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**OXFORD VILLAGE COUNCIL
REGULAR MEETING MINUTES**

Village Council Members: David Bailey, Maureen Helmuth, Joe Frost, Katie Logan, Allison Kemp

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| 22 West Burdick Street Oxford, MI 48371 | February 12, 2019 | 6:30 pm |
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1.) **CALL TO ORDER:** President Joe Frost called the meeting to order at 6:32 p.m.

2.) **PLEDGE OF ALLEGIANCE:** With Moment of Silence.

3.) **ROLL CALL** Attendance Members Present: Bailey, Frost, Helmuth, Logan, Kemp.
*Staff Present: Village Manager Joseph Madore, Clerk/Treasurer/Recording Secretary Tere Onica,
Police Chief Mike Solwold, Attorney Bob Davis.*

4.) **APPROVAL OF AGENDA:** February 12, 2019.

MOTION: by Helmuth/Bailey to approve the February 12, 2019 meeting agenda. All present voting in favor. Motion Carried.

5.) **PRESENTATIONS:** None.

6.) **Public Hearing:** None.

7.) **PUBLIC COMMENTS:**

Kelly Arkles, 491 Thornhill Trail-M-24 Construction. Subdivision and traffic concerns.
Jeff Winner, 448 Sunset Blvd. Oxford Lakes options for handling traffic. Minimize with gate.
Brian Cloutier, Director of Oxford Public Library. Mural exhibit successful.

8.) **CONSENT AGENDA:**

a.) Receive and File Items:

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

MOTION: by Helmuth/Bailey to receive and file item (a.)(i), (ii). All present voting in favor.
Motion carried.

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

- i. Approval of Minutes: January 08, 2019 regular meeting minutes.
- ii. Bills: \$ 153,591.61
- iii. Monthly Budget Report and Budget Amendments

MOTION: by Helmuth/Logan, to approve Consent Agenda items under (8)(b)(i), (ii), and (iii); approval of the minutes, bills in the amount of \$153,591.61 as presented.

ROLL CALL VOTE: Ayes: 5 Frost, Helmuth, Logan, Bailey, Kemp. Nays: 0.
Absent: 0. Motion carried.

9.) **UNFINISHED / OLD BUSINESS:**

a.) **Beautification Commission Appointments:**

MOTION: by Frost/Helmuth to appoint Kathy Hummell and Michelle Klein to the Beautification Commission for a three-year term. All in Favor. Motion carried.

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b.) Planning Commission Appointment:

MOTION: by Frost/Bailey to appoint Kelsey Cooke to the Planning Commission.
All in favor. Motion Carried.

c.) Snow Ordinance Amendment First Reading- Attorney Davis reviewed changes proposed by council to the snow ordinance. Procedures and warning letters were discussed.
MOTION: by Helmuth/Bailey to accept the first reading of the snow ordinance and set the Public Hearing for March 12, 2019 at 6:30 p.m. or shortly thereafter.
Roll Call Vote: Ayes: 5 Helmuth, Logan, Bailey, Kemp, Frost. Nays: 0. Absent: 0. Motion carried.

d.) Event Expenses/repayments: The Village Manager gave background providing Minutes from April 10, 2018, Ordinance Section 6.19 Community promotional activities and a breakdown of employee hours and cost for the Christmas and Lone Ranger parades.
MOTION: by Logan/Helmuth to set-aside for future consideration. All in favor. Motion carried.

e.) Request for Facility Use Extension-robotics Team-Chief Solwold: Oxford School Robotics team would like to extend their use of the garage facility through the month of April.
MOTION: by Helmuth/Frost to extend the use of the garage facility to the Oxford School Robotics team until the end of April. All present voting in favor. Motion carried.

10.) NEW BUSINESS:

a.) Rotary Club Park collaboration on Village Properties:

The President of the Rotary Club requested a Memo of Understanding (MOU) from the village to move ahead in planning for the creation of two park areas in the northwest quadrant of the village adjacent to the Polly Ann Trail. The Rotary would like to build a playground and set aside additional area for a nature park with walking trails, benches, etc. The Village Manager referred to a map of the village owned area. The Rotary Club also has an opportunity to acquire a large gazebo asking the Village Council for clarification to determine if there is a place for the gazebo and to reach an understanding to move forward with their project/plans.

MOTION: by Frost/Helmuth authorizing the attorney to draft a MOU between the Village and Rotary to enable the Rotary to move forward with the park project plans. All in favor. Motion carried.

b.) Passport Recreation Grant Opportunity for Beach Retaining Wall:

Michigan Department of Natural Resources offers a grant that may be available to help fund indoor and/or outdoor recreation such as trails, picnic areas, beaches, campgrounds, boating access and fishing areas. The grant requires a minimum of 25% match but can score higher to receive an award for a higher match. Application must be submitted by April 1st and the grant requires a Public Hearing for public input.

MOTION: by Helmuth/Kemp set a public hearing for March 12, 2019 at 6:30 p.m. or shortly thereafter to allow for public input regarding the DNR Recreation Grant to

93 be used for public indoor and/or outdoor recreation. All in favor. Motion carried.
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95 **c.) Request for Permission to Treat Round Lake for Weeds in 2019 (non-financial) :**

96 Larry Obrecht, 545 Lakes Edge Dr. explained that the DNR passed a new requirement that all
97 property owners on a lake must give permission for the body of water to be treated and it must
98 be unanimous. The Village of Oxford is a parcel owner. The remainder of lake residents have
99 already given their permission for the lake to be treated.

100 **MOTION:** by Helmuth/Bailey to approve the treatment of weeds for Round Lake at no
101 cost to the village. All in favor. Motion carried.
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103 **d.) Stop sign Proposal:** Chief Solwold asked for two Stop signs to be installed at Pontiac and
104 Moyers Avenue. Cost is \$280.00. Painting of crosswalk is not included.

105 **MOTION:** by Frost/Helmuth to approve the purchase of two (2) stop signs for the
106 Pontiac/Moyers Ave. intersection. All in favor. Motion carried.
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108 **e.) 14 N. Washington Micro-Brewer License, Local Government Approval:** Tom and
109 Theresa Wrobel plan to open a Micro-Brewery, small winery and restaurant at 14 N.
110 Washington. The State Liquor Control Commission requires local approval on their
111 application to the State.

112 **MOTION:** by Helmuth/Bailey to approve the application for a 106A Permit needed to
113 operate a small winery, restaurant, micro-brewery at 14 N. Washington St. in the Village of
114 Oxford. All in favor. Motion carried.
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116 **f.) Resolution 19-04 State Historic Tax Credit Resolution of Support:** Mr. Frost presented
117 the Resolution supporting House Bill 4100 and Senate Bill 54 that provides incentive to
118 property owners to rehabilitate historic properties. The Tax Credit as proposed, will
119 positively impact residential and commercial real estate market values in the Village.

120 **MOTION:** by Logan/Helmuth to approve Resolution 19-04 in support of House Bill
121 4100 and Senate Bill 54. The Resolution will be sent to the parties listed.

122 **ROLL CALL VOTE:** Ayes: 5 Bailey, Kemp, Frost, Logan, Helmuth. Nays: 0. Absent: 0.
123 Motion carried.
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125 **11.) ITEMS REMOVED FROM CONSENT AGENDA (Item 8):** None.
126

127 **12.) PUBLIC COMMENT:**

128 Brian Cloutier, Rotary Club- the Rotary Club is a 501-C3 non-profit accepting donations.
129 Jeff Winner, 448 Sunset Blvd. Snow Ordinance questions.
130

131 **13.) MANAGER, STAFF, & ATTORNEY REPORTS:**

132 Village Manager- new website has glitches but is up and running.
133

134 **14.) COUNCIL COMMENTS**

- 135 • Helmuth- Outdoor Sales Display Ordinance amendment; Mr. Deeg served on the
136 Planning Commission for many years and did an excellent job for the village.
137 Helmuth praised Deeg for his efforts. Cable Commission lease. Township is ready

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to sign.

15.) Closed Session: Pending Litigation Follow Up

MOTION: by Logan/Helmuth to enter Closed Session at 7:57 p.m.

ROLL CALL VOTE: Ayes: 5 Kemp, Frost, Logan, Helmuth, Bailey. Nays: 0. Absent: 0.
Motion carried.

The following individuals were present for the Closed Session: Council members Frost, Bailey, Kemp, Helmuth, Logan. Also present: Attorney Robert Davis, Village Manager Joe Madore, Village Clerk/Treasurer/Recording Secretary, Police Chief Mike Solwold.

MOTION: by Helmuth/Frost to return to open session at 8:25 p.m. All in favor. Motion carried.

16.) ADJOURNMENT: With no further business to discuss meeting adjourned at 8:26 p.m.

MOTION: by Helmuth/Logan to adjourn. All present voting in favor. Motion Carried.

Respectfully Submitted,
Teresa L. Onica, Recording Secretary

President