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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**

December 14, 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: 3: Kelsey Cooke, Allison Kemp, Ashley Ross.
Absent: 2. Lori Bourgeau and Maureen Helmuth. Staff Present: Village Manager Joseph Madore,
Recording Secretary Clerk/Treasurer, Tere Onica, Police Chief Mike Solwold.

MOTION: by Cooke/Kemp excusing the absence of council members Bourgeau and Helmuth. Ms.
Bourgeau was attending a school board meeting and Ms. Helmuth was under soft quarantine from
COVID exposure at work. All present voting in favor. Motion carried.

4.) **APPROVAL OF AGENDA:** December 14, 2021.

MOTION: by Cooke/Ross to amend the December 14, 2021, meeting agenda moving Item (j) Oxford
Community Memorial & Victims Fund to Item (b) under New Business. All present voting in favor.
Motion adopted.

5.) **CALL TO PUBLIC:** No comments.

6.) **CONSENT AGENDA:**

MOTION: by Ross/Cooke to receive and file agenda items listed under 8(a) as presented.
All present voting in favor. Motion adopted.

MOTION: by Cooke/Ross to approve Consent Agenda items 8(b) as presented -including bills in the
amount of \$142,576.61.

Roll Call Vote: Ayes: 3. Kemp, Cooke, Ross. Nays: 0. Absent: 2. Bourgeau and Helmuth.
Motion adopted.

7.) **UNFINISHED BUSINESS:**

a. **Clerk/Treasurer Evaluation--:**Per MCL 15.268(a) moved to Item 15, employee request.

b. **Rental Inspection/Registration Ordinance:**

MOTION: by Cooke/Ross to have a first reading of the Rental Registration Ordinance at
the next regular scheduled meeting, January 11, 2022. All present voting in favor. Motion
adopted.

8.) **NEW BUSINESS:**

a. **Resolution 2021-17, Special Resolution Honoring Oxford High School**

Students and Others: The Clerk read Resolution 2021-17 into the record.

9.) **RESOLUTION 2021-17**

WHEREAS the lives of Oxford High School students Tate Myre, Madisyn Baldwin, Hana St.
Juliana, and Justin Shilling, were taken on November 30, 2021, as a result of a senseless shooting
at Oxford High School; and

WHEREAS seven others, including a teacher, were injured during that tragedy and numerous
students, teachers, staff, and administrators will be forever impacted by their experience that day;
and

WHEREAS an exceptionally courageous force of first responders, including the Village of
Oxford Police Department and Oxford Fire Department, along with police officers, firefighters,

50 paramedics, and EMTs throughout Oakland, Lapeer, and Genesee counties risked their lives to
51 protect and save the lives of others; and
52 WHEREAS the Village of Oxford recognizes the selfless acts of those first responders, Oxford
53 High School teachers, staff, administrators, and students who continue to grieve while honoring
54 those impacted by this senseless tragedy; and
55 WHEREAS the Village of Oxford recognizes the heroic efforts of countless others responding in
56 and for the Village and Township of Oxford, including all first responders, Oxford Village Police
57 and Oxford Township Fire Department; and
58 WHEREAS the Village of Oxford stands with its community, first responders, and all those
59 impacted by this tragedy.
60 NOW THEREFORE BE IT RESOLVED that, in acknowledgement of the profound, long-term
61 and devastating effects of the November 30, 2021, Oxford High School shooting, the Village of
62 Oxford honors the memory of Tate Myre, Madisyn Baldwin, Hana St. Juliana, and Justin
63 Shilling.
64 BE IT FURTHER RESOLVED that the Village of Oxford will provide all support and resources
65 necessary under Council's control to all who are in need.
66 BE IT FURTHER RESOLVED that this Resolution be cited as the "November 30th Oxford High
67 School Shooting Tragedy and First Responders Recognition Resolution of 2021."

68
69 **MOTION:** by Cooke/Kemp to adopt Resolution 2021-17 as presented.

70 **Roll Call Vote:** Yeas: 3. Kemp, Ross, Cooke. Nays: 0. Absent: 2. Bourgeau, Helmuth.
71 Resolution 2021-17 declared adopted.

72
73 **b. Oxford Community Victims and Memorial Fund Update/Discussion:** An outpouring
74 of donations from the community for a victims and memorial fund, set up at Oxford Bank
75 was foisted upon the Village of Oxford following the tragic high school shooting. Village
76 administration received calls from three major organizations offering help to navigate
77 distributing funds. All organizations have a combined experience spanning 20-years
78 involvement with tragic shootings including but not limited to: Columbine, Virginia Tech,
79 Southerland Springs, New Town, Santa Fe, Parkland, 9-1-1 Twin Towers, Boston
80 bombing to name a few. The attorneys for the organizations offer pro-bono work with
81 100% of donations going to the victims and memorials; they are 501 c 3 organizations,
82 know the protocols, IRS requirements, provide victim intake, work with Go Fund Me and
83 other organizations and understand the pit falls and problems that come with Victim and
84 Memorial Funds. Funds from Oxford Bank will be transferred directly to the organization
85 of choice and a steering committee can be used to assist with fund distribution if National
86 Compassion is chosen. All organizations were highly recommended by other
87 victims/families who have gone through such a tragic experience. The Village Manager
88 and attorney reviewed options with council. National Compassion had a proposed plan
89 and resources that most closely fit local community desires.

90 **MOTION:** by Cooke/Ross to select National Compassion to guide and administer public
91 donations received for the benefit of the Oxford High School shooting victims, with all
92 donations to be transferred to and administered by National Compassion on behalf of the
93 Victims Fund as directed by the steering committee and contingent upon completed
94 wording in the agreement with ratified support from Oxford Township.

95 **Roll call Vote:** Ayes: 3. Ross, Cooke, Kemp. Nays:0. Absent: 2. Helmuth, Bourgeau.
96 Motion adopted.

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- c. **Youth Assistance Member Application Consideration:** Oxford-Addison Youth Assistance Volunteer Application received from Patricia Mueller was presented for consideration.
MOTION: by Cooke/Kemp to recommend Patricia Mueller for appointment to the Oxford Addison Youth Assistance administrative board. All present voting in favor. Motion adopted.

- d. **Beautification Commission Member Appointments:**
MOTION: by Cooke/Kemp to reappoint Karen Etherton to a three-year term expiring 2023 and Cathy Hummel and Lynn Royster, both terms expiring in 2024, to the Beautification Commission. All present voting in favor. Motion adopted.

- e. **DDA Member Appointments:** Council President Cooke will bring forward recommendations to council in the new year. The village will advertise positions on social media and in the newspaper.

- f. **Planning Commission Appointment:**
MOTION: by Cooke/Ross to reappoint Leslie Pielack to the Planning Commission, 3-year term expiring in 2024. All present voting in favor.

- g. **ZBA Appointment:**-Council President Cooke will bring recommendation to the council in the new year. The position will be advertised.

- h. **Resolution 21-18 P.A. 52 of 2011 Opt-Out for 2022:**
MOTION: by Cooke/Ross to adopt Resolution 21-14 P.A. 52 of 2011 Opt-Out for 2022 as presented.
Roll Call Vote: Yeas: 3. Cooke, Kemp, Ross. Nays: 0. Absent: 2. Helmuth, Bourgeau. Resolution 21-18 requires a two-thirds vote of council. Therefore, Resolution 21-18 failed.

- i. **Resolution 21-15 Manager Goals & Objectives 2022:**
MOTION: by Cooke/Ross to adopt Resolution 2021-15, Manager Goals and Objectives 2022, adding Item (7), improved communications and transparency in social media.
Roll Call Vote: Yeas: 3. Kemp, Ross, Cooke. Nays: 0. Absent: 2. Helmuth, Bourgeau. Resolution 21-15 declared adopted.

- j. **Resolution 21-16 Clerk/Treasurer Goals & Objectives 2022:**
MOTION: by Cooke/Kemp to adopt Resolution 2021-16, Clerk/Treasurer Goals and Objectives 2022, as presented.
Roll Call Vote: Yeas: 3. Kemp, Ross, Cooke. Nays: 0. Absent: 2. Helmuth, Bourgeau. Resolution 21-16 declared adopted.

- k. **2022 Village of Oxford Meetings Schedule:**
MOTION: by Cooke/Kemp to adopt the 2022 Meetings Schedule with changes to the ZBA, July 4th meeting date and to confirm with Polly Ann Trail boss meeting dates

142 listed and to make any necessary adjustments prior to posting. All present voting in
143 favor. Motion adopted.

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145 **I. 2022 Holiday Closings:**

146 **MOTION:** by Cooke/Ross to approve the 2022 Holiday Office Closings Calendar as
147 presented. All present voting in favor. Motion adopted.

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149 **10.) ITEMS REMOVED FROM CONSENT AGENDA:** None.

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151 **11.) PUBLIC COMMENT:** None.

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153 **12.) COMMITTEE REPORTS:**

154 NOTA
155 Planning Commission
156 Cable Commission
157 Polly Ann Trail
158 DDA
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160 **13.) MANAGER, STAFF & ATTORNEY REPORTS**

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162 **14.) COUNCIL COMMENTS:** Council members expressed heartfelt sentiments and condolences
163 to the community grieving over the loss of life and injury sustained in the Oxford High School shooting
164 of November 20th pledging support to the community over ongoing concerns.
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166 **15.) CLOSED SESSION:** Per MCL 15.268(a).

167 **MOTION:** by Cooke/Ross to enter closed session at 8:23 p.m.

168 **Roll Call Vote:** Ayes: 3. Kemp, Ross, Cooke. Nays: 0. Absent: 2. Helmuth, Bourgeau. Motion carried.
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170 **MOTION:** by Kemp/Ross to return to open session at 8:45 p.m. All present voting in favor.
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172 **MOTION:** by Ross/Cooke, effective January 1, 2022, to increase the annual base wage for the Village
173 Manager to \$83,000.

174 **Roll Call Vote:** Ayes: 3. Kemp, Ross, Cooke. Nays: 0. Absent: 2. Helmuth, Bourgeau. Motion
175 adopted.

176 **MOTION:** by Ross/Kemp, effective January 1, 2022, to increase the annual base wage for the Village
177 Clerk/Treasurer to \$67,000, with no changes to the original employment agreement.

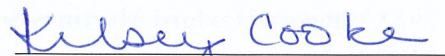
178 **Roll Call Vote:** Ayes: 3. Kemp, Ross, Cooke. Nays: 0. Absent: 2. Helmuth, Bourgeau. Motion
179 adopted.
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181 **15.) ADJOURNMENT:**

182 With no further business to discuss, Council President Cooke adjourned the meeting at 8:48 p.m.

183 **MOTION:** by Cooke/Kemp. All present voting in favor. Meeting adjourned.
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187 Respectfully Submitted,
188 Teresa L. Onica, Recording Secretary


Kelsey Cooke, President