 5. Cooke, Bailey, Frost, Helmuth, Kemp. Nays: 0. Absent: 0. Motion carried.

8.) **NEW BUSINESS:**

- 47 a. **2020/2021 General Fund Budget Draft**-The Village Manager presented the General  
48 Fund Budget. Line 449 transfer for M-24 Streetscape is a one-time expense that requires  
49 use of some fund balance; \$31,518 is needed to balance the budget. No major increases.  
50 Chief Solwold is requesting one more full-time officer. Union Contracts may need an  
51 extension; a 3% increase for union workers was plugged into the budget. Employee  
52 wages increased to \$18.00. Police Clerical wage increase of \$1/hour. There is a new  
53 franchise agreement for cable fees.
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- 55 b. **Consideration Extension of Sunset Clause-Ordinance No. 411 Prohibition of**  
56 **Marihuana Establishments**-an amendment to the ordinance to change the repeal and  
57 replace sunset date to December 31, 2020. A Public Hearing is needed with a first and  
58 second reading followed by publication.  
59 **MOTION:** by Helmuth/Kemp amended by Frost to hold the public hearing at the second  
60 reading and hold the first reading on May 12, 2020 to amend Ordinance No. 411  
61 extending the repeal clause to December 31, 2020.  
62 **Roll Call Vote:** Ayes:3, Bailey, Helmuth, Kemp. Nays: 2. Frost, Cooke. Absent: 0.  
63 Motion carried.
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- 65 c. **Oxford-Addison Youth Assistant Applicant (OAYA)**- The Village of Oxford is one of  
66 5 sponsoring organizations for the Oxford-Addison Your Assistance (OAYA) Program  
67 consisting of Oxford and Addison Townships and The Village of Leonard and Oxford  
68 Community Schools. The Village of Oxford contributes \$2,500 annually.  
69 **MOTION:** by Frost/Helmuth to appoint Robyn Holzbaugh to the OAYA Board of  
70 Directors.  
71 **Roll Call Vote:** Ayes: 5. Cooke, Bailey, Frost, Helmuth, Kemp. Nays: 0. Absent: 0.  
72 Motion carried.
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- 74 d. **Water Bill Late Fee Waiver Recommendation** for April, May and June Utility Billing.  
75 **MOTION:** by Frost/Helmuth to waive the water bill late fees for a period from April to  
76 the end of June 2020 and to suspend water shut off for residents and businesses during  
77 this period.  
78 **Roll Call Vote:** Ayes: 5. Cooke, Bailey, Frost, Helmuth, Kemp. Nays: 0. Absent: 0.  
79 Motion carried.

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81 **9.) ITEMS REMOVED FROM CONSENT AGENDA (Item 6):** None

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83 **10.) PUBLIC COMMENT:**

84 Brian Cloutier-Library updates. Staff meeting to discuss plans to reopen library when  
85 Executive Order is lifted. A delayed opening with reduced hours. Team working remotely.

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87 **11.) COMMITTEE REPORTS:** Committees not currently meeting. Some conference calls  
88 taking place.

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90 **12.) MANAGER, STAFF, & ATTORNEY REPORTS:**

- 91 a. Manager, staff, and attorney. MDOT meeting rescheduled April 22nd. Yard waste has  
92 been reinstated.

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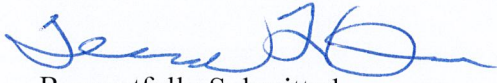
**13.) COUNCIL COMMENTS:**

Council appreciates all efforts during Executive Order for essential services only. Local manufacturers and local business efforts are commendable. Community is greatly impacted by the Corunna Virus and Governor Whitmer's Executive Orders.

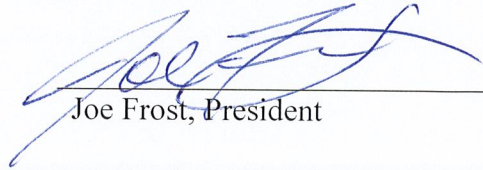
**14.) ADJOURNMENT:**

**MOTION:** by Helmuth/Bailey to adjourn at 7:56 p.m.

**Roll Call Vote:** Ayes: 5. Cooke, Kemp, Bailey, Frost, Helmuth. Motion Carried.



Respectfully Submitted,  
Teresa L. Onica, Recording Secretary



Joe Frost, President

