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**OXFORD VILLAGE COUNCIL
REGULAR MEETING MINUTES**

Village Council Members: Lori Bourgeau, Kelsey Cooke, Maureen Helmuth, Allison Kemp, Ashley Ross

22 West Burdick Street
Oxford, MI 48371

October 12, 2021

7:00 pm

- 1.) **CALL TO ORDER:** Council President Kelsey Cooke called the meeting to order at 7:00 p.m.
- 2.) **PLEDGE OF ALLEGIANCE**
- 3.) **ROLL CALL ATTENDANCE:** Members Present: 5: Lori Bourgeau, Kelsey Cook, Allison Kemp, Ashley Ross, Maureen Helmuth. Absent: 0. Staff Present: Village Manager Joseph Madore, Recording Secretary Clerk/Treasurer, Tere Onica, Police Chief Mike Solwold, Fire Chief Pete Scholz, DDA Director Kelly Westbrook.
- 4.) **APPROVAL OF AGENDA:** October 12, 2021.
MOTION: by Helmuth/Ross to approve the October 12, 2021, meeting agenda as presented. All in favor. Motion adopted.
- 5.) **PUBLIC HEARING:** Remove the Village Charter from the General Code of Ordinance
MOTION: by Helmuth/Kemp to open the Public Hearing at 7:02 p.m.
Roll Call Vote: Ayes: 5. Bourgeau, Helmuth, Kemp, Ross, Cooke. Nays: 0. Absent: 0. Motion adopted.
- PUBLIC COMMENTS:**
Brian Cloutier-Question on Village Charter as part of Code of Ordinance.
- MOTION:** by Cooke/Bourgeau to close the Public Hearing at 7:05 p.m.
- 6.) **CALL TO PUBLIC:**
Brian Cloutier, Director Oxford Public Library-Commented on Michigan Public Library Month.
- 7.) **CONSENT AGENDA:**
MOTION: by Bourgeau/Helmuth to receive and file agenda items listed under 8(a) as presented. All in favor. Motion adopted.
MOTION: by Helmuth/Bourgeau to approve Consent Agenda items 8(b) as presented -including bills in the amount of \$238,021.41.
Roll Call Vote: Ayes: 5. Helmuth, Kemp, Cooke, Ross, Bourgeau. Nays: 0. Absent: 0. Motion adopted.
- 8.) **UNFINISHED BUSINESS:**
- a. **Exhaust Brake Ordinance 414-Second Reading-**
MOTION: by Cooke/Ross to approve the second reading of the proposed Jake Brake Ordinance No. 414.
Roll Call Vote: Ayes: 5. Kemp, Ross, Helmuth, Bourgeau, Cooke. Nays: 0. Absent: 0. Motion adopted.
- b. **First Reading-Remove Charter from the Code of Ordinances-**
MOTION: by Cooke/Helmuth to approve the First Reading to remove the Village Charter from the Code of Ordinances to be a stand-alone document.
Roll Call Vote: Yeas: 5. Ross, Helmuth, Bourgeau, Cooke, Kemp. Nays: 0. Absent: 0. Motion adopted.

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9.) NEW BUSINESS:

- a. **Hudson Street 2022 Watermain Replacement and Paving Project Scope of Work Increase.** Paul O’Meara was present from ROWE Engineering to discuss expanding the scope of the proposed project.
MOTION: by Cooke/Bourgeau to expand the scope of the Hudson Street 2022 project as presented to include the use of ARPA funds for the watermain/drainage infrastructure work. The village manager will prepare a budget amendment for approval next month.
Roll Call Vote: Yeas: 5. Kemp, Ross, Bourgeau, Helmuth, Cooke. Nays: 0. Absent: 0. Motion adopted.

- b. **Village Parks & Recreation Plan.** The five (5)-year Parks and Recreation Plan was adopted in 2016. Re-doing this plan is costly, estimated at \$10,000 or more. Collaborating with surrounding communities on an area-wide plan as a cost sharing measure is recommended.
MOTION: by Helmuth/Ross to extend the current Parks and Recreation Plan to collaborate with neighboring communities on an area wide Parks & Rec Plan in 2023. All present voting in favor. Motion adopted.

- c. **First Reading to Amendment the Code of Ordinances, Chapter 70-Utilities, to add Article V Sections 115-Stormwater Engineering Design Standards and Section 116-Violations, Enforcement and Penalties.** The State is requiring each local unit to adopt design standards for stormwater engineering. Oakland County has already adopted.
MOTION: by Cooke/Ross to approve the First Reading to Amend the Code of Ordinances, Chapter 70-Utilities adding Article V Sections 115- Stormwater Engineering Design Standards, and 116-Violations, Enforcement and Penalties language.
Roll Call Vote: Yeas: 5. Ross, Bourgeau, Helmuth, Cooke, Kemp. Nays: 0. Absent: 0. Motion adopted.

- d. **Special Event Application 21-07, Chamber of Commerce Christmas Parade.**
MOTION: by Bourgeau/Cooke to approve Special Event Application 21-07 with route changes as presented pending receipt of proof of insurance. All in favor. Motion adopted.

- e. **ARPA Funds and Capital Improvement Plan-Discussion.** ARPA funds Project Eligibility and guidance pertain to Water, Sewer and Broadband infrastructure. Water infrastructure for the Hudson/Dennison project scheduled for Spring of 2022 is (approximately) \$337,000.00. Council discussed use of ARPA funds on water lead lines and watermain infrastructure. ARPA funds may be available for public safety rental inspections if the village can demonstrate a loss of revenue. No action needed.

10.) ITEMS REMOVED FROM CONSENT AGENDA: None.

11.) PUBLIC COMMENT: Brian Cloutier-Library bond proposal and town hall meetings.

12.) COMMITTEE REPORTS-

NOTA-Report by Lori Bourgeau
Planning Commission- Update by council member Helmuth

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- 96 Cable Commission-Report by council member Helmuth
- 97 Polly Ann Trail-Report by council member Kemp
- 98 DDA-Report by council member Ashley Ross
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100 **13.) MANAGER, STAFF, & ATTORNEY REPORTS**

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102 **14.) COUNCIL COMMENTS**

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104 The scheduled November 9, 2021, village council meeting will be postponed to November 23, 2021,

105 due to scheduling conflicts. Clerk to post notice.

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107 **15.) ADJOURNMENT:**

108 With no further business to discuss, Council President Cooke adjourned the meeting at 8:22 p.m.

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112 Respectfully Submitted,

113 Teresa L. Onica, Recording Secretary



Kelsey Cooke, President