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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

August 11, 2020

7:00 pm

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- 1.) **CALL TO ORDER:** President Joe Frost called the meeting to order at 7:00 p.m. This is a teleconference meeting per Governor Whitmer's Executive Order No. 2020-129.
 - 2.) **PLEDGE OF ALLEGIANCE:** With Moment of Silence.
 - 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.
 - 4.) **APPROVAL OF AGENDA:** August 11, 2020.
MOTION: by Helmuth/Kemp to approve the August 11, 2020 telecommunication meeting agenda.
Roll Call Vote: Ayes: 5. Frost, Bailey, Kemp, Helmuth, Cooke. Nays: 0. Absent: 0. Motion carried.
 - 5.) **PUBLIC COMMENTS:** None.
 - 6.) **CONSENT AGENDA:**
MOTION: by Helmuth/Frost to approve Consent Agenda item 8(a) to receive and file 8(b), Correspondence, Letters, Reports and Minutes as presented.
Roll Call Vote: Ayes: 5. Cooke, Frost, Helmuth, Kemp, Bailey. Nays: 0. Absent: 0. Motion carried.
MOTION: by Helmuth/Kemp to approve items 8(c)(i), (ii) and (iii) with bills in the amount of \$264,363.19 as presented.
Roll Call Vote: Ayes: 5. Frost, Bailey, Kemp, Helmuth, Cooke. Nays: 0. Absent: 0. Motion carried.
 - 7.) **UNFINISHED BUSINESS:** None.
 - 8.) **NEW BUSINESS:**
 - a. **Oakland County 2020 Local Road Improvement Program (LRIP) Agreement.** The designated and approved local road improvement matching funds is an amount not to exceed \$12,211.00.
MOTION: by Frost/Helmuth to approve the Village Manager to sign the 2020 Local Road Improvement Matching Fund Program agreement as prepared by Oakland County Board of Commissioners for the downtown streetscape and traffic calming improvements, Board Project No. 2020-24.
Roll Call Vote: Ayes: 5. Bailey, Kemp, Helmuth, Cooke, Frost. Nays: 0. Absent: 0. Motion carried.
 - b. **Pleasant Street On-Street Parking Issues.** Memo provided by Police Chief Solwold and Code Enforcement Officer Dan Durham. Narrow streets and on-street parking hampers

46 accessibility in the area north of Dayton St. Alternatives to no parking from 2:00-6:00 a.m.
47 were discussed. Prohibiting parking on the hydrant side of streets throughout the village
48 was suggested. Striping and off-road parking may help. Traffic assessment needs be done
49 on all village streets before posting no parking signs.
50

51 **c. Oakland County COVID Interlocal Agreement-Resolution 20-11:** Oakland County has
52 funds to distribute from the CARES ACT to cover certain expenditures caused by the
53 COVID-19 pandemic. To apply for these funds, the village must enter into the Oakland
54 Together CARES ACT CVT Fund-Interlocal Agreement, by adopting Resolution 20-11 as
55 presented. Expenditure reimbursement is minimal up to \$1,000.00.

56 **MOTION:** by Helmuth/Bailey to approve Resolution 20-11 as presented.

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

58 Absent: 0. Motion carried.
59

60 **d. Resolution 20-12, Set Commercial/Industrial Irrigation Capital Fee-Village General**
61 **Ordinance Section C, 70-74** spells out certain Capital Charges for connection to the Village
62 water supply. The charges are as follows:

63 1.) Residential ¾” service for units under 1400 square feet, \$1,800.00

64 2.) Residential 1” service, \$2,200.00

65 3.) Other uses according to Section C(4) for various types of businesses as listed.

66 This would be a one-time capital charge for commercial irrigation systems that are
67 large and have many zones. A charge of \$2,400 was recommended for the first
68 twenty (20) zones with \$10.00 per zone over twenty.

69 **MOTION:** by Helmuth/Cooke to approve the rate of \$2,400 for the first twenty (20) zones
70 and \$10.00 per zone over twenty, as noted in the Resolution 20-12 for commercial irrigation
71 systems.

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

73 Absent: 0. Motion carried.
74

75 **e. Water Customer Late Charge Moratorium Extension Consideration/OHLSA Water**
76 **Assistance Relief Program.** Village Council approved a waiver on any water bill late fees
77 for April, May and June. Currently, there are about 100 accounts at least 30-days
78 delinquent. There is no way to determine if this is due to COVID-19 hardship, which was
79 the reason to waive late fees in April. There are relief programs available to the public.

80 **MOTION:** by Frost/Kemp to extend the waiver of late fees for water bills through
81 December 31, 2020.

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

83 Absent: 0. Motion carried.

84 **MOTION:** by Frost/Helmuth to opt in to OHLSA Water Assistance Relief Program grant
85 created by Michigan Senate Bill 690.

86 **Roll call vote:** Ayes, 5. Kemp, Helmuth, Cooke, Frost, Bailey. Nays, 0. Absent, 0. Motion
87 carried.
88

89 **f. Semi-Truck Exhaust Brake Prohibition Consideration-Village Attorney Davis**
90 submitted Ordinance No. 414 for the Use of Engine Brakes and Exhaust Devices on motor
91 vehicles within the Village of Oxford Limits as permitted under State law. Use of the

92 engine helps limit the wear on brakes and helps to slow trucks down and is especially
93 beneficial on the M-24 State Highway. Council could consider posting no exhaust braking
94 in certain areas. The question was asked where exactly is this needed? An ordinance might
95 not be necessary after M-24 re-opens for regular traffic. More research was suggested.
96

- 97 **g. PUD Agreement with Dave Weckle-** the PUD agreement was extended to August 15, 2020.
98 The project has made significant progress in the last few weeks. Mr. Weckle believes an
99 extension to July 1, 2021 would be sufficient to complete the project.

100 **MOTION:** by Frost/Helmuth to approve an extension of the PUD agreement between the
101 Village, DDA and Dave Weckle to July 1, 2021.

102 **Roll Call Vote:** Ayes: 5. Kemp, Helmuth, Cooke, Frost, Bailey. Nays, 0. Absent, 0.
103 Motion Carried.
104

- 105 **h. MML Conference Appointee Consideration**

106 **MOTION:** by Frost/Helmuth to appoint Kemp as alternate and to attend the upcoming
107 MML annual meeting representing the Village of Oxford.

108 **Roll Call Vote:** Ayes: 5. Helmuth, Cooke, Frost, Bailey, Kemp. Nays: 0. Absent: 0.
109 Motion carried
110

- 111 **i. Fireworks Permit Request-**are required for all commercial grade fireworks. Drew
112 Espenshade submitted all the required paperwork to allow this event to take place on
113 September 6th, with a rain date of Sept. 7th indicating that the event has been scaled back
114 due to COVID-19 social distancing Executive Orders.

115 **MOTION:** by Helmuth/Kemp to approve the fireworks application and licensing at Oxford
116 Lakes pending approval by the Fire Chief and based on community compliance with
117 COVID-19 State Executive Orders enacted at the time of the event.

118 **Roll Call Vote:** Ayes, 5. Helmuth, Cooke, Frost, Kemp, Bailey. Nays, 0. Absent 0. Motion
119 carried.
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- 121 **j. Discussion About Conducting Remote Meetings:** Council wanted to use ZOOM as the
122 platform to conduct video meetings. Screen share, interface on Facebook, etc.
123

124 **9.) ITEMS REMOVED FROM CONSENT AGENDA:** None.
125

126 **10.) PUBLIC COMMENT:**

127 Pete Scholtz- Was muted during the meeting and was unable to offer his opinion.

128 Lori Burgeau-Oxford Lakes commented on Social Distance during the fireworks.

129 Tanya Houser- Commented on Pleasant Street and First Street parking and traffic.
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131 **11.) COMMITTEE REPORTS**
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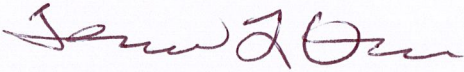
133 **12.) MANAGER, STAFF, & ATTORNEY REPORTS**
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135 **13.) COUNCIL COMMENTS**
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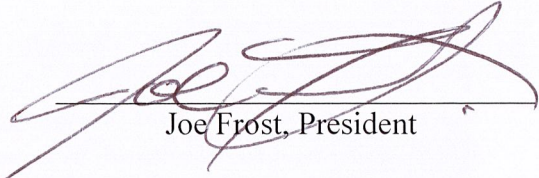
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14.) ADJOURNMENT:

MOTION: by Bailey/Helmuth to adjourn at 8:36 p.m. All in favor by voice vote. Motion carried.



Respectfully Submitted,
Teresa L. Onica, Recording Secretary



Joe Frost, President