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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

August 17, 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: 4: Lori Bourgeau, Kelsey Cook, Allison Kemp, Ashley Ross, in attendance. Absent: 1. Maureen Helmuth. Staff Present: Village Manager Joseph Madore, Attorney Robert Davis, Recording Secretary Clerk/Treasurer, Tere Onica, Police Chief Mike Solwold.
- 4.) **APPROVAL OF AGENDA:** August 17, 2021.
MOTION: by Ross/Kemp to approve the August 17, 2021, meeting agenda as presented. All in favor. Motion is adopted.
- 5.) **PRESENTATION:** Oakland County Main Street. Tim Colbeck presented the DDA with a plaque in recognition of being an accredited Mainstreet Program.
- 6.) **CALL TO PUBLIC:**
Brian Cloutier-M-24 library directional signage. Future mask mandate.
- 7.) **CONSENT AGENDA:**
MOTION: by Ross/Bourgeau to receive and file agenda items listed under 8(a) as presented. All in favor. Motion adopted.
MOTION: by Bourgeau/Kemp to approve Consent Agenda items 8(b) as presented -including bills in the amount of \$681,256.93.
Roll Call Vote: Ayes: 4. Kemp, Cooke, Ross, Bourgeau. Nays: 0. Absent: 1. Helmuth
Motion adopted.
- 8.) **UNFINISHED BUSINESS:** Jake Break Ordinance moved to September meeting.
- 9.) **NEW BUSINESS:**
 - a. **Planning Commission Vacancy**
MOTION: by Cooke/Bourgeau to appoint Scott Flynn to the Planning Commission effective immediately to fill the vacancy that expires in 2022.
All in favor. Motion carried.
 - b. **Master Plan Review-** A Master Plan review is required by the Michigan Planning and Zoning Enabling Act every 5-years. The last review was performed in 2016. Following their review this year, the planning commissioners determined that the goals and objectives of the current Master Plan remain relevant and recommended council extend the current Master Plan to 2026.
MOTION: by Cooke/Ross to extend the Master Plan to 2026 as recommended by the Planning Commission upon completion of their five (5) year Master Plan review.
All present voting in favor. Motion adopted.

- 47 c. **DDA Appointment-** Rod Charles is a building owner whose term on the DDA
48 board has expired.
49 **MOTION:** by Cooke/Ross to reappoint Rod Charles to the DDA, term to expire in 2024.
50 All in favor. Motion adopted.
51
- 52 d. **MML Annual Meeting & Conference Delegate Appointment-**
53 **MOTION:** by Cooke/Ross to designate Lori Bourgeau as the conference delegate with
54 Allison Kemp as alternate to the MML Annual Convention scheduled September 22-24,
55 2021. All present voting in favor. Motion carried.
56
- 57 e. **FY22 SMART Municipal Credit and Community Credit (MCCC) Contract-**
58 **MOTION:** by Cooke/Bourgeau to authorize the Village Manager to sign the 2022
59 Municipal Credit and Community Credit Contract as presented. All present voting
60 in favor. Motion carried.
61
- 62 f. **First Reading Zoning Ordinance Amendment Section 3.4.1 “R-1 Single Family**
63 **Residential District Building Height-Principal Building” to increase from 25’**
64 **standard to 30’, recommended by the Planning Commission-**This was brought
65 to the Planning Commission for discussion. Commissioners agreed that design
66 standards have changed and allowing up to 30ft in height was reasonable and in line
67 with current building practices. A Public Hearing has been scheduled for September
68 7, 2021. Scheduling a second reading will help expedite the ordinance amendment
69 for those that are currently restricted by it.
70 **MOTION:** by Cooke/Bourgeau to approve the first reading of Zoning Ordinance
71 Amendment Section 3.4.1 as recommended by the planning commission.
72 **Roll Call Vote:** Ayes: 4. Bourgeau, Kemp, Ross, Cooke. Nays: 0. Absent: 1.
73 Helmuth. Motion carried.
74
- 75 g. **Repeal Ordinance 411, Prohibiting Adult Use Marijuana-First Reading-**This is
76 a housekeeping issue as the zoning ordinance was amended to include Section
77 4.1.29 to allow for Adult Use Marijuana Establishments in the village on August 2,
78 2021, creating the need to repeal ordinance 411.
79 **MOTION:** by Cooke/Ross to approve the first reading to repeal ordinance 411,
80 Prohibiting Adult Use Marihuana and set the Public Hearing and Second Reading
81 for September 14, 2021. All present voting in favor. Motion carried.
82
- 83 h. **Professional Fireworks Permit Request-**This is an annual event at Oxford Lakes.
84 **MOTION:** by Cooke/Bourgeau to approve the Ace Pyro 2021 Application for
85 Fireworks for Oxford Lakes annual fireworks display. All present voting in favor.
86 Motion carried.
87

88 i. **E. Burdick P.U.D. agreement expiration-** A Term Sheet to Modify PUD, Draft
89 #6 (8-12-21) was presented to modify the PUD with Dave Weckle. The attorney
90 reviewed the process and explained the developer had agreed to all the conditions
91 and that Building B will have a completed look from the outside by 12/31/2021.
92 The parking lot would have a base coat by December 31, 2021, with all landscaping
93 and other features set forth in the agreement fully completed by July 1, 2022. (See
94 Exhibit A attached to minutes). Provisions for the sale of the property directing
95 proceeds to DDA (15%) and escrow amount for completion of unfinished work on
96 parking lot.

97 **MOTION:** by Cooke/Ross to approve Draft #6 (8-12-21) Term Sheet to Modify
98 PUD, as presented with the official amended agreement to be brought back to
99 council for approval.

100 **Roll Call Vote:** Ayes: 4. Bourgeau, Kemp, Ross, Cooke. Nays: 0. Absent: 1.
101 Helmuth. Motion approved.

102
103 **10.) ITEMS REMOVED FROM CONSENT AGENDA:** None.

104
105 **11.) PUBLIC COMMENT:**

106 Brian Cloutier-Library budget hearing. Set-back for building project.

107
108 **12.) COMMITTEE REPORTS-**

109 NOTA-Report by Lori Bourgeau

110 Planning Commission- Next meeting July 20th.

111 Cable Commission-No report.

112 Polly Ann Trail-No July meeting.

113 DDA-Report from Ashley Ross.
114

115 **13.) MANAGER, STAFF, & ATTORNEY REPORTS**

116
117 **14.) COUNCIL COMMENTS**

118
119 **15.) ADJOURNMENT:**

120 **MOTION:** by Cooke/Kemp to adjourn at 8:20 p.m. All in favor. Motion adopted.
121

122
123 

124 Respectfully Submitted,
125 Teresa L. Onica, Recording Secretary


Kelsey Cooke, President