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**OXFORD VILLAGE COUNCIL  
BUDGET WORKSHOP MEETING MINUTES**

*Village Council Members: Lori Bourgeau, Kelsey Cooke, Maureen Helmuth, Allison Kemp, Ashley Ross*

22 West Burdick Street  
Oxford, MI 48371

March 29, 2022

6:00 pm

- 1.) **CALL TO ORDER:** Council President Kelsey Cooke called the meeting to order at 6:00 p.m.
- 2.) **PLEDGE OF ALLEGIANCE:** With Moment of Silence.
- 3.) **ROLL CALL ATTENDANCE:** Members Present: Cooke, Kemp, Bourgeau & Ross. Absent: Helmuth (late arrival @ 6:43 p.m.). Staff Present: Village Manager Joseph Madore, Clerk/Treasurer/Recording Secretary, Tere Onica, Fire Chief Pete Scholz.
- 4.) **APPROVAL OF AGENDA:** March 29, 2021.  
**MOTION:** by Ross/Bourgeau to approve the March 29,2022 meeting agenda. All in favor. Motion adopted.
- 5.) **CALL TO PUBLIC:** Brian Cloutier asked about the way finding signs for M-24 that were not replaced by MDOT after the Streetscape Project.
- 6.) **NEW BUSINESS:**
- a. **Request From Resident to Install New Oxford Strong, Ribbons on M-24**  
Discussed with community. Consensus was not to display Oxford Strong ribbons along M-24 corridor. Will revisit in the fall.
- b. **DDA Vacancy Appointment Consideration : Angie Green of Evergreens Café**  
**MOTION:** by Cooke/Kemp to approve the appointment of Angie Green of Evergreens Café to the DDA to replace Justin Wilcox immediately. Ms. Green’s partial term expires the end of 2022.  
**Roll Call Vote:** Ayes: 4. Bourgeau, Kemp, Ross, Cooke. Nays: 0. Absent: 1. Helmuth. Motion adopted.
- c. **Resolution 22-03, Stars of Hope USA Grant Application**  
Memo presented by council member Ross regarding program. It involves a collaboration of many parties that comprise the Michigan Association of Art Therapists (MAAT). The grant application must be submitted by April 1, 2022. The program will be under the oversight of MAAT. Asking Village of Oxford to be the fiscal agent. Wooden “Stars” and shellacking will be provided by Stars of Hope.  
**MOTION:** by Cooke/Bourgeau to approve Resolution 22-03, Stars of Hope USA as presented authorizing council member Ross to apply for a grant in the amount of \$7,050.00 which will be used for construction, boxing, and digitization of the display with a \$500.00 contingency commitment from the DDA fund for any unanticipated overages. The artwork will be displayed in the empty lot located at 15 N. Washington St. in the northeast quadrant of the downtown area also used for the Village Farmer’s Market.  
**Roll call vote:** Ayes: 4. Kemp, Bourgeau, Cooke, Ross. Nays: 0. Absent: 1. Helmuth. Resolution 22-03 is adopted.
- d. **Resolution 22-06, Support for Federal Fund Request for Watermain/Streets Via U.S. Representative Slotkin**  
*Council member Maureen Helmuth arriving at 6:43 p.m.*

48 Discussion on applying for Federal Funds to help cover cost related to State mandated  
49 upgrades to village watermain. Funds to be applied for through Michigan Representative  
50 Slotkin's Community Project Funding Initiative. Letters of support from the community are  
51 helpful in receiving awards.

52 **MOTION:** by Cooke/Ross to authorize the Village Manager as agent of the Village of  
53 Oxford, to apply for Representative Slotkin's Community Project Funding Initiative,  
54 approving Resolution 22-06, striking the last Whereas statement from the presented  
55 resolution.

56 **Roll Call Vote:** Ayes: 5. Helmuth, Ross, Bourgeau, Kemp, Cooke. Nays: 0. Absent: 0.  
57 Resolution 22-06 is adopted.

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59 e. **Contractor Recommendation by Rowe for Watermain and Street Project**

60 Rowe Engineering was approved to oversee the 2022 street paving and water main project.  
61 Two (2) bids were received. The low bidder was Waldorf and Sons, Inc. for a total of  
62 \$652,834.75; thirteen percent lower than the other bid total.

63 **MOTION:** by Cooke/Helmuth to accept the recommendation of ROWE Engineering and  
64 approve the 2022 Street Paving and Water Main Project bid from Waldorf and Sons, Inc. in  
65 the amount of \$652,834.75 as presented.

66 **Roll Call Vote:** Ayes: 5. Bourgeau, Kemp, Helmuth, Ross, Cooke. Nays: 0. Absent: 0.  
67 Motion adopted.

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69 f. **Budget Workshop:** Village Manager presented General Fund budget. Discussion on  
70 revenues/anticipated expenditures. Police Department request to hire another full-time officer.  
71 This will conversely reduce the part-time salary currently reflected in the police department  
72 budget. Police Chief recommends purchase of a new vehicle within the next year or two. DPW  
73 would like to return staffing to 2012 level by adding another employee and retaining a part-time  
74 summer position.

75  
76 Discussion on funding capital projects, use of Marijuana MRTMA Retail revenue from the State  
77 of Michigan based on the number of licenses issued.

78  
79 Bond Debt schedule was presented and briefly discussed. Brief discussion on future planning,  
80 staffing and wages, village offices and parking lot. Manager will continue budgeting and get  
81 revisions to council prior to April meeting. Next budget meeting scheduled for Wednesday,  
82 April 20, 2022, at 6:00 p.m. in the Community Room.

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84 7.) **PUBLIC COMMENT:** None

85 8.) **MANAGER, STAFF, & ATTORNEY REPORTS:** None.

86 9.) **COUNCIL COMMENTS**

87 10.) **ADJOURNMENT:**

88 **MOTION:** by Cooke/Helmuth to adjourn at 8:40 p.m. All in favor. Motion carried.

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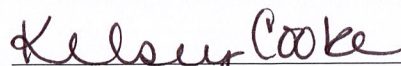
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Respectfully Submitted,  
Tere Onica, Clerk/Treasurer



Kelsey Cooke, President