

**OXFORD VILLAGE COUNCIL  
SPECIAL 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>June 4, 2018</b>	<b>6:00 pm</b>
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**CALL TO ORDER**

President Bossardet called the meeting to order at 6:00 p.m.

**ROLL CALL**

Members Present:                   Bossardet, Helmuth, Dolan

Members Absent:                   Bailey, Frost

Staff Present:                   Village Manager Joseph Madore, Assistant Village Manager Drew Benson, Village Attorney Robert Davis.

Council Member Helmuth proposed a motion to excuse Council Members Bailey and Frost’s absences from this meeting. The motion received no second and did not progress.

**APPROVAL OF AGENDA**

Village Attorney Davis requested that Council add a closed session item under MCL section 15.268 (h) to the agenda

**MOTION**

Motion by Dolan, seconded by Helmuth, to approve the agenda for Monday, June 4<sup>th</sup> as presented, with the addition of a closed session item under MCL Section 15.268 (h).

Voice Vote.

In Favor: All.

Opposed: None.

Absent: Bailey, Frost.

Motion Carried.

**CALL TO PUBLIC – NON AGENDA ITEMS:**

None.

**BUSINESS**

A. Council Interview of Clerk/Treasurer Candidate A – Laurena Stewart

Village Manager Madore introduced the candidate. Ms. Stewart introduced herself, explained her background and her desire to serve with the Village. Council asked Ms. Stewart a variety of questions related to her background, experiences, and qualifications in regard to the Clerk/Treasurer position.

B. Council Interview of Clerk/Treasurer Candidate B – Teresa Onica

Village Manager Madore introduced the candidate. Ms. Onica introduced herself, explained her background and her desire to serve with the Village. Council asked Ms. Onica a variety of questions related to her background, experiences, and qualifications in regard to the Clerk/Treasurer position.

**MOTION**

Motion by Dolan, seconded by Helmuth to take a 5 minute recess from the meeting at 7:03 p.m.

Voice Vote.

In favor: All.

Opposed: None.

Absent: Bailey, Frost.

Motion Carried.

The meeting resumed at 7:08

**PUBLIC COMMENT:**

None.

**COUNCIL COMMENTS:**

None.

**CLOSED SESSION:**

- a. Closed Session under MCL Section 15.268 (h)

**MOTION**

Motion by Dolan, seconded by Helmuth to enter closed session under MCL Section 15.268 (h) at 7:09 p.m.

Voice Vote.

In favor: All.

Opposed: None.

Absent: Bailey, Frost.

Motion Carried.

**MOTION**

Motion by Dolan, seconded by Helmuth to exit closed session at 7:50 p.m.

Voice Vote.

In favor: All.

Opposed: None.

Absent: Bailey, Frost.

Motion Carried.

**MOTION**

Motion by Dolan, seconded by Helmuth to instruct the Village Attorney to begin preparing a draft contract for the Clerk/Treasurer position for Council to review at a future meeting

Voice Vote.

In favor: All.

Opposed: None.

Absent: Bailey, Frost.

Motion Carried.

**ADJOURNMENT**

**MOTION**

Motion by Helmuth, seconded by Bailey, to adjourn the meeting at 7:51 p.m.

Voice Vote

In Favor: All. Opposed: None.

Motion Carries.

Respectfully submitted,

Drew Benson

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Recording Secretary

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Village President