

**CHARTER TOWNSHIP OF OXFORD  
BOARD OF TRUSTEES REGULAR MEETING**

**NOTICE AND AGENDA**

Date: Wednesday, June 12, 2024

Time: 6:30 p.m.

Place: Oxford Township Meeting Room  
300 Dunlap Road, Oxford, MI 48371

1. Call to order
2. Respects to the flag
3. Noting of roll
4. Approval of the agenda
5. Approval of the consent agenda
  - Approval of Regular Township Board Meeting Minutes May 8, 2024
  - Approval of Special Township Board Meeting Minutes May 15, 2024
  - Approval of Closed Session Township Board Meeting Minutes May 15, 2024
  - Approval of Treasurer Report for January, February, March 2024
  - Approval of Clerk Report for January, February, March 2024
  - Regular Bills through June 7, 2024
  - Approval of Consultant Bills June 7, 2024
  - Committee Reports
6. Public comment on items not on the agenda
7. Board of Trustees Comments
8. Resolution in Recognition of Bob Gerds
9. PURPOSE:

OPEN SESSION: To meet in Open Session to entertain a motion and take a Roll Call vote (2/3 majority needed) regarding calling a Closed Session for the following purpose:

Discussion of written legal opinion regarding the following:

- Potential litigation pursuant to MCL 15.268(h), and MCL 15.243(g).
- Potential purchase of property pursuant to MCL 15.268(1)(d), and MCL 15.268(1)(h).

OPEN SESSION: Motion to return to Open Session for the purpose of possible Board action with regard to the above Closed Session item.

10. Fire Department
11. Sharpe Engineering Report
12. Unfinished Business
  - a. Single Waste Hauler Recommendation – Trustee Nold
  - b. American Rescue Plan Act (“ARPA”) Funding Recommendation – Clerk Wright
  - c. 2024 Graveling of additional Oxford Township Roads – Treasurer Ferrari
13. New Business
  - a. MI Switch Business Phone System – Supervisor Curtis
  - b. Set First Reading for Soil Erosion Ordinance 129.001 – Clerk Wright
  - c. Meals on Wheels Contract – Treasurer Ferrari
14. Items Removed from Consent Agenda for Action or Discussion
15. Public Comment
16. Board of Trustees Comments
17. Adjournment

The Charter Township of Oxford will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting/hearing. Individuals with disabilities requiring auxiliary aids or services shall contact the Charter Township of Oxford, by writing or calling Curtis W. Wright, Township Clerk at 248-628-9787 as soon as possible to allow the Township sufficient time to have available the aids and services.

Charter Township of Oxford Clerk, Curtis W. Wright  
300 Dunlap Road, Oxford, MI 48371 (248)628-9787

*Oxford Cable Commission re-broadcasts of Oxford Township Board Regular Meetings are on Wednesdays at 7:00 p.m.*

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,  
WEDNESDAY, MAY 8, 2024

A Regular Meeting of the Charter Township of Oxford Board of Trustees was held on Wednesday, May 8, 2024 at the Oxford Township Meeting Room, 300 Dunlap Road, Oxford, Michigan 48371.

Supervisor Curtis called the meeting to order at 6:30 p.m.

**RESPECTS TO THE FLAG**

**NOTING OF ROLL**

Members Present: Payne, Wright, Charles, Nold, Ferrari, Colvin, Curtis

Members Absent: None

Also Present: Township Attorney Olind, Fire Chief Majestic, Executive Assistant Smith, Library Director Cloutier, Recording Secretary McCullough, one camera person (OCTV), and 3 residents.

**APPROVAL OF THE AGENDA**

Treasurer Ferrari moved, Trustee Charles seconded, to approve the May 8, 2024 agenda as presented:

Ayes: 7                      Nays: 0                      Absent: 0

Motion Carried.

**APPROVAL OF THE CONSENT AGENDA**

Treasurer Ferrari moved, Trustee Nold seconded, to approve the May 8, 2024 Consent Agenda including the following:

1. Regular Township Board meeting minutes dated April 10, 2024
2. Regular Bills through May 3, 2024
3. Consultant Bills through May 3, 2024
4. Committee Reports
5. Sanctuary Hills Development Agreement

Roll call:

Ayes: Charles, Wright, Ferrari, Nold, Payne, Colvin, Curtis

Nays: None

Absent: None

Motion Carried.

**PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

Two citizens spoke during this portion of public comment.

**BOARD OF TRUSTEE COMMENTS**

Treasurer Ferrari stated that he would like items 10.A-D under Unfinished Business to be tabled until he has given his comments to the Personnel Committee.

Trustee Charles stated that the Website Committee has met and he will be providing the minutes from the meeting.

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Trustee Charles stated that the OAYA dinner will be held on Friday, May 10, 2024. All are invited to attend.

Supervisor Curtis shared that grant funds have been used to install cameras throughout the building, providing 24/7 surveillance of the premises. Electronic access badges for the building have also been provided.

Supervisor Curtis stated that Brandon Township has filed suit against Oakland County regarding the issue with the Library Board candidates. Clerk Wright will be providing further information regarding Oxford Township's proposed position. Supervisor Curtis stated that he feels that Oakland County Elections Division has not been responsive to our community.

**FIRE DEPARTMENT**

Chief Majestic requested that the Board contact Representative Lisa McClain's office urging her support of continued grant funding for firefighters. Funding expires this year, and the Oxford Fire Department has applied for and utilized this funding in the past. It is important that the Assistance to Firefighters grant and the SAFER grant continue to be funded.

**SHARPE ENGINEERING REPORT**

Engineer Sharpe provided a written update regarding ongoing projects in the Township.

**UNFINISHED BUSINESS**

**Employee Handbook Revisions**

Treasurer Ferrari moved, Trustee Nold seconded, to approve and adopt additions and revisions to the Oxford Township Employee Handbook with a change on page 6 "with notification to the Township Supervisor" and authorize a committee meeting in June to discuss any further comments that any of the board members may have on the document to be brought back before the Township Board for a final decision in June.

Roll call:

Ayes: Ferrari

Nays: Colvin, Payne, Nold, Wright, Charles, Curtis

Absent: None

Motion Carried.

Trustee Colvin moved, Trustee Charles seconded, to approve and adopt additions and revisions to the Oxford Township Employee Handbook including the revision by Trustee Payne and authorize the Supervisor to publish and disseminate the same to all employees.

Roll call:

Ayes: None

Nays: Charles, Wright, Ferrari, Nold, Payne, Colvin, Curtis

Absent: None

Motion Carried.

Trustee Colvin moved, Trustee Charles seconded, to approve and adopt additions and revisions to the Oxford Township Employee Handbook including revising the Overtime

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WEDNESDAY, MAY 8, 2024

section on page 6, paragraph 2 to state “. . . unless explicitly authorized by the Department Head with notification given to the Township Supervisor.”

Roll call:

Ayes: Nold, Payne, Colvin, Charles, Wright, Curtis

Nays: Ferrari

Absent: None

Motion Carried.

**Resolution to Establish Committees**

Trustee Colvin moved, Trustee Nold seconded, to approve the Resolution to Establish Policy and Standards for Establishing Board of Trustee Committees and authorize the Clerk to execute and file the same.

Roll call:

Ayes: Wright, Charles, Nold, Payne, Colvin, Curtis

Nays: Ferrari

Absent: None

Motion Carried.

**Resolution to Assign/Compensate Non-Statutory Duties**

Trustee Colvin moved, Trustee Payne seconded, to approve the Resolution to Establish a Policy for Standards Regarding Assignment and Compensation for Board Member Performance of Non-Statutory Duties and authorize the Clerk to execute and file the same.

Roll call:

Ayes: Nold, Payne, Charles, Colvin, Wright, Curtis

Nays: Ferrari

Absent: None

Motion Carried.

**Committee and Commission Application Process**

Trustee Colvin moved, Trustee Payne seconded, to approve and adopt the Application Form and Standard Operating Guidelines to review express and review interest in serving on a Township committee or board and authorize the Clerk to publish and disseminate the same.

Roll call:

Ayes: Charles, Wright, Ferrari, Nold, Payne, Colvin, Curtis

Nays: None

Absent: None

Motion Carried.

**Procurement Policy Amendments**

Treasurer Ferrari moved, Trustee Charles seconded, to approve the Oxford Township Procurement Policy as presented to be effective immediately.

Roll call:

Ayes: Payne, Charles, Nold, Colvin, Ferrari, Wright, Curtis

Nays: None

Absent: None

Motion Carried.

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WEDNESDAY, MAY 8, 2024

**NEW BUSINESS**

**Special Assessment Districts Deposit Fee Increase**

Treasurer Ferrari moved, Trustee Nold seconded, to increase the Special Assessment District application fee from \$1,500.00 to \$3,000.00 to pay all direct costs and indirect costs associated with establishing a special assessment district in the Charter Township of Oxford effective immediately for any new special assessment district applications. This \$3,000.00 application fee shall function as a Trust and Agency (T&A) account.

Roll call:

Ayes: Colvin, Nold, Payne, Charles, Wright, Ferrari, Curtis

Nays: None

Absent: None

Motion Carried.

**2024 West Nile Virus Program**

Treasurer Ferrari moved, Trustee Nold seconded, to purchase 42 cases of the Mosquito Dunks 12x2 packs at \$47.24 per case for \$1,984.08 (includes shipping) and 2 cases of the Natular XRT tablets for \$1,966.27 (includes shipping). The total project expenditure is \$3,950.35 with \$3,912.38 coming from the Oakland County West Nile Prevention Grant (account number 101-000-072.006) and \$37.97 coming from the Oxford Township General Fund (account number 101-531-880.001).

Roll call:

Ayes: Ferrari, Nold, Payne, Colvin, Charles, Wright, Curtis

Nays: None

Absent: None

Motion Carried.

Treasurer Ferrari moved, Trustee Nold seconded, to adopt the Resolution Authorizing the West Nile Virus Fund Expense Reimbursement Request as presented.

Roll call:

Ayes: Wright, Charles, Colvin, Payne, Nold, Ferrari, Curtis

Nays: None

Absent: None

Motion Carried.

**ITEMS REMOVED FROM CONSENT AGENDA FOR ACTION OR DISCUSSION**

None.

**PUBLIC COMMENT**

One citizen spoke during this portion of public comment.

**BOARD OF TRUSTEES COMMENTS**

Clerk Wright stated that he is in the process of looking at options regarding the Library Board candidates' disqualification by Oakland County. He may be requesting a Closed Session at the June meeting to discuss options.

Clerk Wright wished everyone a Happy Mother's Day.

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Treasurer Ferrari stated that in the Resolution regarding the creation of committees, he would like the last paragraph removed.

Trustee Nold apologized that some of the pages in his committee reports were not viewable.

Trustee Colvin thanked everyone for their hard work, stating that the Personnel Committee spent many hours preparing the information for this meeting. She asked that any suggestions be forwarded to her and the Committee will discuss them.

Supervisor Curtis stated that the roof on the Township building has been replaced. The work was completed in two days. He also stated that all the audio/visual equipment for the Board room has been ordered.

Supervisor Curtis stated that work on repairing many of the safety paths will begin soon, and sewer pipe will be delivered soon for the new line on N. Lapeer Road.

Supervisor Curtis stated that both Seymour Celebration and the Tough Mudder are coming up in June.

**ADJOURNMENT**

Treasurer Ferrari moved, Trustee Colvin seconded, to adjourn the meeting at 7:41 p.m.

Ayes: 7                      Nays: 0                      Absent: 0

Motion Carried.

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Jack Curtis, Supervisor

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Curtis Wright, Clerk

Approved:  
/s/mm

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES SPECIAL MEETING,  
WEDNESDAY, MAY 15, 2024

A Special Meeting of the Charter Township of Oxford Board of Trustees was held Wednesday, May 15, 2024 at the Oxford Township Meeting Room, 300 Dunlap Road, Oxford, Michigan 48371

Members Present: Charles, Colvin, Curtis, Nold, Payne, Wright

Members Absent: Ferrari

Also Present: Township Attorney Ellis, a cameraperson, and 1 citizen

Supervisor Curtis called the meeting to order at 6:00pm.

RESPECTS TO THE FLAG

APPROVAL OF THE AGENDA

Trustee Nold moved, Trustee Charles seconded, to approve the May 15, 2024 Special Meeting Agenda as presented.

Ayes: 6      Nays: 0      Absent: 1      Motion Carried

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None

BOARD OF TRUSTEE COMMENTS

None

PURPOSE – CLOSED SESSION (6:04 p.m.)

Trustee Nold moved, Trustee Payne seconded to go into a closed session to discuss a written legal opinion regarding potential litigation pursuant to MCL 15.268(h) and MCL 14.243(g).

Roll call:

Ayes: Colvin, Payne, Nold, Curtis, Wright, Charles

Nays: None

Absent: Ferrari

Motion Carried.

Trustee Charles moved, Trustee Colvin seconded to return to Open Session at 6:30 p.m. for the purpose of possible Board action regarding the above Closed Session item.

Ayes: 6      Nays: 0      Absent: 1      Motion Carried

Trustee Colvin moved, Trustee Payne seconded to authorize the Kelly Law Firm to pursue litigation on behalf of Oxford Township regarding the failure of Oakland County to place Library Board candidates on the General Election ballot as required by law.

Roll call:

Ayes: Charles, Colvin, Nold, Payne, Wright, Curtis

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Nays: None

Absent: Ferrari

Motion Carried

**PUBLIC COMMENT**

One citizen spoke during this portion of public comment.

**BOARD OF TRUSTEE COMMENTS**

Supervisor Curtis provided a status on the Master Plan Survey results.

Trustee Colvin thanked everyone for their hard work.

**ADJOURNMENT**

Clerk Wright moved, Trustee Payne seconded, to adjourn the meeting at 6:34 pm.

Ayes: 6

Nays: 0

Absent: 1

Motion Carried

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Jack Curtis, Supervisor

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Curtis Wright, Clerk

Approved:

/cww

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES CLOSED SESSION  
MEETING, WEDNESDAY, MAY 15, 2024

Minutes of the Charter Township of Oxford Board of Trustees Closed Session meeting held Wednesday, May 15, 2024 at the Oxford Township Meeting Room, 300 Dunlap Road, Oxford, Michigan 48371.

On Wednesday, May 15, 2024, the Charter Township of Oxford Board of Trustees held a Closed Session Meeting and approved going into a Closed Session to discuss the following:

a written legal opinion regarding potential litigation pursuant to MCL 15.268(h) and MCL 15.243(g).

Members Present: Charles, Colvin, Curtis, Nold, Payne, Wright

Members Absent: Ferrari

Also Present: Township Attorney Ellis

Privileged and confidential discussion was had by Board members regarding Attorney/Client Privileged Communications.

Trustee Charles moved, Trustee Colvin seconded, to return to Open Session at 6:30 p.m. For the purpose of possible Board action regarding the above Closed Session item.

Ayes: 6      Nays: 0      Absent: 1      Motion Carried

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Jack Curtis, Supervisor

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Curtis Wright, Clerk

Date Approved:  
/cww

CASH SUMMARY BY FUND FOR OXFORD TOWNSHIP

FROM 01/01/2024 TO 01/31/2024

FUND: ALL FUNDS  
 CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 01/01/2024	Total Debits	Total Credits	Ending Balance 01/31/2024
100	GENERAL CLEARING FUND	3,761.77	711,422.05	711,406.02	3,777.80
101	GENERAL FUND	5,776,501.59	1,154,811.06	788,803.08	6,142,509.57
151	CEMETERY TRUST FUND	28,000.00	0.00	0.00	28,000.00
204	ROAD FUND	235,659.72	1,087.21	0.00	236,746.93
206	OXFORD FIRE DEPARTMENT FUND	3,658,210.27	2,505,202.90	2,045,225.76	4,118,187.41
207	POLICE CONTRACTING (OCSO) FUND	3,812,541.00	1,318,816.24	671,425.43	4,459,931.81
208	PARKS & RECREATION FUND	564,587.42	566,485.90	459,304.97	671,768.35
209	CEMETERY MAINTENANCE FUND	335,662.82	1,576.58	0.00	337,239.40
210	ADVANCE LIFE SUPPORT FUND	0.00	0.00	0.00	0.00
211	FIRE & EMS OPERATING FUND	820.00	0.00	0.00	820.00
239	TELECOMMUNICATION FUND	43,354.64	2.57	0.00	43,357.21
249	BUILDING DEPARTMENT FUND	388,882.81	87,977.09	74,360.68	402,499.22
296	CABLE TV FUND	276,485.62	19,280.67	43,088.23	252,678.06
297	SAFETY PATH FUND	397,968.49	1,863.98	410.00	399,422.47
298	POLLY ANN TRAIL FUND	239,103.04	151,689.93	81,510.06	309,282.91
308	PARKS DEBT FUND	28,212.21	76,908.18	39,000.00	66,120.39
371	LIBRARY DEBT SERVICE	0.00	0.00	0.00	0.00
396	FIRE DEBT FUND	0.00	0.00	0.00	0.00
431	PARKS CONSTRUCTION BOND FUND	(6.91)	0.00	0.00	(6.91)
470	MUNICIPAL BUILDING FUND	0.00	0.00	0.00	0.00
590	SEWER FUND	2,619,326.31	809,343.81	506,639.01	2,922,031.11
591	WATER FUND	3,406,935.89	89,908.03	46,175.03	3,450,668.89
699	PAYROLL FUND	128.19	94,966.92	94,966.66	128.45
701	TRUST & AGENCY FUND	865,633.36	28,140.17	15,850.01	877,923.52
703	TAX FUND	3,070,475.04	16,685,632.98	11,328,684.77	8,427,423.25
805	NAD SEWER S/A CONSTRUCTION FUND	0.00	0.00	0.00	0.00
855	NAD SEWER S/A DEBT FUND	0.00	5,671.61	0.00	5,671.61
	TOTAL - ALL FUNDS	25,752,243.28	24,310,787.88	16,906,849.71	33,156,181.45

CASH SUMMARY BY FUND FOR OXFORD TOWNSHIP

FROM 02/01/2024 TO 02/29/2024

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 02/01/2024	Total Debits	Total Credits	Ending Balance 02/29/2024
100	GENERAL CLEARING FUND	3,777.80	1,400,637.27	1,400,415.31	3,999.76
101	GENERAL FUND	6,142,509.57	1,653,912.52	1,384,422.64	6,411,999.45
151	CEMETERY TRUST FUND	28,000.00	0.00	0.00	28,000.00
204	ROAD FUND	236,746.93	1,006.34	0.00	237,753.27
206	OXFORD FIRE DEPARTMENT FUND	4,118,187.41	6,949,445.99	4,770,307.75	6,297,325.65
207	POLICE CONTRACTING (OCSO) FUND	4,459,931.81	4,311,366.68	2,604,450.84	6,166,847.65
208	PARKS & RECREATION FUND	671,768.35	1,349,377.25	848,719.56	1,172,426.04
209	CEMETERY MAINTENANCE FUND	337,239.40	1,459.35	0.00	338,698.75
210	ADVANCE LIFE SUPPORT FUND	0.00	0.00	0.00	0.00
211	FIRE & EMS OPERATING FUND	820.00	0.00	0.00	820.00
239	TELECOMMUNICATION FUND	43,357.21	2.41	0.00	43,359.62
249	BUILDING DEPARTMENT FUND	402,499.22	118,283.21	112,822.15	407,960.28
296	CABLE TV FUND	252,678.06	97,876.75	52,549.02	298,005.79
297	SAFETY PATH FUND	399,422.47	28,644.25	54,671.78	373,394.94
298	POLLY ANN TRAIL FUND	309,282.91	3,731.77	6,398.35	306,616.33
308	PARKS DEBT FUND	66,120.39	229,067.89	114,000.00	181,188.28
371	LIBRARY DEBT SERVICE	0.00	0.00	0.00	0.00
396	FIRE DEBT FUND	0.00	0.00	0.00	0.00
431	PARKS CONSTRUCTION BOND FUND	(6.91)	0.00	0.00	(6.91)
470	MUNICIPAL BUILDING FUND	0.00	0.00	0.00	0.00
590	SEWER FUND	2,922,031.11	1,832,850.71	1,372,445.59	3,382,436.23
591	WATER FUND	3,450,668.89	732,097.22	513,613.05	3,669,153.06
699	PAYROLL FUND	128.45	147,722.10	109,130.67	38,719.88
701	TRUST & AGENCY FUND	877,923.52	48,573.96	88,212.92	838,284.56
703	TAX FUND	8,427,423.25	22,207,776.51	26,539,211.88	4,095,987.88
805	NAD SEWER S/A CONSTRUCTION FUND	0.00	7,117,959.41	3,928,795.00	3,189,164.41
855	NAD SEWER S/A DEBT FUND	5,671.61	141,023.29	73,250.00	73,444.90
	TOTAL - ALL FUNDS	33,156,181.45	48,372,814.88	43,973,416.51	37,555,579.82

CASH SUMMARY BY FUND FOR OXFORD TOWNSHIP  
 FROM 03/01/2024 TO 03/31/2024  
 FUND: ALL FUNDS  
 CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 03/01/2024	Total Debits	Total Credits	Ending Balance 03/31/2024
100	GENERAL CLEARING FUND	3,789.46	1,263,094.42	1,263,073.87	3,810.01
101	GENERAL FUND	6,411,999.45	1,759,447.32	1,129,268.67	7,042,178.10
151	CEMETERY TRUST FUND	28,000.00	0.00	0.00	28,000.00
204	ROAD FUND	237,753.27	1,073.46	0.00	238,826.73
206	OXFORD FIRE DEPARTMENT FUND	6,337,180.51	2,773,213.74	1,900,455.51	7,209,938.74
207	POLICE CONTRACTING (OCSO) FUND	6,166,847.65	2,240,532.07	1,500,800.98	6,906,578.74
208	PARKS & RECREATION FUND	1,171,951.88	703,165.35	513,071.11	1,362,046.12
209	CEMETERY MAINTENANCE FUND	338,698.75	1,556.19	0.00	340,254.94
210	ADVANCE LIFE SUPPORT FUND	0.00	0.00	0.00	0.00
211	FIRE & EMS OPERATING FUND	820.00	0.00	0.00	820.00
239	TELECOMMUNICATION FUND	43,359.62	2.57	0.00	43,362.19
249	BUILDING DEPARTMENT FUND	407,960.28	167,369.60	125,901.95	449,427.93
296	CABLE TV FUND	298,005.79	27,584.99	59,016.68	266,574.10
297	SAFETY PATH FUND	373,394.94	12,680.12	21,387.50	364,687.56
298	POLLY ANN TRAIL FUND	306,616.33	8,472.03	8,975.36	306,113.00
308	PARKS DEBT FUND	181,188.28	337,930.12	508,361.00	10,757.40
371	LIBRARY DEBT SERVICE	0.00	0.00	0.00	0.00
396	FIRE DEBT FUND	0.00	0.00	0.00	0.00
431	PARKS CONSTRUCTION BOND FUND	(6.91)	0.00	0.00	(6.91)
470	MUNICIPAL BUILDING FUND	0.00	0.00	0.00	0.00
590	SEWER FUND	3,247,446.23	409,950.02	686,995.70	2,970,400.55
591	WATER FUND	3,669,153.06	477,942.58	280,496.53	3,866,599.11
699	PAYROLL FUND	38,719.88	99,860.68	138,450.76	129.80
701	TRUST & AGENCY FUND	838,284.56	112,431.58	109,539.31	841,176.83
703	TAX FUND	4,095,987.88	8,126,979.98	12,169,750.20	53,217.66
805	NAD SEWER S/A CONSTRUCTION FUND	3,324,264.41	15,242.08	11,170.00	3,328,336.49
855	NAD SEWER S/A DEBT FUND	73,444.90	626,426.67	464,200.00	235,671.57
	TOTAL - ALL FUNDS	37,594,860.22	19,164,955.57	20,890,915.13	35,868,900.66



# Clerk's Report JANUARY 2024

## FUND BUDGET SUMMARY

Updated: May 15, 2024

<u>Fund</u>	<u>*Fund Equity</u>	<u>Monthly Revenue</u>	<u>Monthly Expenses</u>	<u>Monthly Var</u>	<u>YTD Revenue</u>	<u>YTD Expenses</u>	<u>TYD Var</u>
	<u>Account # 391.000</u>						
101 - General	\$ 5,283,560.00	\$ 609,489.45	\$ 240,233.42	\$ 369,256.03	\$ 609,489.45	\$ 240,233.42	\$ 369,256.03
204 - Road	\$ 63,986.00	\$ 1,087.24	\$ -	\$ 1,087.24	\$ 1,087.21	\$ -	\$ 1,087.21
206 - Oxford Fire Dept.	\$ 2,935,306.00	\$ 960,278.28	\$ 496,737.06	\$ 463,541.22	\$ 960,278.28	\$ 496,737.06	\$ 463,541.22
207 - Police Contracting	\$ 2,547,693.00	\$ 668,816.24	\$ 21,425.43	\$ 647,390.81	\$ 668,816.24	\$ 21,425.43	\$ 647,390.81
208 - Parks & Rec	\$ 557,664.00	\$ 280,388.45	\$ 169,060.44	\$ 111,328.01	\$ 280,388.45	\$ 169,060.44	\$ 111,328.01
209 - Cemetery Maintenance	\$ 87,602.00	\$ 1,576.58	\$ -	\$ 1,576.58	\$ 1,576.58	\$ -	\$ 1,576.58
239 - Telecommunications	\$ 50,163.00	\$ 2.57	\$ -	\$ 2.57	\$ 2.57	\$ -	\$ 2.57
249 - Building Dept	\$ 1,041,707.00	\$ 52,369.09	\$ 38,752.68	\$ 13,616.41	\$ 52,369.09	\$ 38,752.68	\$ 13,616.41
296 - Cable	\$ 337,961.00	\$ 1,166.05	\$ 24,877.94	\$ (23,711.89)	\$ 1,166.05	\$ 24,877.94	\$ (23,711.89)
297 - Safety Path	\$ 319,254.00	\$ 1,863.98	\$ 410.00	\$ 1,453.98	\$ 1,863.98	\$ 410.00	\$ 1,453.98
298 - Polly Ann Trail	\$ 191,562.00	\$ 77,689.93	\$ 7,510.06	\$ 70,179.87	\$ 77,689.93	\$ 7,510.06	\$ 70,179.87
308 - Parks Debt Fund	\$ 33,135.00	\$ 37,908.18	\$ -	\$ 37,908.18	\$ 37,908.18	\$ -	\$ 37,908.18
590 - Sewer	\$ 2,331,112.00	\$ 48,195.85	\$ 238,534.14	\$ (190,338.29)	\$ 48,195.85	\$ 238,534.14	\$ (190,338.29)
591 - Water	\$ 3,051,625.00	\$ 48,243.03	\$ 4,510.03	\$ 43,733.00	\$ 48,243.03	\$ 4,510.03	\$ 43,733.00
805 - NAD Sewer Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
855 - NAD Sewer Debt	\$ -	\$ 5,671.61	\$ -	\$ 5,671.61	\$ 5,671.61	\$ -	\$ 5,671.61
	<b>\$ 18,832,330.00</b>	\$ 2,794,746.53	\$ 1,242,051.20	<b>\$ 1,552,695.33</b>	\$ 2,794,746.50	\$ 1,242,051.20	<b>\$ 1,552,695.30</b>

\*Per 2022 Audit



# Clerk's Report FEBRUARY 2024

## FUND BUDGET SUMMARY

Updated: May 15, 2024

<u>Fund</u>	<u>*Fund Equity</u>	<u>Monthly Revenue</u>	<u>Monthly Expenses</u>	<u>Monthly Var</u>	<u>YTD Revenue</u>	<u>YTD Expenses</u>	<u>TYD Var</u>
	<u>Account # 391.000</u>						
101 - General	\$ 5,283,560.00	\$ 631,824.21	\$ 228,558.02	\$ 403,266.19	\$ 1,241,313.66	\$ 468,791.44	\$ 772,522.22
204 - Road	\$ 63,986.00	\$ 1,006.34	\$ -	\$ 1,006.34	\$ 2,093.55	\$ -	\$ 2,093.55
206 - Oxford Fire Dept.	\$ 2,935,306.00	\$ 2,752,607.13	\$ 709,241.37	\$ 2,043,365.76	\$ 3,712,885.41	\$ 1,205,978.43	\$ 2,506,906.98
207 - Police Contracting	\$ 2,547,693.00	\$ 2,025,260.45	\$ 315,850.02	\$ 1,709,410.43	\$ 2,694,076.69	\$ 337,275.45	\$ 2,356,801.24
208 - Parks & Rec	\$ 557,664.00	\$ 663,739.19	\$ 162,786.60	\$ 500,952.59	\$ 944,127.64	\$ 331,847.04	\$ 612,280.60
209 - Cemetery Maintenance	\$ 87,602.00	\$ 1,459.35	\$ -	\$ 1,459.35	\$ 3,035.93	\$ -	\$ 3,035.93
239 - Telecommunications	\$ 50,163.00	\$ 2.41	\$ -	\$ 2.41	\$ 4.98	\$ -	\$ 4.98
249 - Building Dept	\$ 1,041,707.00	\$ 50,141.85	\$ 37,065.52	\$ 13,076.33	\$ 102,510.94	\$ 75,818.20	\$ 26,692.74
296 - Cable	\$ 337,961.00	\$ 68,247.04	\$ 22,830.56	\$ 45,416.48	\$ 69,413.09	\$ 47,708.50	\$ 21,704.59
297 - Safety Path	\$ 319,254.00	\$ 1,644.25	\$ 27,671.78	\$ (26,027.53)	\$ 3,508.23	\$ 28,081.78	\$ (24,573.55)
298 - Polly Ann Trail	\$ 191,562.00	\$ 1,331.77	\$ 3,998.35	\$ (2,666.58)	\$ 79,021.70	\$ 11,508.41	\$ 67,513.29
308 - Parks Debt Fund	\$ 33,135.00	\$ 115,067.89	\$ -	\$ 115,067.89	\$ 152,976.07	\$ -	\$ 152,976.07
590 - Sewer	\$ 2,331,112.00	\$ 16,069.81	\$ 61,565.59	\$ (45,495.78)	\$ 64,265.66	\$ 300,099.73	\$ (235,834.07)
591 - Water	\$ 3,051,625.00	\$ 305,752.22	\$ 87,268.05	\$ 218,484.17	\$ 353,995.25	\$ 91,778.08	\$ 262,217.17
805 - NAD Sewer Construction	\$ -	\$ 3,529,099.41	\$ 66,585.00	\$ 3,462,514.41	\$ 3,529,099.41	\$ 66,585.00	\$ 3,462,514.41
855 - NAD Sewer Debt	\$ -	\$ 67,773.29	\$ -	\$ 67,773.29	\$ 73,444.90	\$ -	\$ 73,444.90
	<b>\$ 18,832,330.00</b>	\$ 10,231,026.61	\$ 1,723,420.86	<b>\$ 8,507,605.75</b>	\$ 13,025,773.11	\$ 2,965,472.06	<b>\$ 10,060,301.05</b>

\*Per 2022 Audit



# Clerk's Report MARCH 2024

## FUND BUDGET SUMMARY

Updated: May 22, 2024

<u>Fund</u>	<u>*Fund Equity</u>	<u>Monthly Revenue</u>	<u>Monthly Expenses</u>	<u>Monthly Var</u>	<u>YTD Revenue</u>	<u>YTD Expenses</u>	<u>TYD Var</u>
	<u>Account # 391.000</u>						
101 - General	\$ 5,283,560.00	\$ 805,512.15	\$ 293,913.17	\$ 511,598.98	\$ 2,046,825.81	\$ 762,704.61	\$ 1,284,121.20
204 - Road	\$ 63,986.00	\$ 1,073.46	\$ -	\$ 1,073.46	\$ 3,167.01	\$ -	\$ 3,167.01
206 - Oxford Fire Dept.	\$ 2,935,306.00	\$ 1,396,666.71	\$ 492,021.51	\$ 904,645.20	\$ 5,109,552.12	\$ 1,697,999.94	\$ 3,411,552.18
207 - Police Contracting	\$ 2,547,693.00	\$ 1,045,532.07	\$ 308,295.57	\$ 737,236.50	\$ 3,739,608.76	\$ 645,571.02	\$ 3,094,037.74
208 - Parks & Rec	\$ 557,664.00	\$ 357,565.20	\$ 167,405.56	\$ 190,159.64	\$ 1,301,692.84	\$ 499,384.92	\$ 802,307.92
209 - Cemetery Maintenance	\$ 87,602.00	\$ 1,556.19	\$ -	\$ 1,556.19	\$ 4,592.12	\$ -	\$ 4,592.12
239 - Telecommunications	\$ 50,163.00	\$ 2.57	\$ -	\$ 2.57	\$ 7.55	\$ -	\$ 7.55
249 - Building Dept	\$ 1,041,707.00	\$ 82,043.60	\$ 48,191.22	\$ 33,852.38	\$ 184,554.54	\$ 124,009.42	\$ 60,545.12
296 - Cable	\$ 337,961.00	\$ 7,992.60	\$ 359.89	\$ 7,632.71	\$ 77,405.69	\$ 87,068.39	\$ (9,662.70)
297 - Safety Path	\$ 319,254.00	\$ 1,680.12	\$ 10,387.50	\$ (8,707.38)	\$ 5,188.35	\$ 38,469.28	\$ (33,280.93)
298 - Polly Ann Trail	\$ 191,562.00	\$ 6,472.03	\$ 6,975.36	\$ (503.33)	\$ 85,493.73	\$ 18,483.77	\$ 67,009.96
308 - Parks Debt Fund	\$ 33,135.00	\$ 56,830.12	\$ 227,261.00	\$ (170,430.88)	\$ 209,806.19	\$ 227,261.00	\$ (17,454.81)
590 - Sewer	\$ 2,331,112.00	\$ 918,619.81	\$ 292,842.54	\$ 625,777.27	\$ 982,885.47	\$ 592,942.27	\$ 389,943.20
591 - Water	\$ 3,051,625.00	\$ 202,891.08	\$ 5,445.03	\$ 197,446.05	\$ 556,886.33	\$ 97,223.11	\$ 459,663.22
805 - NAD Sewer Construction	\$ -	\$ 15,242.08	\$ -	\$ 15,242.08	\$ 3,544,341.49	\$ 66,585.00	\$ 3,477,756.49
855 - NAD Sewer Debt	\$ -	\$ 162,226.67	\$ -	\$ 162,226.67	\$ 235,671.57	\$ -	\$ 235,671.57
	<b>\$ 18,832,330.00</b>	\$ 5,061,906.46	\$ 1,853,098.35	<b>\$ 3,208,808.11</b>	\$ 18,087,679.57	\$ 4,857,702.73	<b>\$ 13,229,976.84</b>

\*Per 2022 Audit

TO: Board of Trustees  
 FROM: Curtis W. Wright

**TOTAL MONTHLY BILLS**  
**MAY 2024**

101	General Fund	\$ 136,724.03	\$ 112,026.13
204	Road Fund	\$ -	\$ -
206	Oxford Fire Department Fund	\$ 101,025.16	\$ 2,385.00
207	Police (OCSO) Fund	\$ 334,524.72	\$ 4,135.00
208	Parks & Recreation Fund	\$ 92,217.86	\$ -
209	Cemetery Maintenance Fund	\$ -	
239	Telecommunications Fund	\$ 38,066.00	\$ -
249	Building Department Fund	\$ 3,360.57	\$ 16,962.00
296	Oxford Community Television Fund	\$ 12,231.51	\$ 304.85
297	Safety Path Fund	\$ 1,323.03	\$ 37,135.00
298	Polly Ann Trail Fund	\$ 24,381.27	\$ -
308	Parks Debt Fund	\$ -	\$ -
590	Sewer Fund	\$ 183,478.55	\$ 855.00
591	Water Fund	\$ 4,383.02	\$ 11,285.00
701	Trust & Agency Fund	\$ 378,928.64	\$ 4,565.00
703	Tax Fund	\$ -	\$ -
805	SAD Bonds Construction Fund	\$ -	\$ 1,643.75
855	SAD Bonds Debt Fund	\$ -	\$ -
	Payroll (General Fund)	\$ 81,121.18	\$ -
	Payroll (Fire Department Fund)	\$ 183,451.55	\$ -
	Payroll (Parks & Recreation Fund)	\$ 46,441.06	\$ -
	Payroll (Oxford Community Television Fund)	\$ 20,080.32	\$ -
<b>TOTAL</b>		\$ 1,641,738.47	\$ 191,296.73

Post Date GL Number	Journal	Summ/Det	Ref # Description	DR Amount	CR Amount
05/02/2024	CD	S	123778		
100-000-001.000			CHECKING ACCOUNT OXFORD BANK		
100-000-084.208			DUE FROM PARKS & REC	19,534.71	19,534.71
208-000-202.000			ACCOUNTS PAYABLE	19,534.71	
208-000-215.000			DUE TO CLEARING FUND		19,534.71
				<u>39,069.42</u>	<u>39,069.42</u>
				<u>39,069.42</u>	<u>39,069.42</u>

PRE-PAIDS

06/07/2024 08:16 AM  
User: SMCCULLOUGH  
DB: Oxford Township

CHECK DISBURSEMENT REPORT FOR OXFORD TOWNSHIP  
CHECK NUMBER 70701 - 70702  
Banks: 029

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 206 OXFORD FIRE DEPARTMENT FUND							
05/15/2024	029	70702	ACCUMED GROUP	LEGAL FEES	826.000	357	4,205.17
Total for fund 206 OXFORD FIRE DEPARTMENT FUND							4,205.17

06/07/2024 08:16 AM  
User: SMCCULLOUGH  
DB: Oxford Township

CHECK DISBURSEMENT REPORT FOR OXFORD TOWNSHIP  
CHECK NUMBER 70701 - 70702  
Banks: 029

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 208 PARKS & RECREATION FUND							
05/02/2024	029	70701#	BLUE CROSS BLUE SHIELD OF MICHIG	INSURANCE MEDICAL	716.000	751	2,207.34
				INSURANCE MEDICAL	716.000	751	2,443.73
				INSURANCE MEDICAL	716.000	752	3,752.81
				INSURANCE MEDICAL	716.000	757	8,951.76
				INSURANCE MEDICAL	716.000	758	2,179.07
				CHECK 029 70701 TOTAL FOR FUND 208:			<u>19,534.71</u>
				Total for fund 208 PARKS & RECREATION FUND			19,534.71
			TOTAL - ALL FUNDS				23,739.88

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

Post Date GL Number	Journal	Summ/Det	Ref # Description	DR Amount	CR Amount
05/15/2024	CD	S	124255	SUMMARY CD 05/15/2024	
100-000-001.000			CHECKING ACCOUNT OXFORD BANK		458,387.28
100-000-084.101			DUE FROM GENERAL FUND	98,789.50 ✓	
100-000-084.206			DUE FROM OXFORD FIRE DEPT	72,776.02 ✓	
100-000-084.207			DUE FROM POLICE	1,624.19 ✓	
100-000-084.208			DUE FROM PARKS & REC	30,009.44 ✓	
100-000-084.239			DUE FROM TELECOMMUNICATION	38,066.00 ✓	
100-000-084.249			DUE FROM BUILDING DEPARTMENT	2,311.84 ✓	
100-000-084.296			DUE FROM CABLE	1,351.19 ✓	
100-000-084.298			DUE FROM POLLY ANN TRAIL FUND	23,903.27 ✓	
100-000-084.590			DUE FROM SEWER	179,196.33 ✓	
100-000-084.701			DUE FROM TRUST & AGENCY	10,359.50 ✓	
101-000-202.000			ACCOUNTS PAYABLE	98,789.50	
101-000-215.000			DUE TO		98,789.50
206-000-202.000			ACCOUNTS PAYABLE	72,776.02	
206-000-215.000			DUE TO CLEARING FUND		72,776.02
207-000-202.000			ACCOUNTS PAYABLE	1,624.19	
207-000-215.000			DUE TO CLEARING FUND		1,624.19
208-000-202.000			ACCOUNTS PAYABLE	30,009.44	
208-000-215.000			DUE TO CLEARING FUND		30,009.44
239-000-202.000			ACCOUNTS PAYABLE	38,066.00	
239-000-215.000			DUE TO CLEARING FUND		38,066.00
249-000-202.000			ACCOUNTS PAYABLE	2,311.84	
249-000-215.000			DUE TO CLEARING FUND		2,311.84
296-000-202.000			ACCOUNTS PAYABLE	1,351.19	
296-000-215.000			DUE TO CLEARING FUND		1,351.19
298-000-202.000			ACCOUNTS PAYABLE	23,903.27	
298-000-215.000			DUE TO CLEARING FUND		23,903.27
590-000-202.000			ACCOUNTS PAYABLE	179,196.33	
590-000-215.000			DUE TO CLEARING FUND		179,196.33
701-000-202.000			ACCOUNTS PAYABLE	10,359.50	
701-000-215.000			DUE TO OTHER FUNDS		10,359.50
				<u>916,774.56</u>	<u>916,774.56</u>
				<u>916,774.56</u>	<u>916,774.56</u>

PRE-PAIDS

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
05/15/2024	029	70704*#	AMAZON CAPITAL SERVICES	MISCELLANEOUS	962.000	215	928.43
				MISCELLANEOUS	962.000	215	14.40
				MISCELLANEOUS	962.000	253	89.24
				MISCELLANEOUS	962.000	253	9.54
				OFFICE SUPPLIES	728.000	267	11.99
				OFFICE SUPPLIES	728.000	267	6.92
				OFFICE SUPPLIES	728.000	267	57.23
				OFFICE SUPPLIES	728.000	267	45.70
				OFFICE SUPPLIES	728.000	267	14.34
				MISCELLANEOUS	962.000	267	166.55
				CHECK 029 70704 TOTAL FOR FUND 101:			<u>1,344.34</u>
05/15/2024	029	70706	ANDY BOGDEN	MAINTENANCE BLDG/GROUNDS	931.000	265	600.00
05/15/2024	029	70707	APPLIED INNOVATION	MAINTENANCE EQUIPMENT	933.000	267	186.24
05/15/2024	029	70715*#	CARDMEMBER SERVICE	MEALS/LODGING EXPENSE	860.001	101	958.52
				MEALS/LODGING EXPENSE	860.001	171	1,858.27
				MISCELLANEOUS	962.000	171	76.40
				MEALS/LODGING EXPENSE	860.001	215	1,313.88
				MAINTENANCE/GAS VEHICLE	934.000	267	84.00
				MISCELLANEOUS	962.000	267	19.99
				CHECK 029 70715 TOTAL FOR FUND 101:			<u>4,311.06</u>
05/15/2024	029	70716	CATHERINE COLVIN	MILEAGE EXPENSE	860.000	101	293.46
				MEALS/LODGING EXPENSE	860.001	101	38.95
				CHECK 029 70716 TOTAL FOR FUND 101:			<u>332.41</u>
05/15/2024	029	70718	CHARLOTTE WARNKE	MILEAGE/MEALS ON WHEELS	860.002	695	105.66
05/15/2024	029	70724	DANIELLE SMITH	MILEAGE EXPENSE	860.000	171	296.00
				MEALS/LODGING EXPENSE	860.001	171	26.71
				CHECK 029 70724 TOTAL FOR FUND 101:			<u>322.71</u>
05/15/2024	029	70728*#	DTE ENERGY	UTILITIES STREET LIGHTS	926.000	448	2,521.66

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
05/15/2024	029	70729	ELIZABETH LAU	MILEAGE/MEALS ON WHEELS	860.002	695	28.14
05/15/2024	029	70732#	FALCON LAWN SPRINKLER, INC.	MAINTENANCE GROUNDS	932.001	265	265.13
				MAINTENANCE GENERAL	932.000	567	639.95
				CHECK 029 70732 TOTAL FOR FUND 101:			<u>905.08</u>
05/15/2024	029	70733	FOREST GREEN LAWN SERVICES INC	MAINTENANCE GROUNDS	932.001	265	400.00
05/15/2024	029	70734	FP FINANCE PROGRAM	POSTAGE	730.000	267	237.00
05/15/2024	029	70737	GENESEE VALLEY VAULT, INC	FEEES CEMETERY OPENING/CLOSING	712.011	567	1,400.00
05/15/2024	029	70740	HART INTERCIVIC, INC	OFFICE SUPPLIES	728.000	262	90.00
05/15/2024	029	70742	HI-TECH SYSTEM SERVICE, INC	MAINTENANCE EQUIPMENT	933.000	267	2,018.00
05/15/2024	029	70748*#	ISOLVED INC.	INSURANCE MEDICAL	716.000	270	41.74
05/15/2024	029	70749*#	JANI-KING OF MICHIGAN, INC	JANITORIAL SERVICE	831.000	265	1,465.16
05/15/2024	029	70750	JANICE GIBB	MILEAGE/MEALS ON WHEELS	860.002	695	24.12
05/15/2024	029	70758	MARGARET PAYNE	MILEAGE EXPENSE	860.000	101	289.04
				MEALS/LODGING EXPENSE	860.001	101	62.53
				CHECK 029 70758 TOTAL FOR FUND 101:			<u>351.57</u>
05/15/2024	029	70760	MIKE IAFRATE	MILEAGE EXPENSE	860.000	701	286.76
05/15/2024	029	70761	MISWITCH COMMUNICATIONS, INC	TELEPHONE	853.000	265	831.70
05/15/2024	029	70763	NES PLUMBING, LLC	MAINTENANCE BLDG/GROUNDS	931.000	265	445.82
05/15/2024	029	70768#	OXFORD TWP PARKS AND RECREATION	MAINTENANCE SAFETY PATH	933.297	231	324.00
				MISCELLANEOUS	962.000	262	108.00
				CHECK 029 70768 TOTAL FOR FUND 101:			<u>432.00</u>
05/15/2024	029	70769	PLM LAKE & LAND MANAGEMENT	PAINT LAKE/CLEAR LK S.A.D.	962.021	572	3,964.25

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
05/15/2024	029	70770	PREMIER BUILDER, INC	ADDITIONS & IMPROVEMENTS	976.000	265	57,000.00
05/15/2024	029	70772	PRINTING SYSTEMS	OFFICE SUPPLIES	728.000	262	1,767.85
				OFFICE SUPPLIES	728.000	262	1,641.90
				CHECK 029 70772 TOTAL FOR FUND 101:			<u>3,409.75</u>
05/15/2024	029	70776*#	RICOH USA INC	MAINTENANCE EQUIPMENT	933.000	267	106.59
05/15/2024	029	70784*#	STAPLES	MISCELLANEOUS	962.000	253	7.99
				OFFICE SUPPLIES	728.000	267	227.81
				OFFICE SUPPLIES	728.000	267	7.99
				OFFICE SUPPLIES	728.000	267	84.83
				CHECK 029 70784 TOTAL FOR FUND 101:			<u>328.62</u>
05/15/2024	029	70787	STRICTLY STONE	ARPA EXPENSES - LOT 318	962.002	267	5,000.00
				ARPA EXPENSES - LOT 29	962.002	267	7,000.00
				CHECK 029 70787 TOTAL FOR FUND 101:			<u>12,000.00</u>
05/15/2024	029	70789#	SUSAN MCCULLOUGH	RECORDING SECRETARY	827.000	101	140.00
				RECORDING SECRETARY	827.000	701	140.00
				CHECK 029 70789 TOTAL FOR FUND 101:			<u>280.00</u>
05/15/2024	029	70796	VC3, INC	MAINTENANCE EQUIPMENT	933.000	267	295.50
				MAINTENANCE EQUIPMENT	933.000	267	295.50
				CHECK 029 70796 TOTAL FOR FUND 101:			<u>591.00</u>
05/15/2024	029	70798*#	VIEW NEWSPAPER GROUP	LEGAL NOTICES	903.000	101	244.90
				PUBLIC RELATIONS	880.000	267	800.00
				LEGAL NOTICES	903.000	701	181.70
				CHECK 029 70798 TOTAL FOR FUND 101:			<u>1,226.60</u>
05/15/2024	029	70800	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP	231.040	000	1,106.52

06/07/2024 08:18 AM  
User: SMCCULLOUGH  
DB: Oxford Township

CHECK DISBURSEMENT REPORT FOR OXFORD TOWNSHIP  
CHECK NUMBER 70702 - 70804  
Banks: 029

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
05/15/2024	029	70801	WEB MATTERS	MAINTENANCE EQUIPMENT	933.000	267	95.00
Total for fund 101 GENERAL FUND							98,789.50

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 206 OXFORD FIRE DEPARTMENT FUND							
05/15/2024	029	70702	ACCUMED GROUP	LEGAL FEES	826.000	357	4,205.17
05/15/2024	029	70704*#	AMAZON CAPITAL SERVICES	OPERATING SUPPLIES-MEDICAL	742.000	357	58.94
				BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	36.90
				BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	105.92
				CHECK 029 70704 TOTAL FOR FUND 206:			<u>201.76</u>
05/15/2024	029	70705	AMERICAN CONTAINER SERVICES	TRASH DISPOSAL	929.000	357	100.00
05/15/2024	029	70708	BERGER CHEVROLET	VEHICLE PURCHASE	970.000	357	51,478.00
05/15/2024	029	70711	BOUND TREE MEDICAL, LLC	UNIFORM EXPENSE UNIFORMS	731.000	357	102.04
				UNIFORM EXPENSE UNIFORMS	731.000	357	149.70
				OPERATING SUPPLIES-MEDICAL	742.000	357	161.04
				OPERATING SUPPLIES-MEDICAL	742.000	357	67.62
				UNIFORMS-PAID ON CALL	754.000	357	66.76
				UNIFORMS-PAID ON CALL	754.000	357	62.39
				CHECK 029 70711 TOTAL FOR FUND 206:			<u>609.55</u>
05/15/2024	029	70739	GOLLING BUICK GMC, INC	VEHICLE MAINTENANCE-FIRE	791.001	357	45.74
				VEHICLE MAINTENANCE-FIRE	791.001	357	60.58
				VEHICLE MAINTENANCE (LABOR)	934.001	357	15.00
				VEHICLE MAINTENANCE (LABOR)	934.001	357	36.95
				CHECK 029 70739 TOTAL FOR FUND 206:			<u>158.27</u>
05/15/2024	029	70743	HOME DEPOT CREDIT SERICES	OPERATING SUPPLIES-FIRE	742.001	357	177.26
05/15/2024	029	70746	IMPERIALDADE	BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	581.09
05/15/2024	029	70748*#	ISOLVED INC.	INSURANCE MEDICAL	716.000	357	127.66
05/15/2024	029	70756	LUCAS FECHTER	EDUCATION WORKSHOPS AND CONFERENCES	957.000	357	75.32
05/15/2024	029	70757	MACQUEEN EMERGENCY	EQUIPMENT	744.000	357	75.00
				EQUIPMENT	744.000	357	105.70
				EQUIPMENT	744.000	357	233.46

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 206 OXFORD FIRE DEPARTMENT FUND							
				EQUIPMENT	744.000	357	38.52
				EQUIPMENT	744.000	357	17.19
				EQUIPMENT	744.000	357	47.46
				CHECK 029 70757 TOTAL FOR FUND 206:			<u>517.33</u>
05/15/2024	029	70764*#	OAKLAND COUNTY TREASURER	DISPATCHING	805.000	357	7,609.33
05/15/2024	029	70765	OAKLAND FUELS	GAS DIESEL FUEL	780.010	357	943.26
05/15/2024	029	70771	PRESSURE VESSEL TESTING	MAINTENANCE EQUIPMENT (LABOR)	933.000	357	1,250.00
05/15/2024	029	70775	RED WING BUSINESS ADVANTAGE ACCO	UNIFORM EXPENSE UNIFORMS	731.000	357	233.99
05/15/2024	029	70776*#	RICOH USA INC	PRINTING & PUBLISHING	729.000	357	580.96
05/15/2024	029	70786*#	STONES ACE OF OXFORD	BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	378.02
05/15/2024	029	70793*#	TOOL SPORT & SIGN CO, INC	UNIFORM EXPENSE UNIFORMS	731.000	357	327.25
				UNIFORMS-PAID ON CALL	754.000	357	824.50
				CHECK 029 70793 TOTAL FOR FUND 206:			<u>1,151.75</u>
05/15/2024	029	70794	TRUGREEN	GROUNDS MAINTENANCE	932.001	357	144.72
				GROUNDS MAINTENANCE	932.001	357	171.27
				CHECK 029 70794 TOTAL FOR FUND 206:			<u>315.99</u>
05/15/2024	029	70799	VILLAGE OF OXFORD	UTILITIES SEWER/WATER	927.000	357	190.08
				UTILITIES WATER	927.001	357	245.32
				CHECK 029 70799 TOTAL FOR FUND 206:			<u>435.40</u>
05/15/2024	029	70803	WONDER CLEANERS	DRY CLEANING	723.000	357	413.00
05/15/2024	029	70804	ZOLL MEDICAL CORPORATION	SUBSCRIPTIONS	732.000	357	1,232.91
				Total for fund 206 OXFORD FIRE DEPARTMENT FUND			72,776.02

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 207 POLICE CONTRACTING (OCSO) FUND							
05/15/2024	029	70703	AKA ARCHITECTS INC	SUBSTATION EXPANSION	976.002	302	301.65
05/15/2024	029	70715*#	CARDMEMBER SERVICE	POSTAGE	730.000	302	45.79
				MAINTENANCE EQUIPMENT	933.000	302	295.07
				CHECK 029 70715 TOTAL FOR FUND 207:			<u>340.86</u>
05/15/2024	029	70748*#	ISOLVED INC.	INSURANCE MEDICAL	716.000	302	4.91
05/15/2024	029	70749*#	JANI-KING OF MICHIGAN, INC	JANITORIAL SERVICE	831.000	302	976.77
				Total for fund 207 POLICE CONTRACTING (OCSO) FU			1,624.19

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 208 PARKS & RECREATION FUND							
05/15/2024	029	70710	BOULDER POINTE GOLF CLUB LLC	OPER. SUPPLIES SELECT SOCCER LEAGUE	740.637	752	7,117.00
05/15/2024	029	70713	BURDICK STREET LANDSCAPE SUPPLY	STONY GROUNDS MAINT./LAND IMPROV	974.660	757	176.22
05/15/2024	029	70714	CARDCONNECT	RENTAL FEES LEASED OFFICE EQUIPMENT	943.001	751	25.00
05/15/2024	029	70719*#	CHARTER COMMUNICATIONS	TELEPHONE	853.000	751	169.98
				TELEPHONE SEYMOUR LAKE PARK	853.661	757	129.98
				CHECK 029 70719 TOTAL FOR FUND 208:			<u>299.96</u>
05/15/2024	029	70722	CUSTOM THREADS & SPORTS	OPER. SUPPLIES SELECT SOCCER LEAGUE	740.637	752	1,228.00
05/15/2024	029	70723	DAFOE'S FEED	SEYMOUR GROUND MAINT/LAND IMPROV	974.661	757	784.00
				SUPPLIES POWELL GROUND MAINT/LAND IMP	974.662	757	150.00
				SPLASH PARK MAINTENANCE EXPENSES	975.002	757	280.00
				CHECK 029 70723 TOTAL FOR FUND 208:			<u>1,214.00</u>
05/15/2024	029	70727	DONNA MARTIN	PROF/CONT SENIOR LIFE SKILLS	816.404	758	288.00
05/15/2024	029	70728*#	DTE ENERGY	UTILITIES - ELECTRIC - SEYMOUR LAKE P	921.661	767	42.96
05/15/2024	029	70730	ENVIRONMENTAL WOOD SOLUTIONS	PARK MEMORIALS	974.700	757	1,040.00
05/15/2024	029	70731	EXCITE TOURS, LLC	PROF/CONT TRAVEL	816.671	758	3,026.80
05/15/2024	029	70736	GABRIELA ORZA	PROF/CONT ART	816.650	752	84.00
				PROF/CONT ART	816.650	752	532.00
				CHECK 029 70736 TOTAL FOR FUND 208:			<u>616.00</u>
05/15/2024	029	70741	HEALTH QUEST	PROF/CONT FITNESS	816.647	752	419.20
05/15/2024	029	70744	HOME DEPOT CREDIT SERVICES	SEYMOUR GROUND MAINT/LAND IMPROV	974.661	757	175.48
05/15/2024	029	70747	INDEPENDENCE VILLAGE OF OXFORD	SENIOR ENRICHMENT SUPPLIES	728.402	758	936.00
				SENIOR SPECIAL EVENTS SUPPLIES	728.405	758	169.00
				CHECK 029 70747 TOTAL FOR FUND 208:			<u>1,105.00</u>

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 208 PARKS & RECREATION FUND							
05/15/2024	029	70748*#	ISOLVED INC.	INSURANCE MEDICAL	716.000	751	4.91
05/15/2024	029	70751	JAY'S SEPTIC TANK SERVICE	SEYMOUR GROUND MAINT/LAND IMPROV	974.661	757	110.00
05/15/2024	029	70762#	NAEIR	OPER. SUPPLIES SUMMER CAMP	740.550	752	157.25
				MAINTENANCE UNIFORMS	936.000	757	153.00
				CHECK 029 70762 TOTAL FOR FUND 208:			<u>310.25</u>
05/15/2024	029	70764*#	OAKLAND COUNTY TREASURER	MAINTENANCE BUILDINGS - STONY	931.660	757	72.00
05/15/2024	029	70766	OLD HICKORY BUILDINGS LLC	CAPITAL OUTLAY	970.001	751	7,076.42
05/15/2024	029	70767	OTC BRANDS, INC	OPER. SUPPLIES SUMMER CAMP	740.550	752	153.18
05/15/2024	029	70773*#	PRIORITY WASTE, LLC	TRASH DISPOSAL-STONY	929.660	757	81.49
				TRASH DISPOSAL-SEYMOUR	929.661	757	116.42
				TRASH DISPOSAL-SEYMOUR	929.661	757	40.75
				CHECK 029 70773 TOTAL FOR FUND 208:			<u>238.66</u>
05/15/2024	029	70783	SPENCER OIL CO	GAS/DIESEL SEYMOUR	934.661	757	897.05
				GAS/DIESEL SEYMOUR	934.661	757	108.90
				CHECK 029 70783 TOTAL FOR FUND 208:			<u>1,005.95</u>
05/15/2024	029	70785	STEVE'S OXFORD AUTOMOTIVE	MAINTENANCE MOWER/EQUIPMENT REPAIRS	932.101	757	419.84
05/15/2024	029	70786*#	STONES ACE OF OXFORD	OPER. SUPPLIES MISC. SPECIAL EVENTS	740.610	752	75.98
				SEYMOUR GROUND MAINT/LAND IMPROV	974.661	757	35.27
				CHECK 029 70786 TOTAL FOR FUND 208:			<u>111.25</u>
05/15/2024	029	70793*#	TOOL SPORT & SIGN CO, INC	OPER. SUPPLIES ADULT VOLLEYBALL	740.604	752	180.00
				OPER. SUPPLIES YOUTH SOFTBALL	740.621	752	224.00
				OPER. SUPPLIES YOUTH SOFTBALL	740.621	752	540.00
				OPER. SUPPLIES YOUTH SOFTBALL	740.621	752	68.50
				OPER. SUPPLIES YOUTH SOCCER	740.625	752	1,380.00
				OPER. SUPPLIES YOUTH SOCCER	740.625	752	42.50

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Fund: 208 PARKS & RECREATION FUND				CHECK 029 70793 TOTAL FOR FUND 208:			2,435.00
05/15/2024	029	70795	U.S. BANK EQUIPMENT FINANCE	RENTAL FEES LEASED OFFICE EQUIPMENT	943.001	751	242.51
05/15/2024	029	70797#	VERIZON WIRELESS	CELL PHONES	854.000	752	102.34
				CELL PHONES	854.000	757	102.34
				CELL PHONES	854.000	758	51.17
				CHECK 029 70797 TOTAL FOR FUND 208:			<u>255.85</u>
05/15/2024	029	70798*#	VIEW NEWSPAPER GROUP	POSTAGE FOR BROCHURE	730.675	751	800.00
				Total for fund 208 PARKS & RECREATION FUND			30,009.44

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 239 TELECOMMUNICATION FUND							
05/15/2024	029	70777	ROAD COMMISSION FOR OAK COUNTY	HWY/RD MAINTENANCE CONTR	969.000	807	38,066.00
Total for fund 239 TELECOMMUNICATION FUND							38,066.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 249 BUILDING DEPARTMENT FUND							
05/15/2024	029	70704*#	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	728.000	289	8.03
				OFFICE SUPPLIES	728.000	289	11.34
				CHECK 029 70704 TOTAL FOR FUND 249:			<u>19.37</u>
05/15/2024	029	70712	BS&A SOFTWARE	ONLINE SERVICE FEE	727.002	289	549.00
05/15/2024	029	70715*#	CARDMEMBER SERVICE	MEALS/LODGING EXPENSE	860.001	289	499.88
05/15/2024	029	70720	CHERYL LOTAN	MILEAGE EXPENSE	860.000	289	26.80
05/15/2024	029	70738	GMAP ELECTRIC CO	Generator	492.000	000	60.00
				Service / Temporary Service	492.000	000	60.00
				Inspection - Mileage	677.025	000	5.00
				CHECK 029 70738 TOTAL FOR FUND 249:			<u>125.00</u>
05/15/2024	029	70745	ICC	MISCELLANEOUS	962.000	289	69.00
05/15/2024	029	70748*#	ISOLVED INC.	INSURANCE MEDICAL	716.000	289	12.27
05/15/2024	029	70774	Prosign and Awning	Contractor Registration	476.000	000	15.00
				Sign	491.000	000	100.00
				Sign per Circuit	492.000	000	100.00
				Inspection - Mileage	677.025	000	10.00
				Mileage Fee	677.025	000	10.00
				CHECK 029 70774 TOTAL FOR FUND 249:			<u>235.00</u>
05/15/2024	029	70784*#	STAPLES	OFFICE SUPPLIES	728.000	289	35.09
				OFFICE SUPPLIES	728.000	289	340.01
				OFFICE SUPPLIES	728.000	289	121.06
				CHECK 029 70784 TOTAL FOR FUND 249:			<u>496.16</u>
05/15/2024	029	70792	TIM LONDON	MILEAGE EXPENSE	860.000	289	257.28
				MEALS/LODGING EXPENSE	860.001	289	22.08
				CHECK 029 70792 TOTAL FOR FUND 249:			<u>279.36</u>



Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 296 CABLE TV FUND							
05/15/2024	029	70717	CHARLES CAMERON	MILEAGE EXPENSE	860.000	296	30.82
05/15/2024	029	70719*#	CHARTER COMMUNICATIONS	INTERNET FEES	853.001	296	725.07
05/15/2024	029	70725	DAVID F KENNY	MILEAGE EXPENSE	860.000	296	34.17
05/15/2024	029	70735	GA BUSINESS PURCHASER LLC	SERVICES PROFESSIONAL	819.001	296	79.21
05/15/2024	029	70753	JOSEPH CALHOUN	MILEAGE EXPENSE	860.000	296	42.21
05/15/2024	029	70754	KITCH ATTORNEYS & COUNSELORS	SERVICES PROFESSIONAL	819.001	296	187.50
05/15/2024	029	70773*#	PRIORITY WASTE, LLC	TRASH DISPOSAL	929.000	296	40.74
05/15/2024	029	70781	SARAH MACY	OFFICE SUPPLIES	728.000	296	50.00
05/15/2024	029	70790	TERI STILES	MILEAGE EXPENSE	860.000	296	125.29
05/15/2024	029	70802	WILLIAM JULIEN	MILEAGE EXPENSE	860.000	296	36.18
Total for fund 296 CABLE TV FUND							1,351.19

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 298 POLLY ANN TRAIL FUND							
05/15/2024	029	70715*#	CARDMEMBER SERVICE	TELEPHONE	853.000	853	20.00
				MAINTENANCE OF GROUNDS	932.000	853	13.98
				MAINTENANCE OF GROUNDS	932.000	853	65.00
				MAINTENANCE OF GROUNDS	932.000	853	6.99
				EQUIPMENT AND HARDWARE	933.664	853	3,691.50
				EQUIPMENT AND HARDWARE	933.664	853	149.73
				EQUIPMENT AND HARDWARE	933.664	853	105.74
				EQUIPMENT AND HARDWARE	933.664	853	809.98
				FUEL AND OIL	934.000	853	38.99
				MISC ADVERTISING AND WEB	962.011	853	21.36
				CHECK 029 70715 TOTAL FOR FUND 298:			<u>4,923.27</u>
05/15/2024	029	70755	LINDA MORAN SERVICES, LLC	CONTRACTED SERVICES PATC	824.000	853	2,700.00
05/15/2024	029	70778	ROBERT BROOKS	MAINTENANCE OF GROUNDS	932.000	853	880.00
05/15/2024	029	70788	SUPERIOR EXCAVATING, INC	GRANT EXPENSES	962.016	853	15,400.00
				Total for fund 298 POLLY ANN TRAIL FUND			23,903.27

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 590 SEWER FUND							
05/15/2024	029	70764*#	OAKLAND COUNTY TREASURER	FEES COUNTY USAGE	800.003	527	130,315.07
				PRINCIPAL PAYMENT	991.000	527	30,601.17
				INTEREST PAYMENT	993.000	527	18,280.09
				CHECK 029 70764 TOTAL FOR FUND 590:			<u>179,196.33</u>
				Total for fund 590 SEWER FUND			179,196.33

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 701 TRUST & AGENCY FUND							
05/15/2024	029	70709	BLACK & VEATCH	T&A BLDG BOND CASH DEPOSITS	283.000	000	100.00
05/15/2024	029	70721	CLEARVIEW HOMES, LLC	BC002-24 - PB23-0127	283.000	000	3,599.50
05/15/2024	029	70726	DAVID JONES	T&A BLDG BOND CASH DEPOSITS	283.000	000	100.00
05/15/2024	029	70752	Jeffrey McKeon	BSER003-23 - PZ22-0046	283.000	000	600.00
05/15/2024	029	70759	MARTIN STEPHENSON	T&A BLDG BOND CASH DEPOSITS	283.000	000	400.00
05/15/2024	029	70779	Robert Gazda	BSER106-22 - PSE22-0082	283.000	000	600.00
05/15/2024	029	70780	Royalton Homes LLC	BSER050-22 - PSE22-0033	283.000	000	500.00
05/15/2024	029	70782	SILVERADO CUSTOM HOMES INC	BC010-24 - PB23-0162	283.000	000	4,160.00
05/15/2024	029	70791	Thomas and Kitty Michalski	BSER026-23 - PZ22-0057	283.000	000	300.00
				Total for fund 701 TRUST & AGENCY FUND			10,359.50
TOTAL - ALL FUNDS							458,387.28

'\*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND  
 '#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

Post Date GL Number	Journal	Summ/Det	Ref # Description	DR Amount	CR Amount
05/31/2024	CD	S	124685	SUMMARY CD 05/31/2024	
100-000-001.000			CHECKING ACCOUNT OXFORD BANK		805,568.35
100-000-084.101			DUE FROM GENERAL FUND	37,934.53	
100-000-084.206			DUE FROM OXFORD FIRE DEPT	28,249.14	
100-000-084.207			DUE FROM POLICE	332,900.53	
100-000-084.208			DUE FROM PARKS & REC	42,073.71	
100-000-084.249			DUE FROM BUILDING DEPARTMENT	1,048.73	
100-000-084.296			DUE FROM CABLE	10,880.32	
100-000-084.297			DUE FROM SAFETY PATH	1,323.03	
100-000-084.298			DUE FROM POLLY ANN TRAIL FUND	478.00	
100-000-084.590			DUE FROM SEWER	4,282.22	
100-000-084.591			DUE FROM WATER	4,383.02	
100-000-084.701			DUE FROM TRUST & AGENCY	342,015.12	
101-000-202.000			ACCOUNTS PAYABLE	37,934.53	
101-000-215.000			DUE TO		37,934.53
206-000-202.000			ACCOUNTS PAYABLE	28,249.14	
206-000-215.000			DUE TO CLEARING FUND		28,249.14
207-000-202.000			ACCOUNTS PAYABLE	332,900.53	
207-000-215.000			DUE TO CLEARING FUND		332,900.53
208-000-202.000			ACCOUNTS PAYABLE	42,073.71	
208-000-215.000			DUE TO CLEARING FUND		42,073.71
249-000-202.000			ACCOUNTS PAYABLE	1,048.73	
249-000-215.000			DUE TO CLEARING FUND		1,048.73
296-000-202.000			ACCOUNTS PAYABLE	10,880.32	
296-000-215.000			DUE TO CLEARING FUND		10,880.32
297-000-202.000			ACCOUNTS PAYABLE	1,323.03	
297-000-215.000			DUE TO CLEARING FUND		1,323.03
298-000-202.000			ACCOUNTS PAYABLE	478.00	
298-000-215.000			DUE TO CLEARING FUND		478.00
590-000-202.000			ACCOUNTS PAYABLE	4,282.22	
590-000-215.000			DUE TO CLEARING FUND		4,282.22
591-000-202.000			ACCOUNTS PAYABLE	4,383.02	
591-000-215.000			DUE TO CLEARING FUND		4,383.02
701-000-202.000			ACCOUNTS PAYABLE	342,015.12	
701-000-215.000			DUE TO OTHER FUNDS		342,015.12
				<u>1,611,136.70</u>	<u>1,611,136.70</u>
				<u>1,611,136.70</u>	<u>1,611,136.70</u>

PRE-PAIDS

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
05/31/2024	029	70805	AARON'S LAWN IN ORDER LLC	CONTRACT CEMETERY MAINTENANCE	825.000	567	6,666.67
05/31/2024	029	70810	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	728.000	267	6.48
05/31/2024	029	70814	AQUA-WEED CONTROL INC	PAINT LAKE CANAL S.A.D.	962.019	572	3,000.00
05/31/2024	029	70821	CASEY REMSING	MILEAGE/MEALS ON WHEELS	860.002	695	217.08
05/31/2024	029	70824	CHRISTOPHER CARNACCHIO	MILEAGE EXPENSE	860.000	171	22.11
05/31/2024	029	70826	CURTIS WRIGHT	MILEAGE EXPENSE	860.000	215	23.45
05/31/2024	029	70834	GENESEE VALLEY VAULT, INC	FEES CEMETERY - FOUNDATION EXPENSE	712.012	567	1,164.00
05/31/2024	029	70841	HART INTERCIVIC, INC	OFFICE SUPPLIES	728.000	262	510.00
				OFFICE SUPPLIES	728.000	262	765.00
				CHECK 029 70841 TOTAL FOR FUND 101:			<u>1,275.00</u>
05/31/2024	029	70843*#	HI-HILL LAWN SERVICE	MAINTENANCE GROUNDS	932.001	265	239.58
05/31/2024	029	70844*#	HI-TECH SYSTEM SERVICE, INC	MAINTENANCE EQUIPMENT	933.000	267	108.00
				MAINTENANCE EQUIPMENT	933.000	267	1,473.00
				MAINTENANCE EQUIPMENT	933.000	267	1,473.00
				CHECK 029 70844 TOTAL FOR FUND 101:			<u>3,054.00</u>
05/31/2024	029	70849*#	J.C. EHRLICH	MAINTENANCE BLDG/GROUNDS	931.000	265	92.97
05/31/2024	029	70857*#	KCL GROUP BENEFITS	INSURANCE MEDICAL	716.000	270	389.92
05/31/2024	029	70865	METCOM	MISCELLANEOUS	962.000	267	32.87
05/31/2024	029	70866*#	MICHIGAN MUNICIPAL RISK MANAGEME	MISCELLANEOUS	962.000	262	196.51
				INSURANCE LIABILITY	955.000	267	8,442.27
				CHECK 029 70866 TOTAL FOR FUND 101:			<u>8,638.78</u>
05/31/2024	029	70867	MICHIGAN TOWNSHIPS ASSOCIATION	MEMBERSHIP DUES	829.000	101	8,776.63

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
05/31/2024	029	70868*#	MISWITCH COMMUNICATIONS, INC	TELEPHONE	853.000	265	831.70
05/31/2024	029	70874*#	O.C.W.R.C.	UTILITIES WATER	927.001	265	221.22
				UTILITIES WATER	927.001	265	168.51
				UTILITIES WATER	927.001	265	94.23
				CHECK 029 70874 TOTAL FOR FUND 101:			<u>483.96</u>
05/31/2024	029	70877	OXFORD COMMUNITY SCHOOLS	MAINTENANCE BLDG/GROUNDS	931.000	265	334.26
05/31/2024	029	70889	PRINTING SYSTEMS	OFFICE SUPPLIES	728.000	262	1,261.71
				OFFICE SUPPLIES	728.000	262	45.93
				OFFICE SUPPLIES	728.000	262	45.93
				CHECK 029 70889 TOTAL FOR FUND 101:			<u>1,353.57</u>
05/31/2024	029	70896	SHORELINE INVESTMENT SERVICES	MAINTENANCE BLDG/GROUNDS	931.000	265	65.00
05/31/2024	029	70900#	SUSAN MCCULLOUGH	MISCELLANEOUS	962.000	215	19.98
				RECORDING SECRETARY	827.000	701	140.00
				CHECK 029 70900 TOTAL FOR FUND 101:			<u>159.98</u>
05/31/2024	029	70908	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP	231.040	000	1,106.52
				Total for fund 101 GENERAL FUND			37,934.53

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 206 OXFORD FIRE DEPARTMENT FUND							
05/31/2024	029	70807	AFLAC	INSURANCE MEDICAL	716.000	357	226.94
05/31/2024	029	70809	ALADDIN'S CLEANING & RESTORATION	BUILDING MAINTENANCE - LABOR	748.001	357	900.00
05/31/2024	029	70813	APOLLO FIRE EQUIPMENT	VEHICLE MAINTENANCE-FIRE	791.001	357	49.96
05/31/2024	029	70815*#	AT&T MOBILITY	TELEPHONE	853.000	357	21.25
				TELEPHONE	853.000	357	371.79
				CHECK 029 70815 TOTAL FOR FUND 206:			<u>393.04</u>
05/31/2024	029	70816	BATTERY WORLD	OPERATING SUPPLIES-FIRE	742.001	357	33.90
05/31/2024	029	70817	BENJAMIN PARSHALL	UNIFORM EXPENSE UNIFORMS	731.000	357	159.00
05/31/2024	029	70819*#	BOUND TREE MEDICAL, LLC	OPERATING SUPPLIES-MEDICAL	742.000	357	15.40
				OPERATING SUPPLIES-MEDICAL	742.000	357	20.78
				OPERATING SUPPLIES-MEDICAL	742.000	357	484.18
				OPERATING SUPPLIES-MEDICAL	742.000	357	515.20
				UNIFORMS-PAID ON CALL	754.000	357	158.72
				CHECK 029 70819 TOTAL FOR FUND 206:			<u>1,194.28</u>
05/31/2024	029	70820	CANFIELD EQUIPMENT SERVICE, INC	EQUIPMENT ACQUISTION	977.000	357	13,284.92
05/31/2024	029	70833	EMERGENCY VEHICLES PLUS	VEHICLE MAINTENANCE-FIRE	791.001	357	407.24
				VEHICLE MAINTENANCE (LABOR)	934.001	357	695.00
				CHECK 029 70833 TOTAL FOR FUND 206:			<u>1,102.24</u>
05/31/2024	029	70835	GIL'S NORTHWOOD COLLISION	VEHICLE MAINTENANCE-FIRE	791.001	357	703.04
				VEHICLE MAINTENANCE (LABOR)	934.001	357	169.94
				CHECK 029 70835 TOTAL FOR FUND 206:			<u>872.98</u>
05/31/2024	029	70838	GREGORY M CHAWA	UNALLOCATED COST RECOVERY BILLING	802.001	357	200.00
05/31/2024	029	70840	HARMON GLASS DOCTOR	VEHICLE MAINTENANCE (LABOR)	934.001	357	75.00
05/31/2024	029	70843*#	HI-HILL LAWN SERVICE	GROUNDS MAINTENANCE	932.001	357	540.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 206 OXFORD FIRE DEPARTMENT FUND							
05/31/2024	029	70847	IMPERIALDADE	BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	635.71
05/31/2024	029	70849*#	J.C. EHRlich	BUILDING MAINTENANCE - LABOR	748.001	357	57.18
				BUILDING MAINTENANCE - LABOR	748.001	357	57.18
				CHECK 029 70849 TOTAL FOR FUND 206:			<u>114.36</u>
05/31/2024	029	70858	KELLY KILGORE	UNIFORM EXPENSE UNIFORMS	731.000	357	188.92
05/31/2024	029	70861	KURT FECHTER	OFFICE SUPPLIES	728.000	357	7.41
05/31/2024	029	70862	LINDE GAS & EQUIPMENT INC	OPERATING SUPPLIES-MEDICAL	742.000	357	97.33
				OPERATING SUPPLIES-MEDICAL	742.000	357	129.21
				CHECK 029 70862 TOTAL FOR FUND 206:			<u>226.54</u>
05/31/2024	029	70863	MACQUEEN EMERGENCY	VEHICLE MAINTENANCE (LABOR)	934.001	357	180.00
05/31/2024	029	70871	MUNICIPAL EMERGENCY SERVICES, IN	TURN-OUT GEAR	743.000	357	467.48
05/31/2024	029	70873	NYE UNIFORM	UNIFORM EXPENSE UNIFORMS	731.000	357	172.00
05/31/2024	029	70874*#	O.C.W.R.C.	UTILITIES WATER	927.001	357	124.49
				UTILITIES WATER	927.001	357	94.23
				CHECK 029 70874 TOTAL FOR FUND 206:			<u>218.72</u>
05/31/2024	029	70876	OAKLAND FUELS	GAS DIESEL FUEL	780.010	357	1,343.96
05/31/2024	029	70888	PRESSURE VESSEL TESTING	MAINTENANCE EQUIPMENT (LABOR)	933.000	357	1,250.00
				MAINTENANCE EQUIPMENT (LABOR)	933.000	357	300.00
				CHECK 029 70888 TOTAL FOR FUND 206:			<u>1,550.00</u>
05/31/2024	029	70891	RICHARD DVORAK	MILEAGE EXPENSE	860.000	357	43.55
05/31/2024	029	70898	STANDARD INSURANCE COMPANY	INSURANCE MEDICAL	716.000	357	2,064.07
05/31/2024	029	70904*#	TOOL SPORT & SIGN CO, INC	UNIFORM EXPENSE UNIFORMS	731.000	357	120.00
				UNIFORMS-PAID ON CALL	754.000	357	40.00
				CHECK 029 70904 TOTAL FOR FUND 206:			<u>160.00</u>

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 206 OXFORD FIRE DEPARTMENT FUND							
05/31/2024	029	70905	TURNOUT MANAGEMENT	TURN-OUT GEAR	743.000	357	122.50
05/31/2024	029	70906	VFIS	INSURANCE LIABILITY-VFIS	955.000	357	161.37
				INSURANCE FIREFIGHTERS	955.010	357	137.46
				FLEET INSURANCE	955.020	357	298.83
				CHECK 029 70906 TOTAL FOR FUND 206:			<u>597.66</u>
05/31/2024	029	70910	XTREME SHREDS	OFFICE SUPPLIES	728.000	357	50.00
05/31/2024	029	70911	ZOLL MEDICAL CORPORATION	OPERATING SUPPLIES-MEDICAL	742.000	357	1,074.00
Total for fund 206 OXFORD FIRE DEPARTMENT FUND							28,249.14

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 207 POLICE CONTRACTING (OCSO) FUND							
05/31/2024	029	70808	AKA ARCHITECTS INC	SUBSTATION EXPANSION	976.002	302	3,910.00
05/31/2024	029	70857*#	KCL GROUP BENEFITS	INSURANCE MEDICAL	716.000	302	59.60
05/31/2024	029	70875	OAKLAND COUNTY TREASURER	WAGES OVERTIME	709.001	302	16,404.60
				CONTRACT O.C.S.D.	711.001	302	312,526.33
				CHECK 029 70875 TOTAL FOR FUND 207:			<u>328,930.93</u>
				Total for fund 207 POLICE CONTRACTING (OCSO) FU			332,900.53

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 208 PARKS & RECREATION FUND							
05/31/2024	029	70811	ANDRE NAVARRE	OPER. SUPPLIES YOUTH SOFTBALL	740.621	752	800.00
05/31/2024	029	70815*#	AT&T MOBILITY	CELL PHONES	854.000	751	83.60
				OPER. SUPPLIES SUMMER CAMP	740.550	752	42.33
				CHECK 029 70815 TOTAL FOR FUND 208:			<u>125.93</u>
05/31/2024	029	70818	BERNADETTE KATHRYN	PROF/CONT SEYMOUR CELEBRATION			** VOIDED **
05/31/2024	029	70819*#	BOUND TREE MEDICAL, LLC	CAPITAL OUTLAY	970.001	751	1,931.84
05/31/2024	029	70822	CHARTER COMMUNICATIONS	TELEPHONE SEYMOUR LAKE PARK	853.661	757	129.98
05/31/2024	029	70823	CHRISTINA STARR	OPER. SUPPLIES YOUTH SOFTBALL	740.621	752	480.00
05/31/2024	029	70827	DAN CUMMINGHAM	PROF/CONT SPECIAL EVENT MISC.	816.610	752	150.00
05/31/2024	029	70828	DANIELLE SMITH	RECORDING SECRETARY	827.000	751	140.00
05/31/2024	029	70830	DAWN MEDICI	COMMUNITY GARDEN EXPENSES	932.107	757	17.98
05/31/2024	029	70832	DONNA MARTIN	PROF/CONT SENIOR LIFE SKILLS	816.404	758	236.00
05/31/2024	029	70839#	HALL'S LOCKSMITH SERVICE	OPER. SUPPLIES YOUTH SOFTBALL	740.621	752	144.00
				OPER. SUPPLIES FARMERS MARKET	740.667	757	142.00
				MAINTENANCE BUILDINGS - SEYMOUR	931.661	757	144.00
				CHECK 029 70839 TOTAL FOR FUND 208:			<u>430.00</u>
05/31/2024	029	70844*#	HI-TECH SYSTEM SERVICE, INC	COMPUTER PROGRAMMING	970.003	751	37.00
				COMPUTER PROGRAMMING	970.003	751	675.00
				COMPUTER PROGRAMMING	970.003	751	675.00
				CHECK 029 70844 TOTAL FOR FUND 208:			<u>1,387.00</u>
05/31/2024	029	70848	INDEPENDENCE VILLAGE OF OXFORD	SENIOR ENRICHMENT SUPPLIES	728.402	758	288.00
				MISCELLANEOUS TRAVEL	962.671	758	320.00
				CHECK 029 70848 TOTAL FOR FUND 208:			<u>608.00</u>
05/31/2024	029	70850	JAY'S SEPTIC TANK SERVICE	RENTAL FEES EQUIPMENT POWELL LAKE PAR	943.662	757	110.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 208 PARKS & RECREATION FUND							
05/31/2024	029	70852	JEFF LIJANA	OPER. SUPPLIES YOUTH SOFTBALL	740.621	752	800.00
05/31/2024	029	70853	JIM GIBBONS AUDIO VIDEO SERVICES	PROF/CONT SEYMOUR CELEBRATION	816.620	752	2,100.00
05/31/2024	029	70859	KEN DUDEK	PROF/CONT SEYMOUR CELEBRATION	816.620	752	950.00
05/31/2024	029	70860	KENNETH SMITH	REFUND TRAVEL TRIPS	964.671	758	48.00
				REFUND TRAVEL TRIPS	964.671	758	48.00
				CHECK 029 70860 TOTAL FOR FUND 208:			<u>96.00</u>
05/31/2024	029	70864	MARVEL STORK	REFUND BABYSITTING	964.643	752	15.00
05/31/2024	029	70866*#	MICHIGAN MUNICIPAL RISK MANAGEME	INSURANCE LIABILITY	955.000	751	8,435.55
05/31/2024	029	70868*#	MISWITCH COMMUNICATIONS, INC	TELEPHONE	853.000	751	194.23
05/31/2024	029	70869	MPARKS	PROF/CONT TRAVEL	816.671	758	11,475.00
05/31/2024	029	70870	MR OZ STONECARVING	PARK MEMORIALS	974.700	757	261.00
05/31/2024	029	70872	NAEIR	FACILITY PRODUCTS/SUPPLIES	744.001	757	80.00
05/31/2024	029	70879	OXFORD TOWNSHIP	OPER. SUPPLIES YOUTH SOFTBALL	740.621	752	6,140.00
05/31/2024	029	70892	ROBIN PYKE	COMMUNITY GARDEN EXPENSES	932.107	757	150.00
05/31/2024	029	70893	ROUTE 23	PROF/CONT TRAVEL	816.671	758	150.00
05/31/2024	029	70894	RZADKO'S 10 MINUTE OIL CHANGE	VEHICLE MAINTENANCE (LABOR)	934.001	757	124.96
05/31/2024	029	70895	SHELLEY DEMOS	REFUND SENIOR ATHLETICS	964.401	758	45.00
				REFUND SENIOR ATHLETICS	964.401	758	50.00
				CHECK 029 70895 TOTAL FOR FUND 208:			<u>95.00</u>
05/31/2024	029	70897	SPENCER OIL CO	GAS/DIESEL SEYMOUR	934.661	757	829.24
05/31/2024	029	70899	SULLY CLEANING COMPANY	JANITORIAL SERVICE	831.000	751	1,000.00
05/31/2024	029	70903	TOM DECKER	PROF/CONT SENIOR ATHLETICS	816.401	758	693.00

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 208 PARKS & RECREATION FUND							
05/31/2024	029	70904*#	TOOL SPORT & SIGN CO, INC	OPER. SUPPLIES YOUTH SOFTBALL	740.621	752	738.00
Total for fund 208 PARKS & RECREATION FUND							40,873.71

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 249 BUILDING DEPARTMENT FUND							
05/31/2024	029	70846	ICC	MISCELLANEOUS	962.000	289	206.00
05/31/2024	029	70855	JODY KINJORSKI	MILEAGE EXPENSE	860.000	289	350.00
05/31/2024	029	70857*#	KCL GROUP BENEFITS	INSURANCE MEDICAL	716.000	289	142.73
05/31/2024	029	70887	PATRICK H PAYNE	MILEAGE EXPENSE	860.000	289	350.00
Total for fund 249 BUILDING DEPARTMENT FUND							1,048.73

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 296 CABLE TV FUND							
05/31/2024	029	70806	ADDISON TOWNSHIP	FEEES ADDISON TWP. FRANCHISE FEES	800.001	296	10,226.26
05/31/2024	029	70851	JEBEDIAH CALHOUN	MILEAGE EXPENSE	860.000	296	80.40
05/31/2024	029	70854	JIM SMITHER	MILEAGE EXPENSE	860.000	296	350.00
05/31/2024	029	70856	JOSEPH CALHOUN	MILEAGE EXPENSE	860.000	296	61.64
05/31/2024	029	70901	T-MOBILE	INTERNET FEES	853.001	296	63.25
05/31/2024	029	70902	TERI STILES	MILEAGE EXPENSE	860.000	296	36.18
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	296	41.82
				CHECK 029 70902 TOTAL FOR FUND 296:			<u>78.00</u>
05/31/2024	029	70909	WILLIAM JULIEN	MILEAGE EXPENSE	860.000	296	20.77
				Total for fund 296 CABLE TV FUND			10,880.32

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 297 SAFETY PATH FUND							
05/31/2024	029	70866*#	MICHIGAN MUNICIPAL RISK MANAGEME	INSURANCE LIABILITY	955.000	852	1,323.03
Total for fund 297 SAFETY PATH FUND							1,323.03

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 298 POLLY ANN TRAIL FUND							
05/31/2024	029	70831	DELONG PLUMBING	UTILITIES-WATER	927.001	853	378.00
				UTILITIES-WATER	927.001	853	100.00
				CHECK 029 70831 TOTAL FOR FUND 298:			<u>478.00</u>
				Total for fund 298 POLLY ANN TRAIL FUND			478.00

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 590 SEWER FUND							
05/31/2024	029	70837	GREAT LAKES WATER AUTHORITY	FEES COUNTY USAGE	800.003	527	1,146.60
05/31/2024	029	70866*#	MICHIGAN MUNICIPAL RISK MANAGEME	INSURANCE LIABILITY	955.000	527	3,135.62
Total for fund 590 SEWER FUND							4,282.22

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 591 WATER FUND							
05/31/2024	029	70866*#	MICHIGAN MUNICIPAL RISK MANAGEME	INSURANCE LIABILITY	955.000	538	4,383.02
Total for fund 591 WATER FUND							4,383.02

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 701 TRUST & AGENCY FUND							
05/31/2024	029	70812	Andrew & Roberta Murdock	BSER096-22 - PSE22-0072	283.000	000	600.00
05/31/2024	029	70825	CLEARVIEW HOMES, LLC	BC013-24 - PB23-0214	283.000	000	1,450.00
05/31/2024	029	70829	David James Caulder	BC113-22 - PB22-0111	283.000	000	100.00
05/31/2024	029	70836	Glen Arbor Building LLC	BC028-22 - PB22-0024	283.000	000	500.00
				BSER024-22 - PSE22-0006	283.000	000	500.00
				CHECK 029 70836 TOTAL FOR FUND 701:			<u>1,000.00</u>
05/31/2024	029	70842	Henry Yandt Construction LLC	BSEC003-22 - PSE22-0092	283.000	000	5,000.00
05/31/2024	029	70845	Howard Studt Jr	BSER116-22 - PSE22-0089	283.000	000	500.00
05/31/2024	029	70878	OXFORD PUBLIC LIBRARY	DELINQUENT TAXES	277.000	000	35,149.70
				DELINQUENT TAXES	277.000	000	284.97
				CHECK 029 70878 TOTAL FOR FUND 701:			<u>35,434.67</u>
05/31/2024	029	70880	OXFORD TOWNSHIP GENERAL FUND	DELINQUENT TAXES	277.000	000	23,977.76
				DELINQUENT TAXES	277.000	000	187.80
				DELINQUENT TAXES	277.000	000	385.23
				DELINQUENT TAXES	277.000	000	361.16
				DELINQUENT TAXES	277.000	000	758.96
				DELINQUENT TAXES	277.000	000	194.40
				CHECK 029 70880 TOTAL FOR FUND 701:			<u>25,865.31</u>
05/31/2024	029	70881	OXFORD TWP FIRE FUND	DELINQUENT TAXES	277.000	000	119,315.95
				DELINQUENT TAXES	277.000	000	967.31
				CHECK 029 70881 TOTAL FOR FUND 701:			<u>120,283.26</u>
05/31/2024	029	70882	OXFORD TWP PARKS AND RECREATION	DELINQUENT TAXES			** VOIDED **
				DELINQUENT TAXES			** VOIDED **
				DELINQUENT TAXES			** VOIDED **
05/31/2024	029	70883	OXFORD TWP PARKS BOND DEBT FUND	DELINQUENT TAXES	277.000	000	5,151.40

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 701 TRUST & AGENCY FUND							
05/31/2024	029	70884	OXFORD TWP POLICE CONT FUND	DELINQUENT TAXES	277.000	000	85,649.68
				DELINQUENT TAXES	277.000	000	837.46
				CHECK 029 70884 TOTAL FOR FUND 701:			<u>86,487.14</u>
05/31/2024	029	70885	OXFORD TWP SEWER FUND	DELINQUENT TAXES	277.000	000	9,959.45
05/31/2024	029	70886	OXFORD TWP WATER FUND	DELINQUENT TAXES	277.000	000	408.63
05/31/2024	029	70890	Ralf Stromeyer	BC150-22 - PB22-0143	283.000	000	100.00
05/31/2024	029	70907	VILLAGE OF OXFORD DDA	DELINQUENT TAXES	277.000	000	22,598.22
				DELINQUENT TAXES	277.000	000	523.02
				CHECK 029 70907 TOTAL FOR FUND 701:			<u>23,121.24</u>
				Total for fund 701 TRUST & AGENCY FUND			315,461.10
			TOTAL - ALL FUNDS				<u>777,814.33</u>

'\*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND  
 '#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

Post Date GL Number	Journal	Summ/Det	Ref # Description	DR Amount	CR Amount
05/31/2024	CD	S	124692	SUMMARY CD 05/31/2024	
100-000-001.000			CHECKING ACCOUNT OXFORD BANK		
100-000-084.701			DUE FROM TRUST & AGENCY	26,554.02	26,554.02
701-000-202.000			ACCOUNTS PAYABLE	26,554.02	
701-000-215.000			DUE TO OTHER FUNDS		26,554.02
				<u>53,108.04</u>	<u>53,108.04</u>
				<u>53,108.04</u>	<u>53,108.04</u>

PRE-PAIDS

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CHECK DISBURSEMENT REPORT FOR OXFORD TOWNSHIP  
CHECK NUMBER 70912 - 70913  
Banks: 029

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 701 TRUST & AGENCY FUND							
05/31/2024	029	70912	OXFORD TWP PARKS AND RECREATION	DELINQUENT TAXES	277.000	000	26,299.03
				DELINQUENT TAXES	277.000	000	213.22
				CHECK 029 70912 TOTAL FOR FUND 701:			<u>26,512.25</u>
05/31/2024	029	70913	OXFORD TWP PARKS BOND DEBT FUND	DELINQUENT TAXES	277.000	000	41.77
				Total for fund 701 TRUST & AGENCY FUND			26,554.02
			TOTAL - ALL FUNDS				26,554.02

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JOURNALS POSTING REPORT  
Check: 70914 (1 check)

Post Date GL Number	Journal	Summ/Det	Ref # Description	DR Amount	CR Amount
06/04/2024	CD	S	124737		
				SUMMARY CD 06/04/2024	
100-000-001.000			CHECKING ACCOUNT OXFORD BANK		600.00
100-000-084.208			DUE FROM PARKS & REC	600.00	
208-000-202.000			ACCOUNTS PAYABLE	600.00	
208-000-215.000			DUE TO CLEARING FUND		600.00
				<u>1,200.00</u>	<u>1,200.00</u>
				<u>1,200.00</u>	<u>1,200.00</u>

PRE-PAIDS

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CHECK DISBURSEMENT REPORT FOR OXFORD TOWNSHIP  
CHECK NUMBER 70914  
Banks: 029

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 208 PARKS & RECREATION FUND							
06/04/2024	029	70914	BERNADETTE KATHRYN	PROF/CONT SEYMOUR CELEBRATION	816.620	752	600.00
				Total for fund 208 PARKS & RECREATION FUND			600.00
TOTAL - ALL FUNDS							600.00

**Payroll Liability**

<b>Total Cash Required</b>		<b>\$37,981.90</b>
Debit for FSDD (Full Service Direct Deposit)	OXFORD BANK, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1968	\$26,491.18
Debit for Taxes	OXFORD BANK, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1968	\$11,490.72
Total cash required for OXFORD BANK, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1968		\$37,981.90

**Important Note**  
Your cash required total does not include your fees for service. The invoice with the details of your fees will be sent the Monday after you process your payroll with the debit from your account occurring 3 banking days later.

**PRE-PAIDS**

**Payroll Liability**

<b>Total Cash Required</b>		<b>\$43,139.28</b>
Debit for FSDD (Full Service Direct Deposit)	OXFORD BANK, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1968	\$30,481.01
Debit for Taxes	OXFORD BANK, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1968	\$12,658.27
Total cash required for OXFORD BANK, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1968		\$43,139.28

**Important Note**  
Your cash required total does not include your fees for service. The invoice with the details of your fees will be sent the Monday after you process your payroll with the debit from your account occurring 3 banking days later.

**PRE-PAIDS**

**Statistical Summary**

Company:7TH - CHARTER TOWN Service Center:0056 Great Lakes

Status:Under Review

Week#:19

Pay Date:05/09/2024

P/E Date:05/04/2024

Qtr/Year:2/2024

Run Time/Date:11:10:34 AM EDT 05/06/2024

<b>Taxes Debited</b>			
Federal Income Tax		7,547.48	
Earned Income Credit Advances		0.00	
Social Security - EE		4,305.70	
Social Security - ER		4,429.70	4,429.70
Social Security Adj - EE		0.00	
Medicare - EE		1,006.99	
Medicare - ER		1,035.98	1,035.98
Medicare Adj - EE		0.00	5,465.68
Medicare Surtax - EE		0.00	
Medicare Surtax Adj - EE		0.00	
Federal Unemployment Tax		0.00	
FMLA-PSL Payments Credit		0.00	
FMLA-PSL ER FICA Credit		0.00	
FMLA-PSL Health Care Premium Credit		0.00	
Employee Retention Qualified Payments Credit		0.00	
Employee Retention Qualified Health Care Credit		0.00	
COBRA Premium Assistance Payments		0.00	
State Income Tax		2,732.04	
Non Resident State Income Tax		0.00	
State Unemployment Insurance - EE		0.00	
State Unemployment Insurance Adj - EE		0.00	
State Disability Insurance - EE		0.00	
State Disability Insurance Adj - EE		0.00	
State Unemployment/Disability Ins - ER		0.00	0.00
State Family Leave Insurance - EE		0.00	
State Family Leave Insurance - ER		0.00	
State Family Leave Insurance Adj - EE		0.00	
State Medical Leave Insurance - EE		0.00	
State Medical Leave Insurance - ER		0.00	
State Medical Leave Insurance Adj - EE		0.00	
State Cares Fund - EE		0.00	
Transit Tax - EE		0.00	
Workers' Benefit Fund Assessment - EE		0.00	
Workers' Benefit Fund Assessment - ER		0.00	
Local Income Tax		0.00	
School District Tax		0.00	
<b>Total Taxes Debited</b>			<b>21,057.89</b>
<b>Other Transfers</b>			
Full Service Direct Deposit Acct. No.XXX7204Tran/ABAXXXXXXXX			49,509.83
Wage Garnishments Acct. No.XXX7204Tran/ABAXXXXXXXX			688.67

**Total Liability**

PRE-PAIDS

3 (6)

Statistical Summary

	<b>Total Amount Debited From Your Account</b>		<b>71,256.39</b>	<b>71,256.39</b>
<b>Bank Debits &amp; Other Liability</b>	Checks	0.00		<b>71,256.39</b>
	Adjustments/Prepay/Voids	0.00		<b>71,256.39</b>
<b>Taxes- Your Responsibility</b>	<b>None this payroll</b>			
				<b>71,256.39</b>

DUPLICATE

**Statistical Summary**

Company:7TH - CHARTER TOWN Service Center:0056 Great Lakes  
 Week#:21 Pay Date:05/23/2024  
 Qtr/Year:2/2024 Run Time/Date:13:52:54 PM EDT 05/20/2024

Status:Under Review  
 P/E Date:05/18/2024

<b>Taxes Debited</b>			
Federal Income Tax		11,823.41	
Earned Income Credit Advances		0.00	
Social Security - EE		6,647.64	
Social Security - ER		6,771.68	6,771.68
Social Security Adj - EE		0.00	
Medicare - EE		1,554.67	
Medicare - ER		1,583.70	1,583.70
Medicare Adj - EE		0.00	8,355.38
Medicare Surtax - EE		0.00	
Medicare Surtax Adj - EE		0.00	
Federal Unemployment Tax		0.00	
FMLA-PSL Payments Credit		0.00	
FMLA-PSL ER FICA Credit		0.00	
FMLA-PSL Health Care Premium Credit		0.00	
Employee Retention Qualified Payments Credit		0.00	
Employee Retention Qualified Health Care Credit		0.00	
COBRA Premium Assistance Payments		0.00	
State Income Tax		4,359.97	
Non Resident State Income Tax		0.00	
State Unemployment Insurance - EE		0.00	
State Unemployment Insurance Adj - EE		0.00	
State Disability Insurance - EE		0.00	
State Disability Insurance Adj - EE		0.00	
State Unemployment/Disability Ins - ER		275.18	275.18
State Family Leave Insurance - EE		0.00	
State Family Leave Insurance - ER		0.00	
State Family Leave Insurance Adj - EE		0.00	
State Medical Leave Insurance - EE		0.00	
State Medical Leave Insurance - ER		0.00	
State Medical Leave Insurance Adj - EE		0.00	
State Cares Fund - EE		0.00	
Transit Tax - EE		0.00	
Workers' Benefit Fund Assessment - EE		0.00	
Workers' Benefit Fund Assessment - ER		0.00	
Local Income Tax		0.00	
School District Tax		0.00	
<b>Total Taxes Debited</b>			<b>33,016.25</b>
<b>Other Transfers</b>			
Full Service Direct Deposit Acct. No.XXX7204Tran/ABAXXXXXXX			78,490.24
Wage Garnishments Acct. No.XXX7204Tran/ABAXXXXXXX			688.67

**Total Liability**

PRE-PAIDS

1\_21 (7)

Statistical Summary

<b>Total Amount Debited From Your Account</b>		<b>112,195.16</b>	<b>112,195.16</b>
<b>Bank Debits &amp; Other Liability</b>	Checks	0.00	<b>112,195.16</b>
	Adjustments/Prepay/Voids	0.00	<b>112,195.16</b>
<b>Taxes- Your Responsibility</b>	None this payroll		<b>112,195.16</b>

Prepared by: [Signature]

### Payroll Liability

<b>Total Cash Required</b>		<b>\$24,200.77</b>
Debit for Checks (Net Pay)	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXXXX83-1	\$261.79
Debit for FSDD (Full Service Direct Deposit)	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXXXX83-1	\$17,639.45
Debit for Taxes	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXXXX83-1	\$6,299.53
Total cash required for Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXXXX83-1		\$24,200.77

#### Important Note

Your cash required total does not include your fees for service. The invoice with the details of your fees will be sent the Monday after you process your payroll with the debit from your account occurring 3 banking days later.

## PRE-PAIDS

**Payroll Liability**

<b>Total Cash Required</b>		<b>\$22,240.29</b>
Debit for Checks (Net Pay)	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXXXX83-1	\$485.30
Debit for FSDD (Full Service Direct Deposit)	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXXXX83-1	\$15,926.73
Debit for Taxes	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXXXX83-1	\$5,828.26
Total cash required for Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXXXX83-1		\$22,240.29

**Important Note**  
Your cash required total does not include your fees for service. The invoice with the details of your fees will be sent the Monday after you process your payroll with the debit from your account occurring 3 banking days later.

**PRE-PAIDS**

**Payroll Liability**

<b>Total Cash Required</b>		<b>\$9,449.63</b>
Debit for FSDD (Full Service Direct Deposit)	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1976	\$7,311.80
Debit for Taxes	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1976	\$2,137.83
Total cash required for Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1976		\$9,449.63

**Important Note**  
Your cash required total does not include your fees for service. The invoice with the details of your fees will be sent the Monday after you process your payroll with the debit from your account occurring 3 banking days later.

**PRE-PAIDS**

### Payroll Liability

<b>Total Cash Required</b>		<b>\$10,630.69</b>
Debit for FSDD (Full Service Direct Deposit)	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1976	\$8,211.08
Debit for Taxes	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1976	\$2,419.61
Total cash required for Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1976		\$10,630.69

**Important Note**  
Your cash required total does not include your fees for service. The invoice with the details of your fees will be sent the Monday after you process your payroll with the debit from your account occurring 3 banking days later.

## PRE-PAIDS

Post Date GL Number	Journal	Summ/Det	Ref # Description	DR Amount	CR Amount
06/12/2024	CD	S	124794	SUMMARY CD 06/12/2024	
100-000-001.000			CHECKING ACCOUNT OXFORD BANK		191,296.73
100-000-084.101			DUE FROM GENERAL FUND	112,026.13	
100-000-084.206			DUE FROM OXFORD FIRE DEPT	2,385.00	
100-000-084.207			DUE FROM POLICE	4,135.00	
100-000-084.249			DUE FROM BUILDING DEPARTMENT	16,962.00	
100-000-084.296			DUE FROM CABLE	304.85	
100-000-084.297			DUE FROM SAFETY PATH	37,135.00	
100-000-084.590			DUE FROM SEWER	855.00	
100-000-084.591			DUE FROM WATER	11,285.00	
100-000-084.701			DUE FROM TRUST & AGENCY	4,565.00	
100-000-084.805			DUE FROM SAD BONDS CONSTRUCTION	1,643.75	
101-000-202.000			ACCOUNTS PAYABLE	112,026.13	
101-000-215.000			DUE TO		112,026.13
206-000-202.000			ACCOUNTS PAYABLE	2,385.00	
206-000-215.000			DUE TO CLEARING FUND		2,385.00
207-000-202.000			ACCOUNTS PAYABLE	4,135.00	
207-000-215.000			DUE TO CLEARING FUND		4,135.00
249-000-202.000			ACCOUNTS PAYABLE	16,962.00	
249-000-215.000			DUE TO CLEARING FUND		16,962.00
296-000-202.000			ACCOUNTS PAYABLE	304.85	
296-000-215.000			DUE TO CLEARING FUND		304.85
297-000-202.000			ACCOUNTS PAYABLE	37,135.00	
297-000-215.000			DUE TO CLEARING FUND		37,135.00
590-000-202.000			ACCOUNTS PAYABLE	855.00	
590-000-215.000			DUE TO CLEARING FUND		855.00
591-000-202.000			ACCOUNTS PAYABLE	11,285.00	
591-000-215.000			DUE TO CLEARING FUND		11,285.00
701-000-202.000			ACCOUNTS PAYABLE	4,565.00	
701-000-215.000			DUE TO OTHER FUNDS		4,565.00
805-000-202.000			ACCOUNTS PAYABLE	1,643.75	
805-000-215.000			DUE TO CLEARING FUND		1,643.75
				<u>382,593.46</u>	<u>382,593.46</u>
				<u>382,593.46</u>	<u>382,593.46</u>

TO BE PAIDS

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
06/12/2024	029	70915*#	CARLISLE/WORTMAN ASSOCIATES	PLANNER/PROF. SERVICES PLANNER	801.000	701	1,160.00
				PLANNER/PROF. SERVICES MASTER PLAN	801.001	701	5,612.50
				PLANNER/PROF. SERVICES	801.009	701	2,935.00
				PLANNER/PROF. SERVICES	801.009	701	2,000.00
				PLANNER/PROF. SERVICES	801.009	701	1,955.00
				PLANNER/PROF. SERVICES PLANNER	801.000	702	62.50
				CHECK 029 70915 TOTAL FOR FUND 101:			<u>13,725.00</u>
06/12/2024	029	70922	OXFORD PUBLIC LIBRARY	LOCAL COMMUNITY STABILIZATION REVENUE	573.000	000	46,874.41
06/12/2024	029	70923	OXFORD TWP PARKS AND RECREATION	LOCAL COMMUNITY STABILIZATION REVENUE	573.000	000	35,070.82
06/12/2024	029	70924	OXFORD TWP PARKS BOND DEBT FUND	LOCAL COMMUNITY STABILIZATION REVENUE	573.000	000	7,413.40
06/12/2024	029	70926*#	SHARPE ENGINEERING	ENGINEERING FEES - GENERAL	821.000	447	700.00
06/12/2024	029	70928*#	THE KELLY FIRM	LEGAL FEES	826.000	266	4,200.00
				LEGAL FEES	826.000	266	75.00
				ARPA LEGAL FEES	962.024	267	1,102.50
				MARIJUANA LEGAL FEES	962.028	267	30.00
				OAK RIDGE ROAD SAD - 2024	962.029	572	1,230.00
				LEGAL FEES	826.000	701	1,605.00
				CHECK 029 70928 TOTAL FOR FUND 101:			<u>8,242.50</u>
				Total for fund 101 GENERAL FUND			112,026.13

06/07/2024 08:24 AM  
User: SMCCULLOUGH  
DB: Oxford Township

CHECK DISBURSEMENT REPORT FOR OXFORD TOWNSHIP  
CHECK NUMBER 70915 - 70930  
Banks: 029

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 206 OXFORD FIRE DEPARTMENT FUND							
06/12/2024	029	70928*#	THE KELLY FIRM	LEGAL FEES	826.000	357	2,385.00
Total for fund 206 OXFORD FIRE DEPARTMENT FUND							2,385.00

06/07/2024 08:24 AM  
User: SMCCULLOUGH  
DB: Oxford Township

CHECK DISBURSEMENT REPORT FOR OXFORD TOWNSHIP  
CHECK NUMBER 70915 - 70930  
Banks: 029

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 207 POLICE CONTRACTING (OCSO) FUND							
06/12/2024	029	70928*#	THE KELLY FIRM	LEGAL FEES	826.000	302	2,500.00
				LEGAL FEES	826.000	302	1,635.00
				CHECK 029 70928 TOTAL FOR FUND 207:			<u>4,135.00</u>
				Total for fund 207 POLICE CONTRACTING (OCSO) FU			4,135.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 249 BUILDING DEPARTMENT FUND							
06/12/2024	029	70918	JIM SMITHER	FEES HEATING INSPECTOR	712.002	289	3,900.00
				FEES BUILDING INSPECTOR	712.009	289	25.00
				CHECK 029 70918 TOTAL FOR FUND 249:			<u>3,925.00</u>
06/12/2024	029	70919*#	JODY KINJORSKI	FEES PLUMBING INSPECTOR	712.004	289	2,300.00
				FEES BUILDING INSPECTOR	712.009	289	25.00
				CHECK 029 70919 TOTAL FOR FUND 249:			<u>2,325.00</u>
06/12/2024	029	70925	PAYNE ELECTRIC LLC	FEES ELECTRIC INSPECTORS	712.001	289	3,045.00
				FEES BUILDING INSPECTOR	712.009	289	25.00
				CHECK 029 70925 TOTAL FOR FUND 249:			<u>3,070.00</u>
06/12/2024	029	70926*#	SHARPE ENGINEERING	ENGINEER INSPECTOR FEE	712.010	289	877.50
				SOIL EROSION INSPECTOR	712.013	289	3,472.50
				CHECK 029 70926 TOTAL FOR FUND 249:			<u>4,350.00</u>
06/12/2024	029	70928*#	THE KELLY FIRM	LEGAL FEES	826.000	289	525.00
06/12/2024	029	70929	TOM BERGER	FEES BUILDING INSPECTOR	712.009	289	2,767.00
				Total for fund 249 BUILDING DEPARTMENT FUND			16,962.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 296 CABLE TV FUND							
06/12/2024	029	70916	CHARLES CAMERON	MILEAGE EXPENSE	860.000	296	58.96
06/12/2024	029	70917	DAVID F KENNY	MILEAGE EXPENSE	860.000	296	24.12
06/12/2024	029	70920	JOSEPH CALHOUN	MILEAGE EXPENSE	860.000	296	59.63
06/12/2024	029	70921	KYLE SNAGE	MILEAGE EXPENSE	860.000	296	22.78
06/12/2024	029	70927	TERI STILES	MILEAGE EXPENSE	860.000	296	111.22
06/12/2024	029	70930	WILLIAM JULIEN	MILEAGE EXPENSE	860.000	296	28.14
Total for fund 296 CABLE TV FUND							304.85

06/07/2024 08:24 AM  
User: SMCCULLOUGH  
DB: Oxford Township

CHECK DISBURSEMENT REPORT FOR OXFORD TOWNSHIP  
CHECK NUMBER 70915 - 70930  
Banks: 029

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 297 SAFETY PATH FUND							
06/12/2024	029	70926*#	SHARPE ENGINEERING	SEYMOUR LAKE SAFETY PATH PROJECT	808.002	852	29,705.00
				ENGINEERING FEES - GENERAL	821.000	852	6,860.00
				CHECK 029 70926 TOTAL FOR FUND 297:			<u>36,565.00</u>
06/12/2024	029	70928*#	THE KELLY FIRM	LEGAL FEES	826.000	852	570.00
				Total for fund 297 SAFETY PATH FUND			37,135.00

06/07/2024 08:24 AM  
User: SMCCULLOUGH  
DB: Oxford Township

CHECK DISBURSEMENT REPORT FOR OXFORD TOWNSHIP  
CHECK NUMBER 70915 - 70930  
Banks: 029

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 590 SEWER FUND							
06/12/2024	029	70919*#	JODY KINJORSKI	INSPECTOR FEES	712.000	527	150.00
06/12/2024	029	70926*#	SHARPE ENGINEERING	ENGINEERING FEES - GENERAL	821.000	527	375.00
06/12/2024	029	70928*#	THE KELLY FIRM	LEGAL FEES	826.000	527	330.00
Total for fund 590 SEWER FUND							855.00

06/07/2024 08:24 AM  
User: SMCCULLOUGH  
DB: Oxford Township

CHECK DISBURSEMENT REPORT FOR OXFORD TOWNSHIP  
CHECK NUMBER 70915 - 70930  
Banks: 029

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 591 WATER FUND							
06/12/2024	029	70919*#	JODY KINJORSKI	INSPECTOR FEES	712.000	538	150.00
06/12/2024	029	70926*#	SHARPE ENGINEERING	ENGINEERING FEES - GENERAL	821.000	538	6,680.00
				WATER LINE EXTENSIONS	972.000	538	4,455.00
				CHECK 029 70926 TOTAL FOR FUND 591:			<u>11,135.00</u>
				Total for fund 591 WATER FUND			11,285.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 701 TRUST & AGENCY FUND							
06/12/2024	029	70915*#	CARLISLE/WORTMAN ASSOCIATES	BTA24-0002	283.001	000	180.00
				BTA23-0009	283.001	000	1,172.50
				CHECK 029 70915 TOTAL FOR FUND 701:			<u>1,352.50</u>
06/12/2024	029	70926*#	SHARPE ENGINEERING	BTA24-0003	283.001	000	1,000.00
				Consultation (Escrow)	283.001	000	637.50
				CHECK 029 70926 TOTAL FOR FUND 701:			<u>1,637.50</u>
06/12/2024	029	70928*#	THE KELLY FIRM	Consultation (Escrow)	283.001	000	180.00
				Consultation (Escrow)	283.001	000	150.00
				BTA23-0007	283.001	000	660.00
				BTA23-0009	283.001	000	585.00
				CHECK 029 70928 TOTAL FOR FUND 701:			<u>1,575.00</u>
				Total for fund 701 TRUST & AGENCY FUND			4,565.00

06/07/2024 08:24 AM  
User: SMCCULLOUGH  
DB: Oxford Township

CHECK DISBURSEMENT REPORT FOR OXFORD TOWNSHIP  
CHECK NUMBER 70915 - 70930  
Banks: 029

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 805 NAD SEWER S/A CONSTRUCTION FUND							
06/12/2024	029	70926*#	SHARPE ENGINEERING	CONTRACTOR FEES	821.013	543	1,643.75
				Total for fund 805 NAD SEWER S/A CONSTRUCTION F			1,643.75
TOTAL - ALL FUNDS							191,296.73

'\*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

# Committee and Representative Reports

**June 12, 2024** *(Reports not submitted **highlighted**)*

American Rescue Plan Act

Capital Improvement

Cemetery

Community Development Block Grant *(CDBG)*

Election Commission

**Hazardous Waste *(NO Haz)***

Highway / Roads

**Master Plan Steering Committee**

North Oakland Transportation Authority *(NOTA)*

**Ordinance Review *(Planning Commission)***

**Oxford Area Cable Communications Commission *(OACCC)***

Oxford Addison Youth Assistance

**Oxford Downtown Development Authority**

**Personnel Committee**

Planned Unit Development *(PUD)*

**Planning Commission**

Polly Ann Trail

**Safety Path**

Salary Compensation

Single Waste Hauler

**Southeast Michigan Council of Governments *(SEMCOG)***

Spongy Moth

**Union Negotiations**

**Village of Oxford Planning Commission**

**Water & Sewer**

Web Site

**Zoning Board of Appeals *(ZBA)***

# American Rescue Plan Act Committee Report

Date: June 12, 2024

To: Board of Trustees

From: American Rescue Plan Act (“ARPA”) Committee  
*(Jon Nold, Margie Payne, Danielle Smith, Curtis Wright)*

Re: ARPA Update

Dear Board Members:

- The full ARPA Committee met on May 29, 2024 and rescinded an approved recommended motion to reallocate engineering fees and restored these funds to the North Area Sanitary Sewer project and the Brabb Dewey Subdivision sewer project from which they were reallocated to reestablish the original Township Board approved ARPA allocations.
- These engineering expenses have been administratively transferred from ARPA expenses to other appropriate funds.
- Superior Excavating donated \$10,000.00 of their construction cost toward the Ray Road Safety Path project. The Committee recommended to the Oxford Township Board of Trustees to reallocate this \$10,000.00 amount to the Cemetery Maintenance Fund.
- The Committee also recommended if there are any unspent legal fees they be reallocated to the Cemetery Maintenance Fund.
- ARPA funds have been totally allocated or reallocated to meet the December 31, 2024 deadline.
- ARPA Funds must be expended by December 31, 2026.

# **CHARTER TOWNSHIP OF OXFORD**

**Date:** June 12, 2024

**To:** Board of Trustees

**From:** Capital Improvement Committee  
*(Jack Curtis, Catherine Colvin, Jon Nold)*

**Re.** Capital Improvement Committee Update

Dear Board Members:

The committee has not met and has nothing to report at this time. The committee welcomes any feedback and/or recommendations. Thank you.

# CEMETERY COMMITTEE REPORT

Date: June 12, 2024

To: Board of Trustees

From: Cemetery Committee  
*(Jack Curtis; Kelly Richter; Curtis Wright)*

Re: Oxford Township Cemetery  
North Oxford Cemetery  
Mt. Pleasant Cemetery

Dear Board Members:

- The Cemetery Wall restoration project has begun in the Oxford Cemetery on the north side of Burdick Street. There are thirteen (13) walls scheduled for repairs. Approximately three (3) walls are near completion.
- The water has been turned on in all cemeteries.
- Several projects are being considered including:
  - paving the Oxford Cemetery on the north side;
  - tree removal;
  - a new sign installed at Mt. Pleasant Cemetery.
- There are plans for an event to celebrate the 100<sup>th</sup> anniversary of the Oxford Cemetery Mausoleum that was built in 1924.
- The Oxford Historical Society is planning a cemetery tour in October 2024 highlighting selected individuals buried in the Oxford Cemetery.

OAKLAND COUNTY NEIGHBORHOOD & HOUSING DEVELOPMENT

**HOME IMPROVEMENT PROGRAM REPORT**

Program Year: July 1, 2023 through June 30, 2024

July 23- April 2024  
7/1/2023 thru 7/30/2024  
PY 23-24

COMMUNITIES	APPLICATION STATUS					Total Project(s) Amount
	Received	Approvals	Denied	Under Const	Completions	
	Year to Date	Year to Date	Year to Date	Current	Year to Date	
Addison	2	0	1	0	0	\$0
Auburn Hills	7	4	3	1	0	\$0
Berkley	6	4	3	2	2	\$48,255
Beverly Hills Vlg	1	0	1	0	0	\$0
Birmingham	0	0	0	0	0	\$0
Bloomfield Hills	0	0	0	0	0	\$0
Bloomfield Twp	4	1	3	0	0	\$0
Brandon Twp	7	9	2	7	2	\$20,143
Clarkston	1	1	0	1	1	\$24,025
Clawson	4	2	1	0	3	\$51,162
Commerce Twp	5	4	3	1	0	\$0
Farmington	0	0	1	0	0	\$0
Farmington Hills	4	0	2	0	0	\$0
Ferndale	8	6	4	6	5	\$130,399
Franklin Vlg	1	0	0	0	0	\$0
Groveland Twp	0	0	0	0	0	\$0
Hazel Park	15	14	6	10	8	\$179,085
Highland Twp	7	5	3	0	3	\$60,495
Holly Twp	1	0	0	0	2	\$57,229
Holly Vlg	3	5	1	2	1	\$24,100
Huntington Woods	1	1	0	0	0	\$0
Independence Twp	6	2	3	1	0	\$0
Keego Harbor	1	0	0	0	0	\$0
Lake Orion Vlg	0	0	0	0	0	\$0
Lathrup Vlg	1	1	1	0	1	\$25,550
Leonard Vlg	1	1	1	1	1	\$20,275
Lyon Twp	0	0	10	0	0	\$0
Madison Heights	15	16	0	8	8	\$148,818
Milford Twp	0	1	1	0	0	\$0
Milford Vlg	2	1	0	0	0	\$0
Northville	0	0	0	0	0	\$0
Novi	3	1	1	0	0	\$0
Oak Park	15	13	14	10	6	\$115,601
Oakland Twp	0	0	0	0	0	\$0
Orchard Lake Vlg	1	0	0	0	0	\$0
Orion Twp	10	4	7	1	4	\$91,117
Ortonville Vltg	0	1	0	1	0	\$0
Oxford Twp	8	6	2	1	1	\$13,575
Oxford Vlg	2	2	0	1	1	\$2,720
Pleasant Ridge	1	0	0	0	0	\$0
Pontiac	31	26	31	10	18	\$372,067
Rochester	0	1	1	0	0	\$0
Rochester Hills	2	5	2	0	3	\$90,730
Rose Twp	0	0	0	0	0	\$0
Royal Oak	1	0	1	0	0	\$0
Royal Oak Twp	3	2	2	1	0	\$0
South Lyon	2	0	1	0	0	\$0
Southfield	23	15	27	6	14	\$343,662
Springfield Twp	3	2	2	1	1	\$20,000
Sylvan Lake	0	0	0	0	0	\$0
Troy	4	5	0	3	3	\$60,200
Walled Lake	1	1	0	0	0	\$0
Waterford Twp	9	10	8	2	10	\$200,755
West Bloomfield Twp	8	2	4	1	1	\$19,170
White Lake Twp	11	5	5	1	3	\$70,049
Wixom	2	1	1	0	0	\$0
Wolverine Vlg	2	1	1	1	2	\$41,326
<b>TOTALS</b>	<b>245</b>	<b>181</b>	<b>160</b>	<b>80</b>	<b>104</b>	<b>\$2,230,586</b>

Average Loan Amount \$ 21,448.00 Applications are date stamped and numbered as received:

First Completed First Served

# ELECTION COMMISSION

Date: June 12, 2024

To: Board of Trustees

From: Election Commission  
(*Rod Charles; Jonathan Nold; Curtis Wright*)

Re: Election Commission Report

Dear Board Members:

- The full Election Commission met on May 29, 2024, and authorized an Absent Voter Counting Board for the August 6, 2024 Primary Election.
- There are two (2) remaining elections in 2024:
  - Primary Election August 6, 2024
  - General Election November 5, 2024
- The Election Commission will be meeting:
  - between June 16, 2024, and July 16, 2024 to appoint Election Inspectors for the August 6, 2024 Primary Election;
  - before September 6, 2024 to authorize an Absent Voter Counting Board for the November 5, 2024 General Election;
  - between September 15, 2024 and October 15, 2024 to appoint Election Inspectors for the November 5, 2024 General Election.

# **CHARTER TOWNSHIP OF OXFORD**

**Date:** June 12, 2024

**To:** Board of Trustees

**From:** Highway/Roads Committee  
*(Jack Curtis, Curtis Wright, Joe Ferrari)*

**Re.** Highway/Roads Committee Update

Dear Board Members:

The committee has not met and has nothing to report at this time. The committee welcomes any feedback and/or recommendations. Thank you.

# **CHARTER TOWNSHIP OF OXFORD**

**Date:** June 12, 2024

**To:** Board of Trustees

**From:** North Oakland Transportation Authority (NOTA)  
*(Jack Curtis, Margie Payne)*

**Re.** NOTA Update

Dear Board Members:

The NOTA board met on May 16. Minutes are not available at this time. The next meeting will be on June 20 at 4:30 p.m. Meetings are now held at the Oxford Township Meeting Room, 300 Dunlap Rd. Thank you.



**OXFORD – ADDISON YOUTH ASSISTANCE**  
1420 Lakeville Road Oxford, MI 48371  
TEL: (248) 460-7011 - E-MAIL: oxfordaddisonya@gmail.com

**Oxford – Addison Youth Assistance  
Board Meeting Agenda**

**Date:** May 28, 2024  
**Time:** 4:00 P.M.  
**Location:** Village of Oxford

**Board Members:** Todd Barlass, Pauline Bennett, Rod Charles, Patti Durr, Robyn Holzbaugh, Linda Moran, Mike Solwold, Judy Verse, Brendan Westenbarger, Linda Finch, and Stacy Williams.

1. Approval of Agenda
2. Minutes from April 23, 2024
3. Public Comment
4. Treasurer's Reports
  - A. Bills April 2024
5. Caseworker Report
  - A. Caseload/Trends
  - B. OCYA Update
  - C. Office Update
6. Events/Project Reports
  - A. Youth Recognition Recap
7. Discussion/Action Items
  - A. Insurance and Bylaw Video Presentations – Special Meeting
    - i. Date, location and time.
  - B. Concerts in the Park and Open Air-Market Vendor Opportunities
  - C. Wildcat Cub Club (Elementary Mentoring Program)
  - D. Office Move Supplies
8. Active Core Programs
  - A. Mentors Plus (Chair: Brendan Westenbarger)
  - B. Skill Building (Chair: Pauline Bennett)
  - C. Youth Recognition (Chair: Judy Verse and Mike Solwold)
  - D. Annual Meeting (Chair: Linda Finch)
  - E. Fundraising (Chair: Linda Moran)
  - F. Camp (Chair: Pauline Bennett)
  - G. Family Education (Chair: Todd Barlass)
  - H. Shop with a Hero (Chair: Mike Solwold)
  - I. Membership Committee (Chair: Rod Charles)
9. Board Member Comments
10. Adjournment

**Next Board of Directors Meeting** — August 27, 2024, at 4:00 p.m. at Oxford Village Offices, Community Room

***“Oxford – Addison’s Prevention Leader - Prevention Through Community Involvement”***

Oxford-Addison Youth Assistance Board  
Meeting Minutes  
Tuesday, April 23, 2024

Call to Order @ 4:00 pm

Roll Call: Rod Charles, Patti Durr, Robyn Holzbaugh, Linda Moran, Mike Solwold, Judy Verse, Brendan Westenbarger, Linda Finch & Stacy Williams were present. Absent were: Pauline Bennett and Todd Barlass.

Guest: Tom Dewey – Has submitted an application to volunteer.

- 1.) Rod Charles moved to approve the the agenda Linda Moran 2<sup>nd</sup>: All Aye approval.
- 2.) Linda Moran moved to approve minutes from February, Mike Solwold 2<sup>nd</sup>: All Aye approval.
- 3.) Public Comments: none.
- 4.) Linda Moran moved to approve Treasurer's report, Linda Finch 2<sup>nd</sup>: Roll Call Vote approved with all yes.
- 5.) Case work Report: went from 2 referrals in February to 24 in March.
- 6.) Events & Projects:
  - a. Can/Bottle Drive: Total \$2,322.00 – OAYA ½ at \$1,161.00.
  - b. Goodwill round-up: \$916.59.
  - c. Dine to Donate @ Sick Pizza: No total yet.
  - d. Shoplifting Prevention for 7<sup>th</sup> grade coming up.
- 7.) Discussion/Action Items:
  - a. Youth Rec: 5-10-2024: dinner from 4:30-6:30. Awards from 6:30 to 8:00 pm. Setup at 2:00 pm. Your Food Dude food truck for dinner. Spun Sugar Cotton Candy for treat.
    1. Went from 35 nominees last year to 66 this year.
    2. Robyn Holzbaugh moved to rent a tent up to \$500.00, Linda Moran 2<sup>nd</sup>: Roll Call approved with all yes.
    3. Food Dude: Add 70 people. Linda Finch moved to round up Food Truck up to \$1,300.00, Linda Moran 2<sup>nd</sup>: Roll call approved with all yes.
  - b. Camp Criteria/Policy: Linda Finch moved to approve Camp Policy, Rod Charles 2<sup>nd</sup>: All Aye Approved.
  - c. Insurance/By Laws: Agreed to add one meeting in summer with a potluck to watch videos..
  - d. Concerts in the Park & Open Air Market: Vendor Opportunities.
  - e. Dry Erase Tabletop Prize Wheel: Mike Solwold moved to approve purchase, Linda Moran 2<sup>nd</sup>: Roll Call Approved with all yes.
- 8.) Active Core:
  - a. Mentors Plus.
  - b. Skill Building – Approved Scholarships.
  - c. Youth Rec – Under Way.
  - d. Annual Meeting: Table for Future Planning
  - e. Fundraising.
  - f. Camp.
  - g. Family Ed: Parenting Program, etc. maybe at the Library.
  - h. Shop with a Hero – Later.
  - i. Membership.
- 9.) Board Member Comments . . .
- 10.) Judy Verse moved to adjourn meeting Linda Moran 2<sup>nd</sup>: Adjourn @ 6:00 pm.

**OAYA - 2024 Checks - Paid Out**

~~\*Cashed~~

Date	Check#	Written to	Amount	Notes	Category
4/2/24	4046	Village of Oxford	\$805.07	Invoice# 872 (p-\$739.50, F-\$56.57, fee-\$9)	Payroll
4/10/24	4047	Village of Oxford	\$612.91	Invoice #873 (p \$612.91, F-\$42.91, Fee \$9)	Payroll
4/23/24	4048	Stacy Williams	\$120.96	Emergency \$50 Gas Card YR. supplies (\$70.96) via Amazon	Youth Rec/ Emergency
4/29/24	4049	Stacy Williams	\$39.90	Reimbursement for Amazon (wheel) purchase	Supplies
4/29/24	4050	Village of Oxford	\$814.23	Payroll# 876, (\$748, \$57.23, \$9)	Salary
4/30/24	4051	Oxford Elementary School	\$205.00	Camp Scholarship for 5th Grade Camp (F.J.)	Camp
4/30/24	4052	Oxford Middle School	\$170.00	2 Skill building to Cedar Point	Skill Building

Total \$2,768.07

**OAYA - 2024 RECEIVABLES**

**Deposit**

Date	Check#	Written from	Amount	Notes	Check Date
4/2/24	67275	Goodwill Industries of Mid-Michigan	\$916.54	Community Partner - Round Up	3/19/2024
4/8/24	39454	Addison Township	\$5,385.00	Annual Sponsorship for 2024	4/3/2024
4/19/24	70558	Oxford Township Disbursement Fund	\$1,161.00	Can Drive Fundraiser proceeds	4/15/2024
4/25/24	11398	Village of Leonard General Fund	\$300.00	Annual Sponsorship for 2024	4/17/2024
4/30/24		Interest	\$5.79	Bank Interest	

Total \$7,768.33

OAYA Budget Performance Report - 2024

	<u>First</u> <u>Quarter</u>	<u>April</u>	<u>YTD Total</u>	<u>Budget Amt</u> <u>App'd</u> <u>(5/24/23)</u>	<u>Percent</u>
<b>INCOME</b>					
<b>Program Sponsors</b>					
Village of Oxford	0.00		0.00	2,500.00	0.00%
Oxford Township	12,890.47		12,890.47	12,890.00	100.00%
Oxford Schools	0.00		0.00	2,500.00	0.00%
Addison Township	0.00	5,385.00	5,385.00	5,385.00	100.00%
Village of Leonard	0.00	300.00	300.00	300.00	100.00%
<b>Sub Total</b>	<b>12,890.47</b>	<b>5,685.00</b>	<b>18,575.47</b>	<b>23,575.00</b>	<b>78.79%</b>
<b>Additional Income</b>					
<b>Sponsor a Child</b>	0.00		0.00	1,500.00	0.00%
Camp	0.00		0.00	0.00	0.00%
Family Ed	0.00		0.00	0.00	0.00%
Shop With A Hero	0.00		0.00	0.00	0.00%
Skill Building	0.00		0.00	0.00	0.00%
Youth Rec	0.00		0.00	0.00	0.00%
Camp Registration Fee	0.00		0.00	125.00	0.00%
Family Ed Fees	0.00		0.00	200.00	0.00%
Fund Raisers	369.00	1,181.00	1,530.00	5,000.00	30.60%
Reserve Fund	0.00		0.00	17,964.00	0.00%
Donations - misc	85.00	916.54	1,001.54	3,200.00	31.30%
Refunds & Reimbursements	0.00		0.00	50.00	0.00%
Interest Income	10.55	6.79	16.34	70.00	23.34%
<b>Sub Total</b>	<b>464.55</b>	<b>2,083.33</b>	<b>2,647.88</b>	<b>28,109.00</b>	<b>9.06%</b>
<b>TOTAL INCOME</b>	<b>13,355.02</b>	<b>7,768.33</b>	<b>21,123.35</b>	<b>51,684.00</b>	<b>40.87%</b>
<b>EXPENDITURES</b>					
<b>Operating Expenses</b>					
Office Assistant Salaries	3,829.50	2,100.41	5,729.91	19,000.00	30.16%
Fica	277.66	156.71	434.37	1,500.00	28.96%
Payroll Processing fee	54.00	27.00	81.00	234.00	34.62%
Mileage	0.00		0.00	100.00	0.00%
Postage/Post Office Box	0.00		0.00	850.00	0.00%
Office Equipment	100.75		100.75	300.00	33.58%
Supplies	392.37	39.90	432.27	1,000.00	43.23%
Petty Cash	0.00		0.00	100.00	0.00%
OCYACC Insurance/ Hartford	0.00		0.00	1,350.00	0.00%
Public Relations	1,335.00		1,335.00	3,000.00	44.50%
Website	267.72			300.00	0.00%
Membership	0.00			300.00	0.00%
Miscellaneous	0.00		0.00	100.00	0.00%
<b>Sub Total</b>	<b>6,057.00</b>	<b>2,324.02</b>	<b>8,113.30</b>	<b>28,134.00</b>	<b>28.84%</b>
<b>Program Expenses</b>					
Annual Meeting/Report	1,109.99		1,109.99	1,500.00	74.00%
Mentors PLUS	0.00		0.00	500.00	0.00%
Family Education	2,700.00		2,700.00	7,000.00	38.57%
Camp	0.00		0.00	2,500.00	0.00%
Skill Building	280.00	170.00	460.00	2,500.00	18.40%
Youth Recognition	675.00	70.96	745.96	4,000.00	18.65%
<b>Special Projects</b>					
Casework Support	0.00		0.00	500.00	0.00%
Emergency Funds	200.00	50.00	250.00	1,000.00	25.00%
Other	0.00		0.00	1,000.00	0.00%
Fund Raisers	0.00		0.00	750.00	0.00%
Executive	0.00		0.00	300.00	0.00%
<b>Holiday Support</b>					
Caseload Family Assistance	0.00		0.00	500.00	0.00%
Giving Trees	0.00		0.00	1,000.00	0.00%
Shop with Hero	0.00		0.00	500.00	0.00%
<b>Sub Total</b>	<b>4,974.99</b>	<b>290.96</b>	<b>5,265.95</b>	<b>23,660.00</b>	<b>22.36%</b>
<b>TOTAL EXPENDITURES</b>	<b>11,031.99</b>	<b>2,614.98</b>	<b>13,379.25</b>	<b>51,684.00</b>	<b>25.89%</b>
<b>INCOME LESS EXPENSES</b>	<b>2,323.03</b>	<b>5,153.35</b>	<b>7,744.10</b>	<b>0.00</b>	
Beginning checkbook balance	82,270.00	84,593.03	82,270.00		
Plus monthly income	13,355.02	7,768.33	21,123.35		
Less monthly expenses	(11,031.99)	(2,614.98)	(13,646.97)		
Ending checkbook balance	84,593.03	89,746.38	89,746.38		
Certificates of deposit	7,037.72	7,037.72			
CD Interest Income	0	0.00			
<b>TOTAL CARRY FORWARD</b>	<b>91,630.75</b>	<b>95,784.10</b>			



**OXFORD – ADDISON YOUTH ASSISTANCE**  
1420 Lakeville Road Oxford, MI 48371  
TEL: (248) 460-7011 E-MAIL: [oxfordaddisonya@gmail.com](mailto:oxfordaddisonya@gmail.com)

Oxford - Addison Youth Assistance  
**Caseworker Report**  
May 28, 2024

**1) Stat Report**

- a) See attached YTD Stat Reports for April
  - i) Total 12 referrals for April
  - ii) Trends: school incorrigibility (disrespect and refusal and vaping), school truancy, and prevention (anxiety, stress, home stressors, behavioral concerns at homes).

**2) Oakland County Youth Assistance**

- a) Reminder: Secretary Luncheon is scheduled for Tuesday, June 11<sup>th</sup> at Hess Hathaway Park in Waterford at 11:00 a.m.
- b) General Liability Insurance By-In will be delayed. There has been changes in the laws and Huttenlocher group will be exploring with the auto portion.
- c) ARPA Mini Grant will be available for local offices for programming.

**3) Office Update**

- a) Dine to Donate with Sick Pizza was held on April 16<sup>th</sup>. \$89.25 was donated.
- b) OCS – Wellness Fair on May 8<sup>th</sup> at OMS – We were able to raffle off 8 self-care goodie baskets to staff.
- c) Office Move Update
  - i) Amanda and I looked at the space last week to begin planning stages of moving.
  - ii) May need some assistance with moving items over the summer.
  - iii) Request funding for moving boxes and packing tape.
    - Walmart - 16x16x17 = \$1.64 per box
    - Walmart – 17x11x13 = \$1.00 per box

# STATISTICAL REPORT

2024		April	SCHOOL DISTRICT	OXFORD
------	--	-------	-----------------	--------

### TRANSFER IN

NAME:	
NAME:	
NAME:	

### TRANSFER OUT

NAME:	
NAME:	
NAME:	

### II. INFORMATION AND REFERRAL

TOTAL	CWR*	GWR**
1	1	

III. AGE	TOTAL	MALE	FEMALE
0-5 YEARS	0		
6 YEARS	3	2	1
7 YEARS	0		
8 YEARS	1		1
9 YEARS	0		
10 YEARS	1		1
11 YEARS	1		1
12 YEARS	2	1	1
13 YEARS	0		
14 YEARS	1	1	
15 YEARS	2	1	1
16 YEARS	1		1
17 YEARS	0		
<b>TOTALS</b>	<b>12</b>	<b>5</b>	<b>7</b>
<b>YEAR TO DATE</b>	<b>43</b>	<b>18</b>	<b>25</b>

	TOTAL	MALE	FEMALE
CLOSURES	0	0	0
<b>YEAR TO DATE</b>	<b>19</b>	<b>10</b>	<b>9</b>

### IV. REFERRAL

REASON	TOTAL	MALE	FEMALE
Assault & Battery	0		
Breaking & Entering	0		
Destruction of Property	0		
Ed. Neglect	0		
Home Incurrigibility	0		
Home Truancy	0		
Marijuana Possession	0		
School Threat	0		
Prevention	9	4	5
Retail Fraud	0		
School Incurrigibility	1	1	
School Incurr. - Alcohol	0		
School Incurr. - Vape	1	1	
School Truancy	1		1
Sexting/Obscene Matl / Computer Misuse	0		
Sex - Related	0		
Trespassing	0		
Threatening Behavior	0		
Weapons Possession	0		
Other (*See Below)	0		
<b>TOTALS</b>	<b>12</b>	<b>6</b>	<b>6</b>
<b>YEAR TO DATE</b>	<b>43</b>	<b>19</b>	<b>24</b>

V. REFERRAL SOURCE	CURRENT MONTH		
	TOTAL	MALE	FEMALE
Police	0		
School	11	5	6
Parent	0		
*Other (MDHHS ,court )	1	1	
<b>TOTALS</b>	<b>12</b>	<b>6</b>	<b>6</b>
<b>YEAR TO DATE</b>	<b>43</b>	<b>19</b>	<b>24</b>

VI. COMMUNITY SERVICE DATA	CURRENT MONTH		
	TOTAL	MALE	FEMALE
A. Clients Screened			
B. Placements Completed			
C. Total Hours Completed			

\* Other = Oakland Family Services



# OXFORD – ADDISON YOUTH ASSISTANCE

1420 Lakeville Road Oxford, MI 48371

TEL: (248) 460-7011 E-MAIL: oxfordaddisonya@gmail.com

## Youth Recognition 2024 – Finances & Stats

May 10, 2024

4:30 p.m. to 7:45 p.m.

Seymour Lake Park

RSVP: 250

Attended: 221

### Expenses:

OTPR -Seymour Lake Park (Laidler Pavilion)	\$0.00
Your Food Dude Food Truck	\$3,750.00
Spun Sugar Detroit (Cotton Candy)	\$350.00
Dollar Tree – Decorations and supplies	\$22.50
Amazon – Table Clothes	\$59.98
Amazon - Certificate Folders and table clips	\$70.96
Program Books (175)	\$340.72
OAYA Certificates (66)	\$13.00
<b>Total:</b>	<b>\$ 4,607.16</b>

### In-Kind Expenses

Seymour Lake Park Laidler Pavilion In-Kind Value:	\$150.00
Dignitary Certificates	\$300.00
Yard Games provided by Volunteers and BOD	\$50.00
Village of Oxford – Dignitaries Chairs	\$100.00

### 70 Items provided In-Kind by the following businesses.

Oxford Chamber of Commerce – Ring Pops	\$28.00
Culvers - free single Scoop of Fresh Frozen Custard (\$2.99 per scoop)	\$209.30
Buffalo Wild Wings – 6 Free Boneless Wings	\$699.30
Rainforest Cafe - Free Appetizer or Kids Meal plus priority seating (\$8.99)	\$629.30
Tim Horton - Free Donut (\$1.59)	\$111.30
Siser - Vinyl Oxford Stickers (\$1.12)	\$78.40
Oxford Bank – Cinch Bags (\$1.72)	\$120.40
Tropical Smoothie - One Free Smoothie (\$8.00)	\$560.00
Genisys Credit Union- Football (\$1.27) and Sunglasses (\$1.82)	\$216.30
Chocolate Coins (50 per bag @ \$10.95)	\$21.18
<b>Total:</b>	<b>\$3,273.48</b>

- Letters of appreciation were sent to all the businesses that contributed items for the goodie bags, as well as to Oxford Parks and Recreation for allowing the use of their pavilion.
- Social Media Post and Website has been updated with pictures from the events and individual honorees.
- Discussion of what went well and thoughts for improvement for next year.

***“Oxford – Addison’s Prevention Leader - Prevention Through Community Involvement”***

Poll - On April 23, 2024, the OAYA Board of Directors confirmed a special meeting to review the insurance and bylaws video presentations.

Please indicate all the evenings you are available. Time and location details will be announced soon.

	Sort Results	Show Count
Tuesday, June 11, 2024		4
Tuesday, June 18, 2024		4
Tuesday, June 25, 2024		4
Tuesday, July 9, 2024		2
Tuesday, July 16, 2024		6
Tuesday, July 23, 2024		5
Tuesday, July 30, 2024		3



# Market and Concert Dates

## Sign up sheet

Market Times: 4pm - 7pm

Concert times: 6:30 - 8:30 PM

6/13 Market 4-7pm

6/13 - The Uptown Allstars (top hits)

1. \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

2. \_\_\_\_\_

6/20 Market 4-7pm

6/20 - Jovi (Ultimate Bon Jovi Tribute)

1. \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

2. \_\_\_\_\_

6/27 Market 4-7pm

6/27 - Dueling Planos

1. \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

2. \_\_\_\_\_

7/11 Market 4-7pm

7/11 - Frank Sinatra Tribute

1. \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

2. \_\_\_\_\_

7/18 Market 4-7pm

7/18- RSO Big Band Music

1. \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

2. \_\_\_\_\_

7/25 Market 4-7pm

7/25- Toppermost (Beatles Tribute)

1. \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

2. \_\_\_\_\_

8/1 Market 4-7pm

8/1 - Detroit Social Club (Motown Cover)

1. \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

2. \_\_\_\_\_

8/8 Market 4-7pm

8/8- Family Night (DJ, Games, Activites)

1. \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

2. \_\_\_\_\_

8/15 Market 4-7pm

8/15- Minimum Wage (Country Cover)

1. \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

2. \_\_\_\_\_



# OXFORD – ADDISON YOUTH ASSISTANCE

1420 Lakeville Road Oxford, MI 48371

TEL: (248) 460-7011 E-MAIL: oxfordaddisonya@gmail.com



## Wildcat Cub Club Proposal

### Program Description

Wildcat Cub Club is an intergenerational program that brings together local Oxford, Leonard, and Addison residents, as adult volunteer mentors with elementary school children. Wildcat Cub Club (WCC) is a program within Oxford – Addison Youth Assistance (OAYA) sponsored in collaboration with the Oxford Community Schools (OCS) and Oxford Parks and Recreation Center.

Weekly sessions involve volunteers interacting with chosen students from elementary schools in the Oxford Community Schools. The goal of BOL is to offer assistance to at-risk students by engaging in activities that enhance self-confidence, interaction, and communication skills. These activities include crafts, games, puzzles, academic support, and engaging conversations.

### Program Objectives

The program aims to cultivate significant connections and enhance social and life skills for at-risk youth. In the current era of evolving family structures (such as single parents, relatives as guardians, and divorce and busy lifestyles), many children lack essential adult support. The Wildcat Cub Club is dedicated to offering substantial care and positive attention to children who require it. WCC is not a tutoring initiative; instead, it focuses on fostering relationships that can lead to improvements in a child's self-esteem, accomplishments, and overall success in life.

### Location of Program

Pilot Wildcat Cub Club at Daniel Axford and Oxford Elementary for the 2024/2025 School year with hopes to integrate into Clear Lake, Lakeville and Leonard Elementary by the 2025/2026 School year.

### Lenth of Program

Wildcat Cub Club would run from early September through June (School Year)

### Partnerships

- Oxford Community Schools identifies students and provide space for volunteers and students to meet weekly.
- Oxford Parsk and Recreation/Senior Center provides space for special events if applicable and help promote for volunteers for the program.

*“Oxford – Addison’s Prevention Leader - Prevention Through Community Involvement”*



## **OXFORD – ADDISON YOUTH ASSISTANCE**

1420 Lakeville Road Oxford, MI 48371

TEL: (248) 460-7011 E-MAIL: oxfordaddisonya@gmail.com

### **Timeline of Wildcat Cub Club**

#### **June to August**

- Recruit Adult Volunteers in the community to be assigned to DA or OES
- Interviews, applications and background checks completed

#### **Late August**

- WCC Volunteer orientation and Kick off Meeting
- Assign Volunteers to DA or OES

#### **September**

- DA/OES identify students based on volunteers numbers and obtain completed parent permission slips
- Once students permission slip is return to the OAYA office. Volunteer will be notified to contact DA or OES to select a day and time to meet with student. Once contact has been made volunteer to begin meeting with student weekly.

#### **October**

- Month meeting with volunteers to ensure match is going well and to support mentor with their selected students.
- May continue to recruit volunteers during this time

#### **December**

- Month meeting with volunteers to ensure match is going well and to support mentor with their selected students.

#### **February**

- Monthly meeting with volunteers to ensure match is going well and to support mentor with their selected students.

#### **April**

- Monthly meeting with volunteers to ensure match is going well and to support mentor with their selected students.

#### **June**

- Final Meeting to recap the program year and evaluate for 2025/2026 with the goal of integrating program into Clear Lake, Lakeville, and Leonard Elementary

### **Special Event (Optional)**

The WCC has a tradition of having three group events each year. These are for the students, volunteers, and interested school personnel.

The Fall activity centers on games, crafts (pumpkin decorations), word games and lunch. The second event is centered around the Winter Holidays and is held at the Oxford Parks and Recreation Center. They not only provide the venue but also tables, room decorations, beverages, and paper products for lunch. There are games, crafts, and a visit from Santa Claus.

The Spring event is often held outdoors, when possible, and the theme is nature, science, and fun. Transportation is supplied by OCS. Some volunteers are needed on the buses but may also travel on their own.

*“Oxford – Addison’s Prevention Leader - Prevention Through Community Involvement”*



## **OXFORD – ADDISON YOUTH ASSISTANCE**

**1420 Lakeville Road Oxford, MI 48371**

**TEL: (248) 460-7011 E-MAIL: oxfordaddisonya@gmail.com**

### **Cost of the Wilcat Cub Club**

- Welcome Bags with activities and supplies for volunteers to use with their students
- Create a WCC Cupboard of ongoing activities, games, arts and craft supplies for volunteers to check out and use throughout the year.
- If Special Events were provided then the cost of food/supplies for each of the events and any activities they were done during those events.
- Would like the OAYA Board to consider applying for the ARPA Grant through OCYACC of \$5000.00 for the first two years.
  - \$2,500.00 1<sup>st</sup> year (24/25 school year)
  - \$2,500.00 2<sup>nd</sup> year (25/26 school year)

***“Oxford – Addison’s Prevention Leader - Prevention Through Community Involvement”***

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## Skill Building Committee Update

**Month: May**

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### SKILL BUILDING

Total number of Skill Building requests for the month: 2

Total number of Skill Building applications approved for the month: 2

Total number of Skill Building applications denied for the month: 0

Total amount of Skill Building funds paid by OAYA for the month: \$337.50

Ages of children and gender receiving financial assistance: F – 8 and M – 10

Skill Building activity and agency name: OJW Cheerleading and Football

Additional comments:

---

### CAMP

Total number of camp requests for the month: 1

Total number of camp applications approved for the month: 1

Total number of camp applications denied for the month: 0

Total amount of camp funds paid by OAYA for the month: \$205.00

Ages of children and gender receiving financial assistance: M – 12

Camp Name: 5<sup>th</sup> Grade Camp – Howell Nature Center

Additional Comments:

---

Other committee information:

---

Authorized Signature, Chairperson Skill building Committee



**OXFORD – ADDISON YOUTH ASSISTANCE**  
1420 Lakeville Road Oxford, MI 48371  
TEL: (248) 460-7011 E-MAIL: [oxfordaddisonya@gmail.com](mailto:oxfordaddisonya@gmail.com)

## **Family and Youth Education**

**May 2024**

### **Program Update:**

- 1) Summer Planning Sessions will take place for programming for the 2024/2025 school year.

**Next Committee Meeting:** TBA

*“Oxford – Addison’s Prevention Leader - Prevention Through Community Involvement”*

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# **CHARTER TOWNSHIP OF OXFORD**

**Date:** June 12, 2024

**To:** Board of Trustees

**From:** Planned Unit Development Committee  
*(Catherine Colvin, Tom Berger, Justin Ballard)*

**Re.** Planned Unit Development Committee Update

Dear Board Members:

The committee has not met and has nothing to report at this time. The committee welcomes any feedback and/or recommendations. Thank you.

# POLLY ANN TRAIL

Date: June 12, 2024

To: Board of Trustees

From: Polly Ann Trailway Management Council ("*Council*") Representatives  
(*Jonathan Nold; Curtis Wright*)

Re: Polly Ann Trail

Dear Board Members:

- The May 15, 2024 Council Meeting Agenda is attached showing the items addressed.
- The RFP for engineering design for future Polly Ann Trail improvements in Addison Township and the Village of Leonard was received. Two (2) bids were received with the low bid being \$144,625.00. The Council did not approve either RFP due to the cost and available funds.
- The Justin Shilling Memorial Pollinator Garden located by the White Pine Roasters building in the Village of Oxford has started. There is a rock with a plaque in memory of Justin located at the site.
- A gazebo will be erected at Water Depot (*near Clarkston Road and Joslyn Road*) in Orion Township.
- The Council is scheduled to receive a \$62,000.00 Grant from the MDNR for Polly Ann Trail improvements.
- A bike ride in tribute to Wade Sullivan has been occurring in May for the past several years and the event continues to grow in popularity.
- The next Council Meeting is 3:00 p.m. Wednesday, June 19, 2024 at the Charter Township of Oxford Offices.



**Polly Ann Trail Management Council, Inc.**  
23 East Elmwood, P. O. Box 112, Leonard, Michigan 48367  
(248) 981-1242 - [www.pollyanntrailway.org](http://www.pollyanntrailway.org)

*Regular Meeting Agenda* – May 15, 2024; 3:00 pm

**Village of Leonard Rowland Hall**  
**23 East Elmwood, Leonard, MI 48367**

**PATMC Council Members:**

Addison Township.: **Ed Brakefield** (Vice-Chairman); **Bruce Pearson** (Treasurer)  
Orion Township.....: **Matt Pfeiffer**; **Aaron Whatley**  
Oxford Township.....: **Jonathan Nold**; **Curtis Wright** (Chairman);  
Village of Leonard.: **Mike McDonald** (Secretary)  
Village of Oxford.....: **Allison Kemp**

Trail Manager.....: **Linda Moran**  
Citizen Representative.: **Kevin Greene**

- 1. Call to Order**
- 2. Pledge of Allegiance and Invocation**
- 3. Roll Call**
- 4. Agenda Approval**
- 5. Consent Agenda**
  - a. Approval of the April 17, 2024 Meeting Minutes
  - b. Treasurers Report
    1. Approval of Bills to be paid = \$7,453.23 for April 2024
    2. Receive and File Financial Reports for April 2024
  - c. Trail Manager Report for May 2024
- 6. Public Comment**
- 7. Citizen Representative Report**
- 8. Unfinished Business**
  - a. Engineering Design RFP
  - b. 539 Joslyn Road Property Line Survey– Next Step(s)
  - c. Leonard Yard Drinking Fountain
  - d. PATMC Outstanding items list
- 9. New Business**
  - a. Event Request – The Wolverine Sport Club
  - b. Kiosk Donation – DAR Representatives
  - c. NES Plumbing and Heating Fence Encroachment
  - d. MDNR Memorandum of Understanding and Agreement Grant
  - e. Use of approved MDNR Grant Funds for Polly Ann Trail projects

**10. Public Comment**

**11. Council Member Comments**

# **CHARTER TOWNSHIP OF OXFORD**

**Date:** June 12, 2024

**To:** Board of Trustees

**From:** Salary Compensation Committee  
*(Jack Curtis, Catherine Colvin, Curtis Wright)*

**Re.** Salary Compensation Committee Update

Dear Board Members:

The committee has not met and does not have anything to report at this time. The committee welcomes any feedback and/or recommendations. Thank you.

# SINGLE WASTE HAULER

Date: May 8, 2024

To: Board of Trustees

From: Single Waste Hauler Committee  
(*Jonathan Nold; Margie Payne; Curtis Wright*)

Re: Single Waste Hauler

Dear Board Members:

- The full Single Waste Hauler Committee met on  
May 2, 2024  
May 10, 2024  
May 15, 2024  
May 28, 2024
- Proposals were submitted by GFL Environmental, Priority Waste, and Waste Management and thoroughly reviewed by the Committee.
- The Committee met with representatives from GFL Environmental and Priority Waste on different dates to discuss their Proposals.
- The Committee has submitted a recommendation for the Township Board's consideration of approval at the June 12, 2024, meeting.
- If approved, the Committee will present ballot language at the July 10, 2024, Township Board meeting for consideration of approval.
- The Committee will be working on a Single Waste Hauler Ordinance to be approved at a future Township Board meeting.

# SPONGY MOTH COMMITTEE

Date: June 12, 2024

To: Board of Trustees

From: Spongy Moth Committee  
(*Rod Charles; Curtis Wright*)

Re: Spongy Moths

Dear Board Members:

- The Spongy Moth Committee has not met.
- Nothing new to report.
- There will be no further action by the Spongy Moth Committee until further directed by the Township Board of Trustees.

Website Committee Meeting  
May 6, 2024

Present. All committee members. Rod Charles, Margaret Payne, Joseph Ferrari

Agenda:

1. Determine factors for selecting a website provider/host.
2. Determine process for selection.

Trustee Payne: take bids for potential vendors and keep an open mind with no expectations yet for what is to be included. We need to move forward as soon as possible.

Treasurer Ferrari: The website should be a prime source of information for what the township government is working on.

Trustee Charles: Need to have a point person after the selection is made for who will handle the website on a day-to-day basis. Ferrari "a pivot person." Trustee Payne: Once established the website should be managed by the Township Communication person with active input from others in the Township offices. Particularly the Treasurer, Supervisor, and Clerk's offices.

*All committee members agreed.*

Trustee Charles: Factors in the selection process need to include functionality (ease of operation), professional appearance, and legal compliance.

The committee decided to meet with a minimum of three separate companies beginning May 22. Treasurer Ferrari will make arrangements.

Website Committee Meeting  
Oxford Township Hall  
May 22, 2024

Committee Members: Rod Charles, Margie Payne, Joe Ferrari

Met with Kyle Shumaker of Shumaker Technology Group of Lansing, Michigan.

Discussion included but not limited to:

Government compliance requirements such as being ADA compliant going forward.

Time to implement once the decision has been made.

Cost factors.

Customization.

Ease of functionality.

Change form .org to .gov

Cohesive website among various internal entities

Previous site issues

Ownership of the site

Use of Word Press for basic architecture

Shumaker experience with government specific requirements

Ability to use as a communication tool

**June 5, 2024**

**To: Oxford Township Board of Trustees**

**From: Supervisor Jack Curtis**

**Re: Resolution honoring Bob Gerds, retired inspector**

Submitted for your approval: A proposed resolution (attached) honoring Bob Gerds for his 33 years of faithful service as the township's plumbing and HVAC inspector. Thank you.

**WHEREAS**, Bob Gerds faithfully served the Charter Township of Oxford as its plumbing and HVAC inspector from 1991 to 2024; and

**WHEREAS**, Mr. Gerds was widely respected for his consummate professionalism, considerable expertise and friendly manner; and

**WHEREAS**, Mr. Gerds' tremendous knowledge and meticulous attention to detail helped protect the public's health and safety by ensuring township homes and buildings were up to code; and

**WHEREAS**, Mr. Gerds' work was critical to guaranteeing that plumbing and HVAC systems were installed correctly and operating efficiently; and

**WHEREAS**, Mr. Gerds performed thousands of inspections that enhanced the quality of life for everyone who lives, works and plays in the township. Between 2001 and 2024, he conducted 11,611 inspections; and

**WHEREAS**, Mr. Gerds always acted with integrity, never shirked his duties, treated everyone with dignity and was a valued and dedicated member of the township team.

**NOW, THEREFORE, BE IT RESOLVED**, that the Charter Township of Oxford Board of Trustees wishes to express its heartfelt gratitude and appreciation to Inspector Gerds for everything he did to make our community a better place.

The Charter Township of Oxford salutes Inspector Gerds and sincerely hopes he enjoys his well-deserved retirement. He will be sorely missed. We wish him nothing but the best. Thank you, sir!

*Unanimously approved by  
the Oxford Township Board of  
Trustees on June 12, 2024*

---

Supervisor Jack L. Curtis

---

Clerk Curtis W. Wright

---

Building Official Tim London



## Oxford Township Project Activity Report – June 2024

### Oxford Township Municipal Projects

1. North Area Sanitary Sewer Special Assessment District:
  - Project bids were received on 8/31/23 in the amount of \$2,962,997.
  - Sewer construction has begun. Completion date scheduled for October 2024.
2. Camp Oakland Pump Station:
  - Contract awarded to Trojan Development at bid price of \$768,283.00
  - Construction work to upgrade the existing pump station has begun.
  - DTE & Consumers Energy work in process.
  - Completion scheduled for June 2024.
3. Lakeville Road Safety Path Project:
  - Contract awarded to Jacklyn Contracting at bid price of \$147,535.00
  - Safety path has been paved and is available for pedestrian use.
  - Restoration and punchlist items to be completed in June 2024.
4. Brabb-Dewey Engineering Design Grant:
  - Survey and design work related to a proposed sanitary sewer project in the Brabb-Dewey subdivision is complete.
  - Awaiting deposit of grant funds before beginning bid and construction process.
5. Seymour Lake Safety Path Project:
  - Survey and engineering design of Seymour Lake Road safety path (Sanders to Seymour Lake Park) is complete.
  - Bidding and construction dates to be determined based on funding.
6. Willow Lake PRV Project:
  - Design work related to an existing Pressure Reducing Valve (PRV) at the southeast corner of Willow Lake Drive & State Street is in process.
  - Design completion expected June 2024.
  - Permitting and bidding to occur July – October 2024.
  - Construction anticipated around November 2024.
7. Seymour Lake Water Main Project:
  - Design work for a new 16" water main from Dunlap to Sanders approved by Twp Board at February meeting.
  - Design completion expected by August 1.
  - Permits to be submitted and obtained in fall of 2024.
  - Bidding and construction dates to be determined based on funding.
8. 2024 Safety Path Maintenance Project:
  - Repair existing safety paths on Pontiac Street, North Oxford Road, and Lakeville Road
  - Construction began 2<sup>nd</sup> week of May and has been completed.



## Oxford Township Private Development Projects

1. 653 S. Lapeer Road:
  - Development of new marijuana dispensary.
  - Construction of underground utilities and base asphalt complete.
  - Building interior being completed with anticipated Grand Opening in July 2024.
2. 280 N. Lapeer Road (Frequency Wellness):
  - Development of new marijuana dispensary.
  - Construction of final asphalt surface to be completed 1<sup>st</sup> week of May.
  - Building interior being completed with anticipated Grand Opening in June 2024.
3. McLaren Urgent Care:
  - Redevelopment of the existing McLaren site with new 2-story, 50k square foot building.
  - Phase 1 site utilities have been completed.
  - Remaining infrastructure to be completed following demolition of existing building.
  - Building interior being completed with anticipated Grand Opening in Fall 2024.
4. 411 N. Oxford Road:
  - Upgrades to existing building and site at 411 N. Oxford Rd.
  - Construction of underground utilities and parking lot complete.
  - Building interior being completed with anticipated Grand Opening in June 2024
5. Sanctuary Hills:
  - Residential project consisting of 85 single family homes on south side of E. Drahner.
  - Applicant is currently in the final engineering design process.
  - Clearing of trees on the property has been completed.
  - Infrastructure construction anticipated to begin in fall 2024.
6. The Villages and Peninsula of Tullamore:
  - Residential project consisting of 61 single family homes and 105 condominium units located at the northeast corner of E. Drahner and Oxford Lakes Drive.
  - Project received preliminary site plan approval on 4/25.
  - Engineering design and permit process forthcoming.
  - Infrastructure construction scheduled to begin in fall 2024.
7. Enclaves of Woodbridge – Phase 3:
  - Residential condo project off Market Street consisting of 11 buildings (20 units total).
  - Applicant is currently in the preliminary site plan phase of the process.
  - Infrastructure construction anticipated to begin in fall 2024.

Date: June 12, 2024

To: Board of Trustees

From: Single Waste Hauler Committee ("*Committee*")  
(*Jon Nold, Margie Payne, Curtis Wright*)

Re: Single Waste Hauler Recommendation

Dear Board Members:

At the March 13, 2024, Township Board Meeting, the Single Waste Hauler Committee was approved to receive Proposals for a single waste hauler to service Oxford Township. Three companies provided Proposals:

- GFL Environmental
- Priority Waste
- Waste Management

The Committee met on numerous occasions reviewing the Proposals which included interviews with two (2) of the three (3) companies and checking references. After conducting a thorough analysis of the Proposals, the Committee is recommending **Priority Waste** as the company to provide waste disposal services for Oxford Township.

If the Committee's recommendation is approved by the Township Board, they will proceed to draft the ballot language **and/or ordinance language and they** will be provided to the Township Board at the July 10, 2024, Meeting for consideration of approval to place a question on the November 5, 2024, General Election Ballot for the voters to decide whether **Priority Waste** shall provide the waste disposal services for the Charter Township of Oxford.

The following PROPOSED motion is offered for consideration:

**I move to approve the Proposal from Priority Waste to be considered as the company to provide waste disposal services for the Charter Township of Oxford and Priority Waste shall be included as part of the ballot language for a question to be placed on the November 5, 2024 General Election Ballot for voters to decide whether to have a single waste disposal company to service the Charter Township of Oxford.**

Date: June 12, 2024

To: Board of Trustees

From: American Rescue Plan Act ("ARPA") Committee  
(Jon Nold, Margie Payne, Curtis Wright)

Re: American Rescue Plan Act Fund Update / Recommendation

Dear Board Members:

The full ARPA Committee met on Wednesday May 29, 2024.

Superior Excavating donated \$10,000.00 of their construction cost for the Ray Road Safety Path project. Being this project was funded primarily with ARPA funds this \$10,000.00 amount can now be used to fund another ARPA project.

The ARPA Committee is recommending allocation of these funds and any unused legal fees be used for cemetery maintenance projects.

If approved, attached is a sheet showing the ARPA funding allocation of approved projects.

The following PROPOSED motion is offered for consideration:

**I move to approve the reallocation of the American Rescue Plan Act Ray Road Safety Path project funds in the amount of \$10,000.00 to the Cemetery Maintenance Fund, and to approve the reallocation of any remaining American Rescue Plan Act Legal Fees to the Cemetery Maintenance Fund.**

Current Agenda Item

~~Treasurer~~

- Roads Committee -

To: Oxford Twp. Board of Trustees

From: Oxford Twp. Roads Committee

Date: June 4, 2024

Re: 2024 Graveling of additional Oxford Township Roads (Gardner Road and Delano Road)

Supervisor Jack Curtis recently discussed additional gravel roads needs with our representative from the Road Commission for Oakland County (RCOC).

We are recommending additional gravel to help maintain and improve Gardner Road and Delano Road. The RCOC is going to try their best to add these additional roads to this year's already approved projects. If that is not feasible, they will be done for sure in 2025.

If the board is in favor of proceeding, the following motion has been prepared for your consideration:

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

That the Oxford Township Board of Trustees formally approves the 2024 additional Gravel Program of Gardner Road and Delano Road as outlined by RCOC's Colin Campbell in a total amount of \$85,689.24. If this work cannot be done in 2024, then these gravel roads are to be addressed in 2025. These funds are to be expensed to the Roads Fund, Account Number 204-440-969.000.

## Joseph Ferrari

---

**From:** Jack Curtis  
**Sent:** Tuesday, June 4, 2024 9:12 AM  
**To:** Joseph Ferrari  
**Cc:** Curtis Wright; Danielle Smith  
**Subject:** Fw: Additional roads for gravel. 6/4/2024

Joe,  
For our board package and for our budget review this morning.



Jack Curtis

Supervisor  
Charter Township of Oxford  
300 Dunlap Rd.  
Oxford, MI 48371  
(248) 628-9787 Ext. 109  
jcurtis@oxfordtownship.org

---

**From:** Campbell, Colin <ccampbell@rcoc.org>  
**Sent:** Tuesday, June 4, 2024 8:51 AM  
**To:** Jack Curtis <JCurtis@oxfordtownship.org>  
**Cc:** Hafendorfer, Jason <jhafendorfer@rcoc.org>  
**Subject:** Additional roads for gravel. 6/4/2024

Good morning, Jack. Per our discussion, you wanted information on adding Gardner Rd and Delano Rd to this year's gravel resurfacing program. Oxford Twp has approx. 17,500 tons of gravel scheduled for the resurfacing and improving gravel roads within its Twp. By adding Delano Rd and Gardner Rd, the approx. tonnage of gravel required to meet your request will increase from 17,500 to 21,580 tons.

The cost of adding Gardner Rd and Delano Rd is as follows:

- X Gardner Rd:
- Starting at Oxford Rd and ending north of Oakwood.  
1.41 miles @ 1652 ton per mile @ \$21.00 per ton = **\$48,915.72**

X Delano Rd:

- Starting at Oakwood and spreading north, ending at Davison Lk Rd.  
1.06 miles @ 1652 ton per mile @ \$ 21.00 per ton = **\$36,773.52**

Grand Total: **\$ 85,689.24**

Given the approx. tonnage and the number of miles for Oxford Twp, the estimated time needed to complete this year's ( 2024) gravel resurfacing program, is one month, given good weather and minimal downtime from equipment and contractor breakdowns. We will keep you updated as to when we are forecasted to begin the gravel resurfacing in Oxford Twp. If you have any questions, please feel free to email me.

Thank you, CC.

*Colin Campbell*

District 3 Superintendent

Email: [ccampbell@rcoc.org](mailto:ccampbell@rcoc.org)

Office #: (248) 454-7730



# **CHARTER TOWNSHIP OF OXFORD**

**Date:** June 12, 2024

**To:** Board of Trustees

**From:** Jack Curtis, Supervisor

**Re:** MiSwitch Contract Renewal

Dear Board Members:

The contract between the township and MiSwitch, our current phone provider, is up for renewal. Attached is the proposed contract, renewing our agreement for another three years. MiSwitch is a local company and we don't have any complaints in terms of service or customer support.

The following motion is offered for consideration:

**I MOVE TO APPROVE THE RENEWAL AGREEMENT BETWEEN MISWITCH COMMUNICATIONS AND THE CHARTER TOWNSHIP OF OXFORD FOR A DURATION OF THREE YEARS IN THE AMOUNT OF \$668.44 PER MONTH. THIS AMOUNT IS TO BE EXPENSED TO ACCOUNT NUMBER 101-265-853.000 TELEPHONE. I FURTHER AUTHORIZE SUPERVISOR JACK CURTIS TO SIGN THE AGREEMENT ON BEHALF OF THE CHARTER TOWNSHIP OF OXFORD.**



Home



Users



Conferences



Auto Attendants



Call Queues



Time Frames



Music On Hold

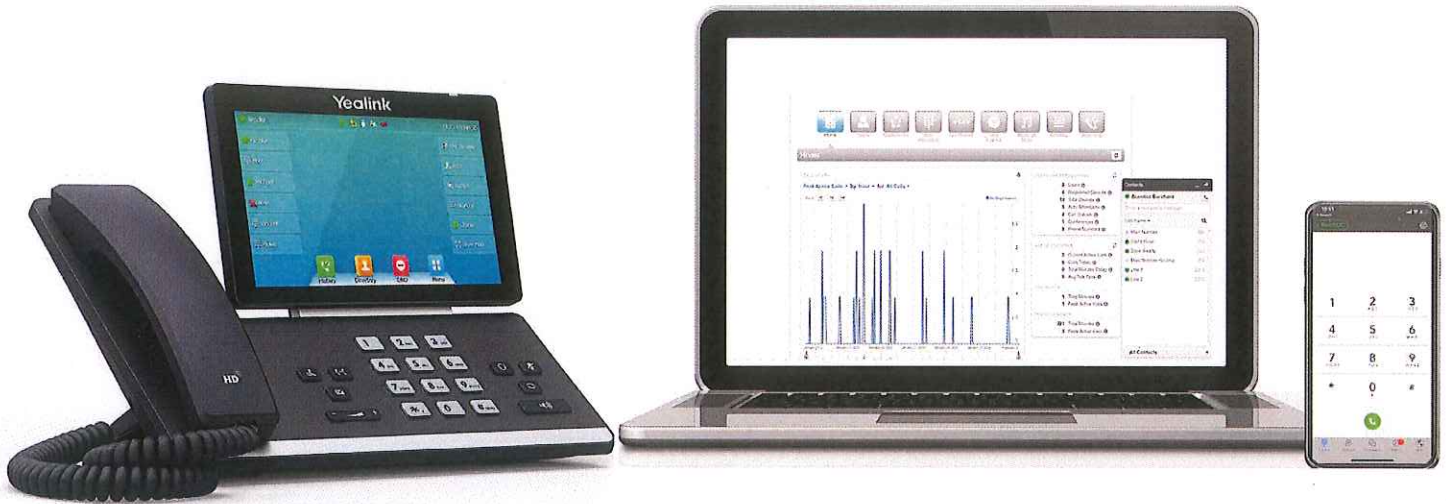


Inventory



Reporting

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info@mswitchcommunications.com



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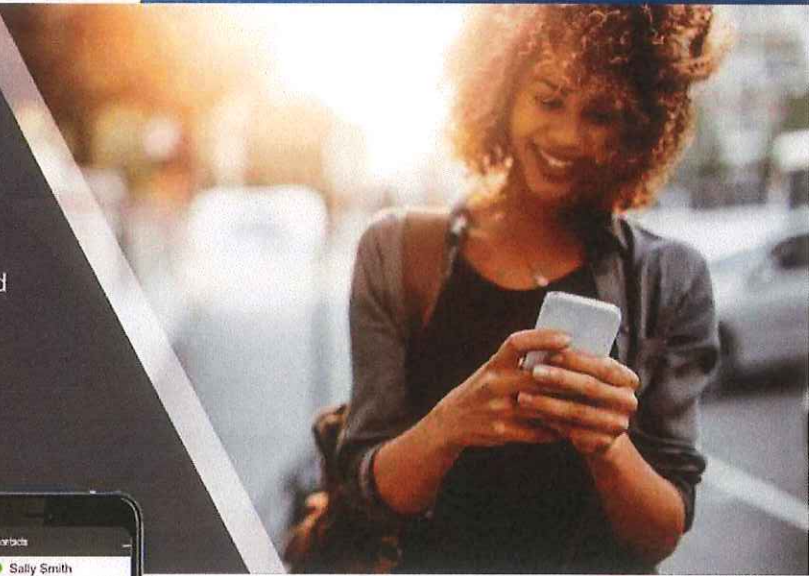
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<p><b>Standard</b></p>	<p>Yealink SIP-T33G</p> 	<p>Yealink SIP-T43U</p> 	<p>Yealink T46U</p> 
<p><b>Conferencing</b></p>	<p>Yealink CP925</p> 	<p>Yealink CP935</p> 	<p>Yealink CP965</p> 
<p><b>Wireless</b></p>	<p>Yealink W73H DECT</p> 	<p>Yealink WH62-UC Mono/Duo</p> 	<p>Yealink WH67</p> 
<p><b>Accessories</b></p>	<p>Yealink CP700</p> 	<p>Yealink CP900</p> 	<p>Yealink BLT60 Busy Light</p> 

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**MISWITCH COMMUNICATIONS**

118 Indianwood Rd Unit 6  
Lake Orion, MI 48362  
United States

T: (248) 929-9950

**Prepared for** Oxford Township  
Jack Curtis  
300 Dunlap Rd  
Oxford, MI 48371  
United States


T: 2486289787  
E: jcurtis@oxfordtownship.org

Quote #	2238 v2
Date	21 May 2024
Expires	19 Aug 2024
Contact	Brandon Burchard

**ACCEPT QUOTE**

## MISWITCH Proposal Summary

### Monthly Fees

Item	Qty	Price	Total
<b>MISWITCH Standard Seat</b>	16	\$23.99	\$383.84
<u>Unlimited Support and Configuration Changes:</u> Unlimited Support and Configuration Changes			
<b>MISWITCH Basic Seat - 3 Year Term</b>	7	\$18.99	\$132.93
- Metered Calling			
- No charges for On-Net Calls			
- DID Included			
- Music On Hold			
- Auto Attendants and Ring Groups			
<u>Professional Services:</u> Unlimited Support and Configuration Changes			
<b>E911 Service Charge</b>	1	\$2.50	\$2.50
<b>Yealink T54W - Rental</b>	24	\$6.00	\$144.00
			
<b>Instant Fax ATA Service</b>	1	\$19.95	\$19.95
<b>POTS In A BOX</b>	1	\$59.49	\$59.49
<b>Loyalty Discount</b>	1	(\$74.27)	(\$74.27)

Please contact us if you have any questions.

Monthly Subtotal	\$742.71
Discount	(\$74.27)
<b>Total Monthly</b>	<b>\$668.44 USD</b>

**ACCEPT QUOTE**

**Cost Breakdown**

Category	Monthly Fees
Monthly Recurring Services / Seats and Extensions	\$660.77
Monthly Recurring Services / Fees	\$2.50
Monthly Recurring Services / Faxing	\$19.95
Pots In a Box	\$59.49
Discount	(\$74.27)
<b>Total</b>	<b>\$668.44 USD</b>

**Additional Details**

Agent: View 1334 Jack Farstvedt

Order Type: Renewal

Date: June 12, 2024

To: Board of Trustees

From: Curtis W. Wright, Clerk

Re: Schedule First Reading for Soil Erosion and Sediment Control Ordinance 129.001

Dear Board Members:

Building Official Tim London is requesting to remove the fee schedule from the Soil Erosion and Sediment Control Ordinance and have the fees set by Resolution.

Attached is a summary letter from Megan Masson-Minock and a draft copy of the amendments to the Ordinance highlighted in red.

If the Township Board is in favor to move forward, the following PROPOSED motion is offered for consideration:

**I move to set a First Reading of the Soil Erosion and Sediment Control Ordinance 129.001 for the July 10, 2024 Oxford Township Board of Trustees Regular Meeting.**



**Carlisle | Wortman**  
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

---

**TO:** Oxford Township Supervisor Jack Curtis & Oxford Township Clerk Curtis Wright

**CC:** Oxford Township Building Official Tim London & Oxford Township Attorney Brittney Kimball Ellis

**FROM:** Megan Masson-Minock, AICP

**DATE:** April 4, 2024

**RE:** Ordinance Amendments - Soil Erosion Permit Fees

The Building Department requested that Section 22-302 of the Oxford Township Code of Ordinances be amended to eliminate the specific fee amounts for permit and inspection fees for soil erosion and sedimentation control. The Ordinance Review Committee (ORC) reviewed this proposal at its March 14, 2024 meeting and asked for the attached amendments to be forwarded to the Township Board for review and approval.

When reviewing the proposed amendments, please note that:

- Text proposed to be deleted is shown in red, strike through text: ~~example~~

Please let us know if you have any questions or edits.

Sincerely,

CARLISLE/WORTMAN ASSOC., INC  
Megan Masson-Minock, AICP  
Principal

**Draft Amendments to Article VI - Soil Erosion and Sedimentation Control**

**Section 22-302. Permit and inspection fees.**

**Sec. 22-302. Permit and inspection fees.**

Soil erosion permit and inspection fees shall be established by the township board of trustees and shall bear a reasonable relationship to the cost, including overhead, of the service or act. ~~The following fee schedule is applied to soil erosion permit and inspection fees:~~

~~(1) Residential/single lot permits:~~

- ~~a. Annual plan review and inspection fee: \$250.00.~~
- ~~b. Additional inspections/re-inspections: \$100.00 per inspection.~~
- ~~c. Bond: \$500.00.~~

~~(2) Commercial permits:~~

- ~~a. Plan review fee: \$250.00.~~
- ~~b. Annual inspection fee: \$1,500.00.~~
- ~~c. Additional inspections/re-inspections: \$100.00 per inspection.~~
- ~~d. Bond: \$5,000.00.~~

## Kelly Richter

---

**From:** Joseph Ferrari  
**Sent:** Friday, June 7, 2024 12:45 PM  
**To:** Kelly Richter  
**Cc:** Brittney Kimball Ellis  
**Subject:** Love Inc. Memo for the Board Packet (more information coming)

Hi Kelly-Please include the information below:

We are still working with Love, Inc. on a contract to provide Meals-on-Wheels services to about 35 of our residents. Rochester OPC is going to cease providing these services as of July 1, 2024. Love, Inc. is trying to secure the necessary insurance before our next Township Board meeting. If that can get worked out and I get a final approval from our township attorney, I will provide a sample motion and final contract for the Township Board to consider at our regular June 12, 2024 meeting.

Joseph G. Ferrari, Treasurer  
300 Dunlap Rd.  
Oxford, MI 48371  
248-628-9787, ext. 105 (work)  
248-933-4183 (cell)  
jferrari@oxfordtownship.org

**STATE OF MICHIGAN  
COUNTY OF OAKLAND  
TOWNSHIP OF OXFORD  
MEMORANDUM OF UNDERSTANDING BETWEEN  
LOVE INC OF NORTH OAKLAND COUNTY AND OXFORD TOWNSHIP**

**This Memorandum of Understanding** ("MOU") dated \_\_\_\_\_ day of \_\_\_\_\_ 2024, is by and between the Charter Township of Oxford ("Township"), a Municipal Corporation, whose address is 300 Dunlap Road, Oxford, Michigan 48371, and the Love INC of North Oakland County ("Love INC"), a Domestic Nonprofit Corporation, whose address is 1550 West Drahnner Road, Oxford, Michigan 48371, to set forth the Parties' Agreement hereto.

**RECITATIONS:**

**WHEREAS** the Township and Love INC agree that Love INC will provide Meals-on-Wheels Services as detailed on **Exhibit A** attached hereto ("Services") to residents of the Township as a Contractor beginning July 1, 2024, and shall be for a term of one (1) year beginning upon execution of this Agreement. The Agreement shall automatically renew on an annual basis unless terminated as set forth herein. Each party reserves the right to terminate this Agreement for any reason upon a thirty (30) day written notice to the other party; and

**WHEREAS** Love INC shall provide the Services to the Township beginning July 1, 2024, for an annual fee in the first year of \$ \_\_\_\_\_ (to be paid monthly at \$ \_\_\_\_\_, on the first of each month, beginning July 1, 2024). Please see attached budget. Such fees may be recalculated on an annual basis based solely upon any increase in insurance costs to Love INC. to maintain the insurance amounts set forth herein.

**NOW THEREFORE IT IS AGREED AS FOLLOWS**, the Township and Love INC hereby accept the following terms and conditions:

1. Love INC will be responsible for the entirety of the Services and will act as the intermediary between the Township and the Rochester Older Persons Commission (OPC) or any future meals provider.
2. Love INC will work together with the Township to measure operational performance (such as meal deliveries, driver mileage reimbursement, etc.) on a quarterly basis and to compile a compliment/complaint log to monitor performance for a six-month period commencing on the date of service.
3. Love INC shall hire and train staff, including drivers, as needed, to enhance capacity and deliver quality services.
4. It is hereby agreed and understood by the parties to this contract that all employees of Oxford Township are solely employees of Oxford Township, and all employees of Love INC are solely employees of Love INC. Any reference within this contract to "employees" or similar terminology shall be construed in accordance with the

aforementioned understanding. This provision shall serve to clarify the contractor relationship between the parties and ensure that the respective rights, responsibilities, and obligations associated with employment are properly attributed to the Township or Love INC, as applicable.

5. Each party agrees to indemnify, defend, and hold harmless the other party, their officers, employees, agents, and representatives from and against any and all claims, losses, liabilities, damages, expenses (including reasonable attorneys' fees), and costs arising out of or related to the Services or any negligent or wrongful act or omission of the indemnifying party, its officers, employees, agents, or representatives.
6. Neither Party shall assign their rights or obligations under the contract to a third Party unless specifically approved in writing by the other Party.
7. Love Inc. shall procure and maintain the following insurance coverage for the duration of the term of this Agreement, and shall promptly provide proof of such coverage to the Township upon request:
  - a. **Workers' Compensation Insurance.** Including Employers' Liability Coverage, in accordance with all applicable statutes of the State of Michigan.
  - b. **Commercial General Liability Insurance** on an "Occurrence Basis" with limits of liability not less than \$1,000,000 per occurrence and aggregate. Coverage shall include, but not limited to, the following: (A) Contractual Liability; ((B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent; € Explosion, Collapse, and Underground, if applicable.
  - c. **Automobile Liability.** Including Michigan No-Fault Coverages, with limits of liability not less than \$1,000,000 per occurrence combined single limit for Bodily Injury, and Property Damage. Coverage shall include allowed vehicles, all non-owned vehicles, and all hired vehicles.
  - d. **Commercial General Liability and Automobile Liability limits** may be obtained using an Excess/Umbrella Liability Policy in addition to the primary liability policy(ies). If coverage limits are satisfied by an Excess and/or Umbrella Policy, coverage must follow form of the primary liability policy(ies), including but not limited to, additional insured and primary/non-contributory coverage.
  - e. **Additional Insured:** Commercial General Liability Insurance shall include an endorsement stating the following shall be Additional Insureds: The Township, all elected and appointed officials, all employees and volunteers, agents, all boards, commissions, and/or authorities and board members, including employees and volunteers thereof. It is understood and agreed by naming the Township as additional insured, coverage afforded is considered to be primary and any other insurance the Member may have in effect shall be considered secondary and/or excess.

8. Governing Law. This Agreement shall be governed by Michigan law.

**Agreeing to the foregoing as stated above we sign as Authorized Representatives**

\_\_\_\_\_  
Jack L. Curtis, Supervisor  
Chapter Township of Oxford

\_\_\_\_\_  
Patricia Schapira, Executive Director  
Love INC of North Oakland County

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## **Exhibit A - Services**

1. Hire and manage site hostess:
2. Site hostess schedules volunteers for delivery of Services five (5) days per week:
3. Coordinate with the current drop-off site:
4. Site hostess will communicate closures or any other necessary information to clients and volunteers: and
5. Other related activities in order to provide the Services.

## **Meals on Wheels Budget**

Site Hostess: \$18 per hour, 1099

7 ½ hours per week= \$7,020 + \$300 cell phone stipend

Love INC Coordination: \$20.64 per hour, employee 2 hours per week= \$2,146.56

Total wages: \$9,466.56 Management Fee

Total program cost: \$12,306.52 (\$1,025.54, paid monthly)

## Kelly Richter

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**From:** Joseph Ferrari  
**Sent:** Friday, June 7, 2024 11:03 AM  
**To:** Curtis Wright; Kelly Richter  
**Subject:** FW: Meals on Wheels Contract

Please include in our packet as well.

---

**From:** executivedirector@loveincfnoc.org <executivedirector@loveincfnoc.org>  
**Sent:** Wednesday, June 5, 2024 1:52 PM  
**To:** Joseph Ferrari <JFerrari@oxfordtownship.org>; Rebecca Kimball <rebecca@kellyfirmnpc.com>  
**Cc:** matthewdshell@hotmail.com  
**Subject:** Re: Meals on Wheels Contract

I just spoke with our insurance agent. The request for insurance is in their underwriting group. My agent is out of the office for the next three days. He said he will contact me as soon as he returns to the office. We should know something at that time. I will let you know.

Thank you

*Grace & Peace*  
Patricia Schapira  
*Executive Director*  
Love INC of North Oakland County  
(248)693-4357 x104  
Fax: 844-734-6520

