

OAKFIELD TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
April 13, 2021

2021-7

CALL TO ORDER:

A regular meeting of the Oakfield Township Board of Trustees held April 13, 2021 at 7:00p.m. with all board members present in Oakfield Township.

Present were: Greg Dean, Chad Sowerby, Betsy Koett, Ken Rittersdorf, Pamela Riker & Sue Trainer

Absent: Bryan Porter

APPROVAL OF MINUTES:

Motion to approve regular meeting minutes for March 9, 2021 offered by Sowerby second by Koett approved per a roll call vote 6-0.

Motion to approve special Board meeting minutes for March 17, 2021 offered by Sowerby second by Koett approved per a roll call vote 5-1.

Motion to approve Budget Hearing meeting minutes for March 30, 2021 offered by Rittersdorf second by Sowerby approved per a roll call vote 6-0.

Motion to approve Budget Approval meeting minutes for March 30, 2021 offered by Sowerby second by Koett approved per a roll call vote 6-0.

FINANCIAL REPORTS:

Motion to approve Treasury Report for March 2021 offered by Sowerby second by Rittersdorf approved per a roll call vote 6-0.

Motion to approve transfer of funds Fire Mileage to General Fund New Equipment in the amount of \$18,918.18 offered by Sowerby second by Riker approved per a roll call vote 6-0.

Motion to approve General Fund expenditures for the month of March 2021 in the amount of \$61,217.73 offered by Sowerby second by Rittersdorf approved per a roll call vote 6-0.

Motion to approve Scram Lake expenditures for the month of March 2021 in the amount of \$4,098.77 offered by Koett second by Sowerby approved per a roll call vote 6-0.

COMMITTEE REPORTS:

Fire Department:

- March was a record month-42 calls for March. 105 calls for first quarter. 30 medical, 1 P.D. accident, 1 structure fire, 1 fire alarm, 1 C.O. alarm, 2 grass 2 wire calls, 2 illegal burning, 1 odor investigation, 1 Assist Spencer.

Monthly Training – Ice Water Rescue. Ended up being an Open Water Rescue because there wasn't any ice.

- **From the Chief**-Crash Report-Tuesday, April 6, 2021 in the evening a crash occurred between Old 14 Mile Road and Lincoln Lake Road involving a Montcalm ambulance. More information coming out regarding the investigation. Fire Chief will let us know more in the future when he is able.

PCI Report: 9 building permits, 9 electrical, 10 mechanical, 8 plumbing, 1 LP & 3 fireplace. Total charges \$11,083.00, total due \$9,974.70, total evaluation of projects \$1,245,200.

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Planning Commission: Dollar General Site Plan approved at March meeting.

Motion to approve not to have an April meeting offered by Dean second by Koett approved by a voice call 6-0.

Zoning Board of Appeals: No March meeting

Zoning Administration: Contracting with PCI..

CORRESPONDENCE RECEIVED:

- EGLE-Letter recommending that every Township establish zoning changing regarding windmills and solar panels. Board to readdress having the lawyer draw up an ordinance at the next board meeting.

CORRESPONDENCE SENT: None

OLD BUSINESS:

- Planning Commission Appointment-Ashlee Vanderkooi.

Motion to approve Ashlee offered by Sowerby second by Koett approved by a roll call vote 6-0.

- PCI Construction Code Contract 2021-2022-PCI gets 10% Oakfield gets 90%.

Motion to approve contracting with PCI offered by Koett second by Sowerby approved by a roll call vote 6-0.

- PCI Zoning Enforcement Contract 2021-2022-Tickets are ordered but not here yet. The State changed the old ones. Would be cheaper to have PCI issue tickets then for Oakfield to do it.

Motion to approve contracting with PCI offered by Sowerby second by Riker approved by a roll call vote 6-0.

- Assessor Contract 2021-2022-Only item that changed was his pay. Parcel count went up and his pay is based on this.

Motion to approve Assessor Contract offered by Sowerby second by Rittersdorf approved by a roll call vote 6-0.

Deputy Assessor has started her job and she is doing great. Need to look into a phone for her.

- New House on Cowan Lake & New Road Construction-On hold till hear back from EGLE to see if they can build there due to wetland regulations. The owners have to put the road in at no cost to the County or Township and then the County will take over maintaining it.
- Board Approval to Change Banks-Treasurer and Deputy Treasurer investigated a lot of banks. They recommend we go with Commercial Bank. The signers on the account would be the Clerk (Susan Trainer), Deputy Clerk (Ashlee Vanderkooi), Deputy Treasurer (Amy Christensen) & Treasurer (Betsy Koett).

Motion to approve to switch over to Commercial Bank and have persons stated above as signers on the account offered by Koett second by Sowerby approved by a roll call vote 6-0.

- Agreement for I. T. Services to Accept Credit & Debit Cards for Taxes ONLY. Also E-Checks.
- Betsy Koett (Treasurer) will sign contract.

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Motion to approve use of G2G (I.T Services) for Credit Card, Debit Card & E-Checks for tax payments offered by Koett second by Sowerby approved by a roll call vote 5-1.

NEW BUSINESS:

- Michigan Uniform Chart of Accounts. October 31, 2022 the State will require all Townships to switch over to these account numbers. We need to talk with our auditor about this.
- Dust Layer-Kent County will apply this. Three applications. Usually around Memorial Day, 4th of July and Labor Day.
- New Roof on Township Hall- Received bids but metal has gone up a lot. Roof still in good shape.

Motion to approve to hold off on new roof offered by Dean second by Rittersdorf approved by a voice call 6-0.

- Rework of the Fire Chief's Office. In progress. Bid was \$4,440.00 from Butterworth Contractors.

Motion to approve hiring Butterworth Contractors to do work offered by Dean second by Riker approved by a roll call vote 6-0.

- Federal Hand Out of Free Money.- Township of Oakfield will receive \$631,872.00 over 2 years in 2 checks. No rules yet on how it can be spent. However, the Supervisor knows we can spend it on fire equipment. Supervisor and Fire Chief looking into purchasing a Polaris UTV to be used for remote fire fighting and rescue. The quote for it is \$47,624.05. It is a 4 door model with full fire equipment accessories. Would also need an enclosed trailer to haul it and a structure to store it in. Total price would be around \$90,000.00.

Clerk requested possibly using part of this money to purchase new BS&A software for her and the Deputy Clerk's computers. This software would interface with the Treasurer and would eliminate a lot of additional paperwork, possible mistakes and time. It was also supply the Clerk & Deputy Clerk with free software support which we don't have now. The cost for the computer would be around \$39,000.00. Supervisor stated Clerk could request to amend the budget and make a motion for the Board to vote on this at the next Board meeting.

CITIZEN COMMENTS: None

BOARD COMMENTS: None

ADJOURNMENT: There being no further business, the meeting adjourned at 8:02 pm offered by Sowerby second by Riker approved per a voice vote 6-0..

Susan Trainer
Oakfield Township Clerk