

OAKFIELD TOWNSHIP BOARD OF TRUSTEES  
REGULAR MEETING  
May 14, 2019

2019-10

**CALL TO ORDER:**

A regular meeting of the Oakfield Township Board of Trustees held May 14, 2019 at 10300 14 Mile Road, Rockford, MI., was called to order at 7:00 PM.

**Present were:** Greg Dean, Larry Parker, Bryan Porter, Pamela Riker, Ken Rittersdorf and Linda VanHouten.

**Absent:** Chad Sowerby

**APPROVAL OF MINUTES:**

Motion to approve regular meeting minutes for April 9, 2019 offered by Rittersdorf second by approved per a roll call vote 6-0.

**FINANCIAL REPORTS:**

Motion to approve the report of fund balances for April 2019 as presented offered by Porter second by Rittersdorf approved per a roll call vote 6-0.

Motion to approve transfer of funds from the Cemetery Fund to the General Fund in the amount of \$216.90 offered by Porter second by Rittersdorf approved per a roll call vote 6-0.

Motion to approve transfer of funds from the Capital Fund to the General Fund in the amount of \$1,785.99 Roads - offered by VanHouten second by Parker approved per a roll call vote 6-0.

Motion to approve the General Fund Expenditures for the month of April in the amount of \$79,090.21 offered by Porter second by Rittersdorf approved per a roll call vote 6-0.

Motion to approve Scram Lake Expenditures for the month of April in the amount of \$2,661.76 offered by Porter second by Riker approved per a roll call vote 6-0.

**COMMITTEE REPORTS:**

**Fire Department:**

- 25 calls for April
- Knox Boxes: Chief Peterson spoke about looking into the use of Knox Boxes. Will research and update board in the future.
- Monthly Training – Annual drivers training refresher and road course.
- Two students graduated from their training academies. Joe Pironello from Fire school and Jason Scholten graduated from Fire Officer school.

**PCI Report:** Report on file

**Planning Commission:** Special Land use at 12690 14 Mile Approved – Troy Caswell. Next meeting is Tuesday, May 21 at 7:00 pm for a Site Plan Review.

**Zoning Board of Appeals:** Next meeting May 28, 2019 for a Variance Request – Don Elenbaas.

**Zoning Administrator:** Report on file

**CORRESPONDENCE RECEIVED:**

- Kent County Road Commission: Invitation to annual spring luncheon. Held May 21 12-2 at Douglas Walker Park in Byron Center.

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- Charter Cable: Regular channel lineup changes, on file.
- MTA: Information on Township Assessing classes.

**PUBLIC COMMENTS:**

Betsy thanked the Board for approving her attendance at her training classes.

**UNFINISHED BUSINESS:**

- Township Hall Fence: New fence is up and finished.
- Agreements relating to Cowan Lake Sewer Project: Attorney Mark Nettleton updated the Board on the progress of the Cowan Lake Sewer Project. He explained the "425 Agreement" which would transfer the vacant parcel owned by Dennis Jahns from Grattan to Oakfield. We will also need to have a Public Hearing at the June Board meeting to transfer that property.  
Discussion by Board.  
Motion to set Public hearing on the transfer of the Jahns property out of Grattan Twp., and into Oakfield Twp., for the June Board meeting offered by Dean second by Parker approved per a roll call vote 6-0.
- Cowan Lake Sewer Advisory Committee: Attorney Mark Nettleton also updated the Board on the need for a Sewer Advisory Committee to be set up. The Committee would consist of one rep from Oakfield, 4 from Grattan and 1 from Vergennes. Grattan wants to combine their existing Committee they already have with Vergennes into one Committee. We will need a Resolution to approve this Committee.  
Motion to approve the Service and Franchise Agreement and make the change for the Sewer Advisory Committee with 4 from Grattan, 1 from Vergennes and 1 from Oakfield all being one Committee offered by Dean second by Rittersdorf approved per a roll call vote 6-0.

**NEW BUSINESS:**

- Oakfield Township Officials to be elected as Partisan or Non-Partisan:  
The MTA send out information on the possibility of having Township officials running as Non-Partisan candidates. Board discussion.

Motion to oppose legislation that would allow Township Boards the option to run as non-partisan offered by Dean second by Rittersdorf approved per a roll call vote 6-0.

- Cemetery Fence – Oakfield Cemetery: Damage to the fence at the Oakfield Cemetery.  
Dean got a bid from Cedar Springs Fence for \$375 to repair. We will go ahead and have work done.
- To the Board from the Supervisor: Dean told Board about an email that Parker received with Deans name on it asking him to transfer some funds. The email was not from Dean and we do not transfer any funds without Board approval. Email was a scam. Dean is turning over information to the State Police.
- Revenue Sharing: Received \$76,423 for this period, up 2.3% from last year.
- Siding Repair at Old Township Hall: Completed by Tom Butterworth.
- Bathroom Ceiling Tiles Repaired: Completed by Tom Butterworth.
- Paving of Back Parking Lot: Will start work soon. Running behind because of weather.
- Newsletter: Summer Newsletter articles due to Linda by Tuesday, May 28.

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- Cemetery Clean-up from Ice Storm: All complete.
- File cabinet: Dean mentioned that Bonnie would like to purchase an old cabinet that is empty and not being used in the office.

Motion to sell cabinet to Bonnie for \$10 offered by Dean second by Rittersdorf approved per a roll call vote 6-0.

**PUBLIC COMMENTS:** None

**BOARD COMMENTS:** Dean received a letter from the MAMC notifying the Board of Bonnies' completion of the Certified Michigan Municipal Clerk's Program.

**ADJOURNMENT:** There being no further business, the meeting adjourned at 7:58 PM offered by Riker second by VanHouten approved per a voice call vote.

Linda L. VanHouten  
Oakfield Township Clerk