

**OXFORD VILLAGE COUNCIL  
REGULAR MEETING MINUTES**

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

<b>22 West Burdick Street Oxford, MI 48371</b>	<b>March 27, 2018</b>	<b>6:30 pm</b>
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**CALL TO ORDER**

President Bossardet called the meeting to order at 6:35 p.m.

**ROLL CALL**

Members Present: Bossardet, Helmuth, Bailey, Frost, Dolan

Members Absent: None

Staff Present: Village Manager Joseph Madore, Assistant Manager Drew Benson, Public Works Superintendent Don Brantley, Police Chief Mike Solwold; Police Sergeant Clint Ascroft

**APPROVAL OF AGENDA**

**MOTION**

Motion by Dolan, seconded by Frost, to approve the agenda for the Village Council Regular Meeting for Tuesday, March 13, 2018 as presented.

Voice Vote.

In Favor: All. Opposed: None.

Motion Carried.

**PRESENTATIONS**

None.

**PUBLIC HEARINGS:**

None.

**CALL TO PUBLIC – NON AGENDA ITEMS**

Walt Barken of the Lone Ranger Committee rose to discuss the Lone Ranger Festival and to request the first Saturday in August, August 4<sup>th</sup>, for the downtown parade in conjunction with the Lone Ranger Festival.

Village Manager Madore indicated that the Village administration has had discussions with representatives of the Lone Ranger Committee in the past few weeks. Madore added that administration is working on a Special Event Application for situations like this, and would bring that application form to Council for them to approve for use. This form would then be given to applicants to be considered by Council in the future.

Susan Shurr of the Lone Ranger Committee rose to speak, and noted that the Lone Ranger Committee needs to confirm the date as soon as possible.

Council Member Dolan stated that this topic should be placed on the next Council agenda for consideration.

**CONSENT AGENDA:**

**A. Receive and File Items**

- i. Correspondence
- ii. Letters, Reports, and Minutes

**MOTION**

Motion by Dolan, seconded by Helmuth, to receive and file item 8.A as presented

Voice Vote.

In Favor: All. Opposed: None.

Motion Carried.

**B. Approval Items**

- i. Approval of Minutes:
  - a. Regular Meeting Minutes of March 13, 2018
- ii. Bills – \$32,765.33

**MOTION**

Motion by Dolan, seconded by Bailey to approve the items under consent agenda section 8.b.i.1 & 8.b.ii as presented, including the bills in the amount of \$32,765.33.

Roll Call

In Favor: Bossardet, Helmuth, Frost, Bailey, Dolan. Opposed: None.

Motion Carried.

**UNFINISHED / OLD BUSINESS**

- a. Discussion Regarding Snow Removal Ordinance

Assistant Village Manager Benson introduced the topic, noting that based on the discussion at the previous Council meeting, there was a desire to have an ordinance in place to remove snow on private property that property owners are not compliant with removing per the existing ordinance requirements.

Council President Bossardet indicated she had requested this item be brought to Council, and noted that the Village needs to have an ordinance of this nature in place in order to keep the Village navigable for the pedestrians, and to deal with uncompliant property owners.

Council discussed the presented ordinance draft, and discussed Council's preference for the research done in developing such an ordinance. Administration and the Village Attorney provided their feedback as well. Council indicated they would like to have the Village Attorney provide an updated draft with comparable ordinances from other communities.

**MOTION**

Motion by Dolan, seconded by Helmuth to set aside the topic of discussion regarding snow removal ordinance.

Voice Vote

In Favor: Helmuth, Frost, Bailey, Dolan.

Opposed: Bossardet.

Motion Carried.

## **NEW BUSINESS**

- A. Council Consideration of Susan Oles for Appointment to the Oxford Downtown Development Authority Board of Directors.

Council President Bossardet introduced the topic, noting that the Oxford Downtown Development Authority (DDA) Board of Directors had interviewed Susan Oles to fill a vacancy on the DDA board, and recommended her for appointment by the Oxford Village Council.

Susan Oles rose to speak, and introduced herself while explaining her background and interest in the position.

Council Member Frost asked Ms. Oles about her experience serving on boards and commissions, her desire to serve on this board, her priorities for the downtown district, and the experiences that she would bring to this board. Ms. Oles outlined her answers to Frost's questions.

### **MOTION**

Motion by Helmuth, seconded by Bailey to approve the appointment of Susan Oles to the Oxford Downtown Development Authority Board of Directors.

Councilmember Frost discussed the Village ordinances that outline the appointment process to the Oxford DDA board and the responsibility of the Village President to do such appointments.

Voice Vote

In Favor: Bossardet, Helmuth, Frost, Bailey, Dolan.

Opposed: None.

Motion Carried.

- B. Council Consideration of Administrative Recommendations Regarding Employee Health Insurance Program

Village Manager Madore introduced the topic, noting that the Village administration has had on-going discussions with the Village's employees regarding the health insurance programs offered by the Village. In an effort to address some of the issues posed by the employees, and in an effort to decrease the cost of providing health insurance to employees, the Village administration has engaged with a variety of health insurance brokers to get bids for a new health insurance program. Madore outlined the proposals that have been received, and indicated that he has discussed the provided options with the employees and their union representatives and received positive feedback.

Council provided a series of questions for Madore regarding how this proposed change would change the deductibles for employees. Madore indicated it would not significantly change any costs for employees or the Village, and would decrease the overall costs and also streamline the process for the employees, making it easier to utilize the benefits provided.

**MOTION**

Motion by Dolan, seconded by Frost to adopt the resolution provided by Manager Madore to change healthcare providers from COPS and Optimed Gap insurance, plus the HRA reimbursement; to the Blue Cross Blue Shield PPO plus the specified HSA contribution plan for the specific purposes of saving the Village \$29,252.76 and simplifying and streamlining the insurance utilization process for employees.

Roll Call

In Favor: Bossardet, Helmuth, Frost, Bailey, Dolan.

Opposed: None.

Motion Carried.

Madore indicated that the transition process would take a few months, but should be in place by July 1, 2018.

C. Discussion regarding Volunteers at Flower Patch at Scripser Park

Village Manager Madore introduced the topic, noting that the Village has received a request from a community group to plant flowers at Scripser Park, and wanted to know what approvals they need to do so. Madore indicated that the Village's liability coverage does extend to volunteers, but the workers compensation coverage does not. Village Attorney Davis indicated that the liability exposure is limited, and he would recommend allowing volunteers to perform services.

**MOTION**

Motion by Helmuth, seconded by Frost to receive and file item 10 C

Voice Vote

In Favor: Bossardet, Helmuth, Frost, Bailey, Dolan. Opposed: None.

Motion Carried.

**ITEMS REMOVED FROM CONSENT AGENDA (FROM ITEM 7)**

None.

**PUBLIC COMMENT**

None.

**MANAGER, STAFF, & ATTORNEY REPORTS**

Village Manager Madore indicated that he has copies of a draft Special Event application for Council to review in advance of their next meeting.

Assistant Village Manager Benson indicated that the Village has an upcoming Zoning Board of Appeals meeting on Monday, April 2<sup>nd</sup> for consideration of a Dimensional Variance at 145 S. Washington, and invited anyone who is interested to reach out to the Village for more information.

Village Manager Madore discussed the recent ordinance code enforcement activities, water and sewer rate information from Oakland County, recent developments with the M-24 road reconstruction project, and the AT&T Franchise agreement.

Assistant Village Manager Benson also noted that the Village's Planning Commission will be holding a public

hearing on Tuesday, April 3<sup>rd</sup> for a special land use sign application from 51 S. Washington Suites F & G.

### **COUNCIL COMMENTS**

Councilmember Frost thanked those individuals in attendance for coming, and welcomed more public participation.

Councilmember Bailey welcomed more people to come to the Council meetings in the future.

Councilmember Dolan thanked the Village's staff for their hard work.

Council President Bossardet asked what Council needs to do to put more bite into the ordinance code enforcement activities of the Village. Village Attorney Robert Davis indicated that the Village can adopt an ordinance enforcement policy.

Council President Bossardet also outlined the recent activities of the Polly Ann Trail Management Council, including a new sign on the bridge, National Trail Day which will be in June, and the allowance of certain electric bicycles on the trail.

### **CLOSED SESSION**

None.

### **ADJOURNMENT**

#### **MOTION**

Motion by Helmuth, seconded by Dolan, to adjourn the meeting at 7:20 p.m.

Voice Vote

In Favor: All. Opposed: None.

Motion Carries.

Respectfully submitted,

Drew Benson  
Recording Secretary

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Recording Secretary

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Village President