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**OXFORD VILLAGE COUNCIL  
REGULAR MEETING MINUTES**

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

22 West Burdick Street  
Oxford, MI 48371

July 10, 2018

6:30 pm

- 1.) **CALL TO ORDER:** President Bossardet called the meeting to order at 6:30 p.m.
- 2.) **Pledge of Allegiance & Moment of Silence**
- 3.) **ROLL CALL** Attendance Members Present: Bossardet, Helmuth, Bailey, Dolan, Frost. Absent: None.  
*Staff Present: Village Manager Joseph Madore, Clerk/Treasurer/Recording Secretary Tere Onica, Village Attorney Robert Davis, Assistant Village Manager Drew Benson, Oxford Police Chief Mike Solwold,*
- 4.) **APPROVAL OF AGENDA** July 10, 2018  
**MOTION:** by Helmuth/Frost, to approve the agenda for the Village Council Regular Meeting for Tuesday, June 26, 2018 as presented. All in favor. Motion Carried.
- 5.) **CALL TO PUBLIC** – Non-agenda items.
- 6.) **CONSENT AGENDA:**
- a.) Receive and File Items
    - i. Correspondence
    - ii. Letters, Reports, and Minutes
      - 1.) Public Works Report-June 2018
      - 2.) Police Report-June 2018
      - 3.) Ordinance Enforcement Report \_ June 2018
  - 1) Monthly Budget Report and Budget Amendments  
**MOTION:** by Helmuth/Frost, amended by Dolan to receive and file the Consent Agenda items under 6.a. except for 6.a.ii.3, Ordinance Enforcement report to be received and filed under Agenda Item 11.  
**Roll Call Vote:** Ayes: - Frost, Helmuth, Bailey, Dolan, Bossardet. Nays: 0. Absent: 0.
  - b.) Approval Items:
    - i. Approval of Minutes: June 26, 2018 & Closed Session June 26, 2018
    - ii. Bills – \$449,806.09
    - iii. Budget Amendments: None.**MOTION:** by Helmuth/Frost to approve the items under Consent Agenda 6.b. as presented,  
**Roll Call Vote:** Ayes: 5; Bossardet, Helmuth, Bailey, Dolan, Frost. Nays: 0. Motion Carried.
- 7.) **PRESENTATIONS:** None
- 8.) **PUBIC HEARINGS:** None.
- 9.) **UNFINISHED / OLD BUSINESS:** None.
- 10.) **NEW BUSINESS:**
- a.) **RESOLUTION # 2018-16, Village of Oxford to Enter into a Real Property Sale** of Village Property by placing village owned parcel PO 04-22-381-003 on the November 6, 2018 ballot.  
**Discussion:** Bossardet gave the history and background for the identified parcel as being donated to the village with the understanding that the property was to be used for senior housing. No taxpayer dollars have ever been used on or for the property. She called for further investigation before council action. Village attorney explained that the property could not be developed for two years and even then, it could not be used for the purpose it was originally intended due to zoning and building requirements. The deadline for a ballot proposal is August 14<sup>th</sup> to be placed on the November 2016 ballot. Action on

52 Resolution 2018-16 is not a vote to sell, but to receive the right to do so. Dolan commented that he did  
53 not subscribe to giving away tax payer dollars but recognized council's responsibility to exercise due  
54 diligence. Legal documents defining the specificity and conditions of the sale will factor into any future  
55 decision. Dolan believed acting in the best interests of the village required council action under the  
56 circumstances pending further investigation. Assistant Village Manager pointed out this property had  
57 originally been included and approved for sale in a previous year but had inadvertently been separated  
58 from the filing for the ballot question permitting the right to sell this, and three other properties near  
59 and adjacent to this parcel.

60 **MOTION:** by Dolan/Frost, to approve Resolution 2018-16 as presented.

61 **Roll Call Vote:** Ayes: 3- Frost, Bailey, Dolan. Nays: 2- Helmuth, Bossardet. Absent: 0. Resolution 2018-16  
62 adopted by a majority of the council present and voting.

63  
64 **b.) Consideration of Special Event application # 2018-1: Lone Ranger Festival.**

65 **Discussion:** the Village Manager informed the council that he met with the Lone Ranger organizers on  
66 clarification of the following minor issues: the location of the bounce house and concerns over the placement  
67 of the weight and size of a large trailer that could potentially damage the parking lot, or it being placed in  
68 proximity of a sidewalk. Dolan inquired on Proof of Insurance to remove the village of any liability. Rod  
69 Charles from the DDA responded on behalf of the Lone Ranger event that the insurance rider was covered  
70 under the DDA as a co-sponsor of the event at no additional cost to the DDA, approved by resolution at a  
71 regular meeting of the DDA. Bossardet asked that there be a DPW contact person for the event to handle  
72 complaints during the event.

73 **MOTION:** by Dolan /Helmuth, to approve application 2018-01: Lone Ranger Festival subject to addressing  
74 legal concerns involving the insurance rider with review and verification by the village attorney and village  
75 manager for final approval and with oversight of any other outstanding issues.

76 **Roll Call Vote:** Ayes: 5- Frost, Bailey, Dolan, Helmuth, Bossardet. Nays: 0. Absent: 0. Application 2018-1  
77 approved by a majority of the council present and voting.

78  
79 **c.) Consideration of Special Event application # 2018-2: Magic in the Park.**

80 **Discussion:** Magic in the Park is scheduled for Aug. 28<sup>th</sup> and is subject to the same Special Event  
81 procedures and requirements as above. Nicole Ellsworth of the 51 Diner was present and aware of proof of  
82 insurance needed for the event with Special Event application review and final approval by the village  
83 manager.

84 **MOTION:** by Dolan/Frost, to approve application 2018-02 stipulating all required documentation be filed prior  
85 to the event including proof of insurance, to be reviewed and approved by the village manager. All in favor.  
86 Motion Carried.

87  
88 **11.) ITEMS REMOVED FROM CONSENT AGENDA (FROM ITEM 7)**

89 **Ordinance Officer Activity Report:** Dolan inquired on the status of 200 Oxford Lakes and the continuing  
90 IPMC issue. A reminder letter was sent to owner on deadline to respond. The next action will be to issue a  
91 citation if the deadline is not met.

92 **MOTION:** by Helmuth/Frost to file and receive item 11 removed from Consent Agenda 6.a.ii.3, Ordinance  
93 Enforcement Report-June 2018. All in favor. Motion carried.

94  
95 **12.) PUBLIC COMMENT-None.**

96  
97 **13.) MANAGER, STAFF, & ATTORNEY REPORTS**

98 Village Manager - apologized to council members for not directly notifying them concerning a recent court  
99 ruling of an ongoing village lawsuit reported by the local newspaper prior to their knowing. Madore  
100 intimated that scenario should not have happened. Information on the following was provided: 2018 Water  
101 Quality Report, Leader Dog fundraiser capstone project in conjunction with the DDA Concerts in the Park.

102 Participant filed as official DDA volunteer. Parking lot reconstruction meeting with Don Brantley discussed  
103 drain structures, driveways, parking lot - awaiting engineering estimates for future agenda. Permit for  
104 demolition - waiting on utility disconnects. Nickel & Saph Insurance - subrogating against driver's insurance  
105 seeking restitution for damage to parking lot light pole. Village employee Kim Dawe's father passed away  
106 suddenly last week.

107  
108 Assistant Village Manager reported on the Weckle development project issue on setbacks needing minor  
109 changes per zoning ordinance. Parking lot on target for November completion. 56 properties needing  
110 Backflow Prevention Device inspections have been mailed letters-deadline is August 13<sup>th</sup>. Report to MDEQ  
111 expected in September.

112  
113 **14.) COUNCIL COMMENTS**

114  
115 Council Member Dolan welcomed news on Supreme Court Justice nominee, is keeping eye on news and looking  
116 forward to the appointment, cementing a conservative jurist dedicated to upholding the constitution as written.

117  
118 Council President Bossardet inquired on progress of selling lights stored in the garage. It was reported to be not an  
119 easy sell as expected.

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121 **15.) CLOSED SESSION: None**

122  
123 **16.) ADJOURNMENT**

124 **MOTION:** by Helmuth /Frost to adjourn. With no further business to discuss meeting adjourned at  
125 7:13 p.m. All in favor. Motion Carried.

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128 Respectfully submitted,

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132 Teresa L. Onica  
133 Recording Secretary

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Recording Secretary

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Village President