

**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	October 23, 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:** With Moment of Silence.
- 3.) **ROLL CALL** Attendance Members Present: Bossardet, Helmuth, Dolan , Frost, Bailey. *Staff Present: Village Manager Joseph Madore, Clerk/Treasurer/Recording Secretary Tere Onica, Police Chief Mike Solwold.*
- 4.) **APPROVAL OF AGENDA:** October 23, 2018.
MOTION: by Frost/Helmuth to approve the October 23rd meeting agenda. All in favor. Motion Carried.
- 5.) **Presentations:** None.
- 6.) **Public Hearings:** None.
- 7.) **Call to Public for non-agenda items:** None.
- 8.) **CONSENT AGENDA:**
 - a.) **Receive and File Items:** None.
 - i. Correspondence
 - ii. Letters, Reports, and Minutes
 - b.) **Approval Items:**
 - i. Approval of Minutes: October 9, 2018 regular meeting minutes.
 - ii. Bills – \$54,939.08
 - iii. Monthly Budget Report and Budget Amendments-Attached
MOTION: by Dolan/Helmuth, to approve Consent Agenda items under (8)(b)(i) and (ii) Bills in the amount of \$54,939.08 and (8)(b)(iii) as presented.
ROLL CALL VOTE: Ayes: 5. Bossardet, Dolan, Helmuth, Frost, Bailey. Nays: 0. Absent: 0. Motion carried.
- 9.) **UNFINISHED / OLD BUSINESS:**
 - a.) **Consideration Regarding Special Event Application Cost Recovery** The council discussed the topic of charging event sponsors to recover Village cost for facilitating special events. Parades and community events are important, but the council has a fiduciary responsibility to the taxpayers. Priorities were discussed: sidewalk maintenance, parking lots, tree replacement etc.

Bill Dunn- addressed the council as formerly being on the DDA planning community events. Bill is in opposition to spending tax dollars on downtown events because spending gets out of hand and the DDA went broke spending \$50K in event planning. Helmuth noted parades are good for community morale and the village should honor veterans in the Memorial Day parade. The employees are doing their jobs directing

45 traffic and clean-up of the downtown area could not possibly cost \$30K.

46 **MOTION:** by Dolan/Frost to implement the previously approved cost recovery policy for
47 community events effective January 1, 2019. After further discussion Frost withdrew his
48 support of the motion. Bossardet then supported the motion for a roll call vote.

49 **ROLL CALL VOTE:** Ayes: 2. Dolan, Bossardet. Nays: 3. Helmuth, Frost, Bailey. Absent: 0.
50 Motion failed.

51 **MOTION:** by Frost/Helmuth to set aside the cost recovery policy to a future date
52 to allow the policy to come back before council with more detail on cost recovery. The
53 approved policy (prior May meeting) is scheduled to take effect January 1, 2019. Motion
54 carried with Bossardet opposing.

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56 **10.) NEW BUSINESS:**

57 a.) **RESOLUTION 2018-19, TAX OVERPAYMENTS:** The issue to address tax
58 reimbursements for tax overpayment was discussed. Cost and time to issue refunds are
59 typically captured by municipalities for amounts of \$5.00 or less.

60 **MOTION:** by Helmuth/Frost to approve Resolution 2018-19 as presented.

61 **ROLL CALL VOTE:** Ayes: 5- Bossardet, Dolan, Bailey, Helmuth, Frost. Nays: 0. Absent :0.
62 All in favor. Motion carried.

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64 b.) **ONE DROP MICRO BREWING LICENSE APPLICATION:** The Village Manager
65 explained that the applicant has applied for a Special Use under village ordinance. If, or
66 when approved, local government must recommend approval to the Liquor Control
67 Commission. This is a separate action from the application for Special Use to be decided
68 by the village planning commission.

69 **MOTION:** by Dolan/Frost to recommend Local Government Approval authorized by
70 MCL 436.1501, for One Drop Brewing Company LLC application to the Michigan
71 Department of Licensing and Regulatory Affairs Liquor License Control Commission a
72 new on-premises license classification as defined in MCL 436.1105(11) and MCL
73 436.1109(3)(3) . All in favor. Motion carried.

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75 c.) **REQUEST FOR LION'S TO USE BACK BUILDING FOR CAN FOOD DRIVE**
76 **MID-NOVEMBER TO MID-DECEMBER:** It was council consensus that the activity of
77 the Lion's Club coincides with the time-frame being allowed for other community activities
78 to utilize the garage. The village council has asked the garage stop being used for group
79 activities/worthy causes after December to be consistent with village policies and practices.

80 **MOTION:** by Helmuth/Frost to approve the request for the Lion's Club to use the back
81 building for can food drive from mid-November to mid-December. Motion carried with
82 Dolan opposing.

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84 **11.) ITEMS REMOVED FROM CONSENT AGENDA (Item 8):** None.

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86 **12.) CDBG APPLICATION FOR 2018-2019- SET PUBLIC HEARING DATE:**
87 Staff attended the Community Development Block Grant (CDBG) annual application
88 workshop on October 16th. A Public Hearing for eligible projects is required. Allocated
89 funds for the village are \$10,816.00. Notice/publication requirements must be met.

90 Application deadline is December 14th. The village manager recommended the Public
91 Hearing be set November 13th to allow staff time to meet the requirements of the
92 application. Resolution 2018-20 was presented for meeting publication requirements.

93 **MOTION:** by Dolan/Helmuth to approve Resolution 2018-20 as presented.

94 **ROLL CALL VOTE:** Ayes: 5. Helmuth, Frost, Bossardet, Dolan, Bailey. Nays: 0. Absent: 0.
95 Motion carried. Resolution 2018-20 declared adopted.

96 **MOTION:** by Helmuth/Frost to set the CDBG Public Hearing for Tuesday, November 13,
97 2019 at 6:30 p.m. to hear Public Comments on the CDBG Program Year 2019 for eligible
98 projects with a planning allocation in the amount of \$10,816.00, the final award figure from PY
99 2018. All in favor. Motion carried.

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101 **13.) PUBLIC COMMENT:**

- Bill Dunn- recognized Sue Bossardet for her exceptional service.

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104 **14.) MANAGER, STAFF, & ATTORNEY REPORTS:**

- Village Manager- Gave review of ongoing business. The Christmas Parade application will be on the next agenda. The Planning Commission will hold a special meeting on Tuesday October 30th at 7:00 pm to the One-Drop Brewing Special Use application and Site Plan review. Updates on the Weckle project. Other items reported: Rowe Engineering, Burdick Street and the M-24 project.
- Police Chief, Mike Sowold: Commented on Fire Department Halloween decorations. Thanked President Sue Bossardet for her support and many years of service to the community.
- DPW Supervisor, Don Brantley, also thanked Sue Bossardet for many years at the village and all her support.

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116 **15.) COUNCIL COMMENTS:**

- Sue Bossardet- Expressed deep appreciation with staff and council and the combined efforts of all parties to make the village a better place. She has enjoyed her involvement and working with others to improve life in the Village of Oxford. Sue acknowledged the Police and Fire Departments rescue efforts in her accident at the corner Burdick and M-24. She was extremely grateful and proud of the individuals who risk their own safety and are compassionate in helping others. Sue will never forget the courage and kindness of others that she experienced at the scene of her accident.
- The remaining council each shared their own personal gratitude to Sue for all that she has done for the village over the years.

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127 **16.) ADJOURNMENT:** With no further business to discuss meeting adjourned at 7:17 p.m.

128 **MOTION:** by Helmuth/Dolan to adjourn. All in favor. Motion Carried.
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131 Respectfully submitted,

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134 Teresa L. Onica, Recording Secretary