

**OXFORD VILLAGE COUNCIL
SPECIAL MEETING MINUTES**

*Village Council Members: David Bailey, Sue Bossardet, D. Erik Dolan, Maureen Helmuth,
Joe Frost*

22 West Burdick Street Community Room Oxford, MI 48371	January 25, 2018	6:30 pm
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CALL TO ORDER

President Pro-Tem Dolan called the meeting to order at 6:30 p.m.

Council President Pro-Tem Dolan led the Pledge of Allegiance.

ROLL CALL

Members Present: Bailey, Dolan, Helmuth & Frost

Members Absent: Bossardet will be tardy

Staff Present: Village Attorney Robert Davis, Village Manager Joseph M. Madore

MOTION TO EXCUSE MEMBER ABSENCE

MOTION

Motion by Dolan, seconded by Frost, to excuse Member Bossardet who will be tardy. Voice Vote. In Favor: Frost, Helmuth, Bailey and Dolan. Opposed: None. Absent: Bossardet.

APPROVAL OF AGENDA

MOTION

Motion by Helmuth, seconded by Frost to approve the Agenda as presented. Voice Vote. In Favor: All, Opposed: None. Absent: Bossardet.

CALL TO PUBLIC – NON-AGENDA ITEMS

None

NEW BUSINESS

Council considered and reviewed rolls, responsibilities and duties for new Village Manager. Attorney Davis noted all of the Council request and discussions of the duties etc. Attorney Davis will take the notes from the discussion and incorporate them into a resolution for the next regularly scheduled Council meeting.

Council President Bossardet arrived about 6:45 p.m. while this discussion was taking place.

PUBLIC COMMENTS

None.

MANAGER AND ATTORNEY REPORTS

Manager Madore shared some thoughts on the Manager duties and some ideas for how he plans on preparing the upcoming budget.

Attorney Davis reemphasized that he thinks the discussion was good and that he will have the items discussed in a resolution form at the next regularly scheduled Council meeting.

COUNCIL COMMENTS

None

ADJOURN

MOTION

Frost moved, Helmuth seconded to adjourn the meeting at 7:13 p.m. YES: All. NAYES: None. Motion Carried. Absent: none

Meeting adjourned at 7:13 p.m.

Respectfully submitted,

Joseph M. Madore
Village Manager.

Village Manager

Village President