

**OXFORD VILLAGE COUNCIL
REGULAR MEETING MINUTES**

Village Council Members: David Bailey, D. Erik Dolan, Maureen Helmuth, Joe Frost, Katie Logan

22 West Burdick Street Oxford, MI 48371	November 27, 2018	6:30 pm
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- 1.) **CALL TO ORDER:** President Joe Frost called the meeting to order at 6:30 p.m.
- 2.) **PLEDGE OF ALLEGIANCE:** With Moment of Silence.
- 3.) **ROLL CALL** Attendance Members Present: Bailey, Dolan, Frost, Helmuth, Logan. Absent: 0. *Staff Present: Village Manager Joseph Madore, Clerk/Treasurer/Recording Secretary Tere Onica, Police Chief Mike Solwold, Attorney Bob Davis.*
- 4.) **APPROVAL OF AGENDA:** November 27, 2018.
MOTION: by Helmuth/Dolan to approve the November 27, 2018 meeting agenda. All in favor. Motion Carried.

5.) **PRESENTATIONS: Brian Camiller, Plante Moran Report-** Mr. Camiller provided an update on work performed for the Village of Oxford to date. Observations and recommendations for additional accounting services were offered. Due to the significant time spent correcting past issues, 21 hours were dedicated to fixing accounts, efficiencies and reconfiguring software to utilize full functionality. Camiller recognized a significant turnover in key personnel. New employees inherited antiquated and inefficient processes with a heavy backlog of catch up work. Camiller reported similar accounting issues in many municipalities. His staff provides services throughout Michigan and across the country. This division of Plante works exclusively Villages, Townships, Counties, School Districts, Cities and State governments.

- 6.) **PUBLIC HEARING:** CDBG Call for Projects.
MOTION: by Dolan/Helmuth to open the Public Hearing at 6:42 p.m. All in favor. Motion carried.

PUBLIC COMMENTS:

Randy Guwer, Lake Orion- Representing Oxford Orion Fish Food Pantry, servicing Oxford Township, the Village of Oxford, Orion Township and Village, and Addison Twp. Last year distributed about 8,000 pounds of food to the village residents. Volunteers work in the food pantry and distributes food to needy residents, Thanksgiving meals, Christmas gifts and Easter meal. People qualify under economic threshold 200% of federal poverty level and residency boundaries. He requested continued funding support for serving the community.

Wendy Powers from Haven of Oakland County, Domestic Violence and Sexual Assault Center located in Pontiac, presented information on services giving specific data on Village of Oxford residents receiving assistance from Haven. Crisis support line, provide temporary shelter, social action program, resource room, education, etc. Request was for support to help more families in the Village of Oxford. Haven assists domestic violence and sexual assault victims by helping victims escape abuse and providing haven.

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Rose Bejma, Pearl St., stated sidewalk replacement is needed for several neighborhoods that would qualify.

With no further public comments, the Public Hearing closed at 6:52 p.m.

7.) PUBLIC COMMENTS: Village issues of concern.

Wojciech Kasiukiewicz, 52 Glaspie Street- Ordinance violation parking motor home on property.

8.) CONSENT AGENDA:

- a.) Receive and File Items:
 - i. Correspondence
 - ii. Letters, Reports, and Minutes
- b.) Approval Items: (roll call vote with bill amount)
 - i. Approval of Minutes: November 13, 2018 regular meeting minutes.
 - ii. Bills: \$42,209.35.
 - iii. Monthly Budget Report and Budget Amendments-None.

MOTION: by Dolan/Bailey, to approve Consent Agenda items under (8)(a)(i) and (ii), and (8)(b)(i), approval of the minutes, and (ii) bills in the amount of \$42,209.35 as presented.

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

9.) UNFINISHED / OLD BUSINESS:

- a.) **Purchase Policy Update:** R. Davis. A less cumbersome purchasing policy for supplies and materials used in the normal course of business is better for daily operations to run smoothly. Three levels of purchasing permissions and oversight were presented. There was discussion and concern on Section 2-188-Local Preference. Council discussed parity between vendors with lowest cost at highest quality.

MOTION: by Dolan/Bailey to adopt the purchasing policy striking Section 2-188- Local Preference. Discussion on bidding preference then continued.

ROLL CALL VOTE: Ayes: 1 Dolan. Nays:4, Bailey, Frost, Helmuth, Logan. Absent: 0. Motion denied.

MOTION: by Dolan/Bailey to set aside the purchase policy to the next meeting. All in favor. Motion carried.

- b) **Accounting Services Consideration-**The Clerk/Treasurer requested continued support by Plante Moran. The Village Manager concurred with the assessment and need to continue specialized service. Last year the audit cost the village an extra \$10K due to unaddressed issues. Auditors recommended accounting changes for the past two years. A number of these items are being addressed.

MOTION: by Dolan/Bailey to approve 11 additional days in the amount of \$13,500 as presented and recommended from December through June 2019.

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

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10.) NEW BUSINESS:

a.) RESOLUTION 2018-21 CDBG Projects for PY 2019 Allocated Funds estimated at \$10,816.00: Comments were received in the Public Hearing. The council discussed type of programs and funding for PY 2019.

MOTION: by Dolan/Helmuth to approve Resolution 2018-21, allocating \$7,836 to be used for sidewalks and sidewalk infrastructure to include curbs and tree grate replacement in the CDBG eligible areas and reserving 30% for Public Service projects estimated at \$3,000.00 for Public Services.

ROLL CALL VOTE: Ayes: 5, Dolan, Bailey, Frost, Helmuth, Logan. Nays: No. Absent: 0. Motion carried.

MOTION : by Dolan/Bailey to award the Public Service project to Haven in the amount of \$3,000.

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

b.) CONSIDERATION FOR PROHIBITION OF MARIHUANA

ESTABLISHMENTS ORDINANCE IN THE VILLAGE: The recent ballot proposal allowing recreational Marihuana in Michigan will require action from council. If council does nothing, when the law takes effect, the village will live with the consequences. If council does not prohibit establishments, ordinances will have to be enacted to regulate it. State licensing and regulatory affairs does not have licensing processes in place. There is a lot of uncertainty. There is 10% sales tax revenue to local municipalities, but the State keeps the first \$20 million. Regardless of tax benefits, certain absolutes stand. Risk to public safety, increased availability to children, habit forming, perpetuates apathy, compromises community. Election results were mentioned. The village had 904 Yes votes to 686 No votes. People in the village want it to be legal. Council has responsibility to greater community not to the recreational pleasures. Attorney Davis cautioned that this will be upon the village before we know it. The time to prohibit is narrow in order to have the ability to control what and where before marihuana establishments exercise their rights on an unprepared community. People voted in favor of recreational use not for storefronts.

MOTION: by Dolan/Bailey to approve Ordinance Prohibiting Marihuana Establishments within the boundaries of the Village of Oxford pursuant to the Initiated Law 1 of 2018 MCL 333.27951.

Discussion continued. Increased crime stems from high cash volume from marihuana businesses. Establishing a safe distance from schools, exposure to children and families should along with several additional regulations for zoning consideration would have to occur. Councilman Dolan and Police Chief Solwold gave data from a policing perspective regarding drug use, enforcement issues, increased patrol and an increase in crime will by-products of marihuana business activity. There was interest expressed for Marihuana revenue. Council member Logan commented on positive effects for treating PTSD and other disorders.

CALL THE QUESTION: by Dolan/Bailey to call the vote on the previous motion.

ROLL CALL VOTE: Ayes: 2. Bailey, Dolan. Nays: 3. Logan, Frost, Helmuth.

Absent: 0. Motion is lost. Debate continued.

MOTION: by Frost/Bailey to set aside the ordinance to prohibit marihuana establishments within the Village of Oxford until next meeting.

ROLL CALL VOTE: Ayes:4. Bailey, Logan, Frost, Helmuth. Nays: 1, Dolan.
Absent:0. Motion carried.

- c.) **ZBA VACANCY:** The ZBA is made up of five (5) members, one representative from the governmental unit. Commissioner Bullen resigned. The village manager received an application from Sue Bossardet to fill the vacancy and complete Mr. Bullen’s term. The next scheduled ZBA meeting is Monday, December 3rd. A full board should be present.
MOTION: by Frost/Helmuth to appoint Sue Bossardet to the Zoning Board of Appeals completing the term and vacancy left by the retirement of Joe Bullen.
ROLL CALL VOTE: Ayes: 5. Bailey, Dolan, Frost, Helmuth, Logan. Nays: 0. Absent: 0.
Motion carried.
MOTION: by Dolan/Bailey call for a short recess at 8:29 p.m. All in favor. Motion carried.

The meeting reconvened at 8:39p.m.

- d.) **Manager Annual Evaluation-**Employees requested evaluations be conducted in closed session per MCL 15.268 (a). Out of consideration for the audience, council concluded regular business before adjourning to Closed Session.
e.) **Clerk Annual Evaluation.** Closed session.

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

12.) **PUBLIC COMMENT:** None.

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

- Attorney Bob Davis advised council on meeting procedures asking council to refrain from discussing issues during Council Comments. It is not the time to raise agenda items, comments brief.
- Village Manager- MML new officials training. Frost and Logan to attend. Numerous Snow Ordinance violations were reported. Looking into On-line water payments, BS&A Point and Pay, Weckle PUD.
- Clerk/Treasurer- Awaiting financial statements.

14.) **COUNCIL COMMENTS:**

- Logan looking forward to serving.
- Helmuth wants discussion on a rodent solution on the next agenda.
- Dolan complemented DPW on job well done with the first snow. Asked everyone to keep police and border agents in their thoughts and prayers.
- Bailey welcomed new council member Logan.
- Frost thanked staff for professionalism. Recognized efforts of DDA and DPW. MDOT Tap Grant Improvements in 2020.

MOTION: by Dolan/Helmuth to enter closed session pursuant to MCL 15.268(a) at 8:49 p.m. Present: Attorney Bob Davis, Village Manager Joe Madore, Village

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Clerk/Treasurer Tere Onica.

ROLL CALL VOTE: Ayes: 5. Bailey, Dolan, Frost, Helmuth, Logan Nays: 0. Absent: 0.

Council returned to open session at 9:26 p.m.

MOTION: by Dolan/Frost. Based on performance evaluation, the motion was made to increase the village manager salary by 5.8% = COLA adjustment of 2.8% and an additional 3% for a job well done.

ROLL CALL VOTE: Ayes: 4. Bailey, Dolan, Frost, Logan Nays: 1, Helmuth. Absent: 0.

15.) ADJOURNMENT: With no further business to discuss meeting adjourned at 9:27 p.m.

MOTION: by Helmuth/Dolan. All in favor. Motion Carried.

Respectfully submitted,
Teresa L. Onica, Recording Secretary

President

I certify that this document is a true copy of the motions made at the Village of Oxford Regular meeting of November 27, 2018.

Signature: _____, *Village Clerk, Village of Oxford*

Name: *Teresa L. Onica*

Date: December 4, 2018