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**OXFORD VILLAGE COUNCIL
REGULAR MEETING MINUTES**

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

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22 West Burdick Street Oxford, MI 48371	July 24, 2018	6:30 pm
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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, Bailey, Frost, Helmuth (late arrival). Absent: Dolan.
Staff Present: Village Manager Joseph Madore, Clerk/Treasurer/Recording Secretary Tere Onica, Police Chief Mike Solwold,

MOTION: by Frost/Bailey excusing Dolan and Helmuth. All in favor. Motion Carried.

4.) **APPROVAL OF AGENDA** July 24, 2018

MOTION: by Frost/Bailey, to approve the Tuesday July 24 agenda as presented. All in favor. Motion Carried.

5.) **CALL TO PUBLIC** – Non-agenda items.

- Kathy Denomme, 927 Abingdon-Opposes proposed fines in the snow ordinance. Believes they are too extreme for the offense and will be hard to collect. Will effect people working late, on vacation, ill, etc. unable to clear within time constraints.
- Rose Bejma, 75 Pearl St., ZBA member has resigned. Asked for applications to fill vacancy.

6.) **CONSENT AGENDA:**

a.) Receive and File Items

i. Correspondence: None

ii. Letters, Reports, and Minutes

1.) Dayton Street Properties Update

iii. Monthly Budget Report and Budget Amendments: None.

MOTION: by Frost/Bailey, to receive and file the Consent Agenda items under 6.a. as presented.
Motion carried by majority of council present and voting.

b.) Approval Items: (roll call vote with bill amount)

i. Approval of Minutes: June 10, 2018 regular meeting.

ii. Bills – \$211,158.41

MOTION: by Frost/Bailey, to receive and file Consent Agenda items under 6.b. as presented.
Motion carried by majority of council present and voting.

Helmuth arriving at 6:40 pm.

7.) **PRESENTATIONS:** None

8.) **PUBIC HEARINGS:** Snow Removal Ordinance

MOTION: by Frost/Bailey to open the Public Hearing at 6:40 pm. All in favor. Motion carried.

Villager Manager explained the ordinance pertains more to the commercial district rather than residential. A correction was made to Item 2. The ordinance is a framework to establish a good snow removal policy. It is a starting point to address problems and can be amended at any time.

- Kathy Denomme-Asked for clarification pertaining to driveways and/or sidewalks. Expressed concerns. Asked for compassion. Opposed proposed fee structure as a hardship.
- Sue Bossardet- Last year the village received a lot of complaints on sidewalks not being shoveled

52 specifically mentioning downtown merchants. Safety concerns over pedestrian traffic in street due to
53 uncleared walks. Sue felt VOO has flexibility to handle discussed circumstances.

- 54 • Glen Denomme-Works in Detroit, leaves at 5:30 am. Commute home in winter can be up to 4-
55 hours. Would be unable to clear walk in that scenario. Noise ordinance would be violated if cleared
56 before work. Bigger problem is garbage can eyesore- cans left at curb or stored in front of house.
- 57 • Joe Frost- Agreed with time concern. Thought \$150 fee was reasonable for commercial district, not
58 residential.
- 59 • Maureen Helmuth- compared old snow ordinance with new finding new language regarding snow
60 fall more lenient.

61
62 With no more public comments the public hearing closed at 6:52 pm

63 **MOTION:** by Helmuth/Frost to close public hearing. All in favor. Motion carried.

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65 **9.) UNFINISHED / OLD BUSINESS:** First Reading of Proposed Snow Removal Ordinance

66 **MOTION:** by Helmuth/Bailey to approve the first reading of the Snow Ordinance.

67 **Roll Call Vote:** Ayes: 4. Frost, Helmuth, Bailey, Bossardet. Nays: 0 Absent: 1, Dolan. Motion carried.

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69 **10.) NEW BUSINESS:**

70 a.) **Consideration of Planning Commission Appointment-** Leslie Pielack, 74 Dennison appeared
71 before council regarding her application for Planning Commission appointment reviewing qualifications
72 and experience. Leslie thought the biggest challenges facing the Village of Oxford were growth and
73 meeting community needs.

74 **MOTION:** by Helmuth/Frost, to appoint Leslie Pielack to fill a vacant seat of the Planning Commission,
75 effective immediately through November 2018. All in favor. Motion carried.

76
77 b.) **Special Event application # 2018-03:** The Oxford Tap. -Application, event fee and proof of
78 insurance have all been submitted for a car wash fundraiser for local cheer group on Sunday, July 29th 1:00
79 pm-5:00 pm. DPW and Police department reported no issues/concerns regarding the proposed area.

80 **MOTION:** by Frost/Helmuth to approve Special Event Application 2018-03 for July 29th at The Oxford Tap as
81 presented. All in favor. Motion carried.

82
83 c.) **Consideration of contract for Village Phone System:** Village Manager reported the on current
84 phone system. Software patches are no longer available and not much can be done to preserve its' lifespan.
85 The maintenance agreement of \$8,904.00 was cancelled in February. The savings on cancelling the
86 agreement is more than what the first year of the proposed system will cost. Madore explained bids were
87 solicited from several companies. Carriers SI was the only response. Avaya phone system is well-known and
88 widely used. Cost for phones, system, and training is \$268/month for a five-years including the maintenance
89 agreement. We would continue service with AT&T outside of the building, but the system works off our
90 network inside the building.

91 **MOTION:** by Helmuth/Bailey, to set aside new phone system purchase pending receipt of additional bids from
92 two other companies. All in favor. Motion Carried.

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94 **11.) ITEMS REMOVED FROM CONSENT AGENDA** (Item 6). None.

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

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

99 Village Manager - Reported the LED lighting project is nearly complete. 2018 Water Quality report due
100 Oct. 1st was sent to the DEQ. Scott Jones submitted his resignation to the ZBA. New Health Insurance
101 Program is going well. Old claims hang over in the settlement of old billings. Chamber and DDA are office

102 swapping. Chamber to pay additional \$50/month for bigger office. Chamber requested a 24-month
103 agreement. Manager putting something together for consideration at next meeting.

104
105 Police Chief- reported on dispatch incident and communication from council member Eric Dolan troubled
106 by response time. A complaint was lodged where there was no call for service on official channels. Some
107 residents may communicate with officers on a personal cell. Chief working on policy for dispatch to avoid
108 repeating incident. Chief wants to be open and available to public and avoid confusion. Residents should
109 call 9-1-1 dispatch to keep open communication. Village Manager investigated incident and put together a
110 report if council members would like to come into office to discuss.

- 111
112 **14.) COUNCIL COMMENTS:** Council members want clear protocol for residents to contact police
113 department. Residents should not go around police department by directing personal complaints at council.
114
 - 115 • Bossardet reported she is not seeking re-election to the Village Council. Three people have filed.
116 Three seats are open.
 - 117 • Bailey would like to see more candidates to meet future needs; anything can happen between now
118 and November.
 - 119 • Frost would like to see all board minutes (PC, ZBA, DDA, NOTA, Polly Ann, etc.) included in
120 council packets. Helmuth recommended they be available in the office upon request. Appointees can
121 report on committee activity hitting the highlights. Helmuth gave impromptu PC report. Also asked
122 about Census information.

123 **15.) ADJOURNMENT**

124 **MOTION:** by Frost/Helmuth to adjourn. With no further business to discuss meeting adjourned at
125 7:32 p.m. All in favor. Motion Carried.

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127
128 Respectfully submitted,

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130 Teresa L. Onica
131 Recording Secretary

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134 _____
Recording Secretary

Village President