

OAKFIELD TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
March 10, 2016

CALL TO ORDER:

A regular meeting of the Oakfield Township Board of Trustees held March 10, 2016 at 10300 14 Mile Road, Rockford, MI., was called to order at 7:30 PM.

Present were: Greg Dean, Roger Mason, Larry Parker, Bryan Porter, Ken Rittersdorf, Chad Sowerby and Linda VanHouten

Absent: None

APPROVAL OF MINUTES:

Motion to approve regular meeting minutes for February 9, 2016 offered by Rittersdorf second by Sowerby approved per a roll call vote 7-0

Motion to approve Public Hearing Minutes – Community Development Block Grant – for February 9, 2016 offered by Porter second by Rittersdorf approved per a roll call vote 7-0

Motion to approve Special Board Meeting Minutes – Budget Workshop – for February 16, 2016 offered by Sowerby second by Parker approved per a roll call vote 6-0 (Mason abstained due to absence).

Motion to approve Special Board Meeting Minutes – Budget Workshop – for March 1, 2016 offered by Sowerby second by Porter approved per a roll call vote 7-0

FINANCIAL REPORTS:

Motion to approve the report of fund balances for February 2016 as presented offered by Rittersdorf second by Sowerby was approved per a roll call vote 7-0

Motion to transfer funds from the General Fund to the Capital Fund in the amount of \$50,000.00 offered by Dean second by Parker approved per a roll call vote 7-0

Motion to amend the budget for Township Board Misc. account # (101-965) in the amount of \$313.17 offered by Porter second by VanHouten approved per a roll call vote 7-0

Motion to amend the budget for Tax Admin. Assessor Salary account # (209-701) in the amount of \$.04 offered by Porter second by Sowerby approved per a roll call vote 7-0

Motion to amend the budget for Tax Admin. Charter Internet account # (209-862) in the amount of \$9.90 offered by Sowerby second by Rittersdorf approved per a roll call vote 7-0

Motion to amend the budget for Treasurer Expenses account # (253-861) in the amount of \$138.00 offered by Sowerby second by VanHouten approved per a roll call vote 7-0

Motion to amend the budget for Planning Commission - Other account # (400) in the amount of \$382.50 offered by Sowerby second by Rittersdorf approved per a roll call vote 7-0

Motion to amend the budget for Zoning Dept. PCI Insp. account # (410-822) in the amount of \$14,382.00 offered by Sowerby second by Rittersdorf approved per a roll call vote 7-0

Motion to amend the budget for Transfers – General to Capital account # (999) in the amount of \$290,000.00 offered by Parker second by Sowerby approved per a roll call vote 7-0

Motion to amend the budget for General Insurance account # (851-910) in the amount of \$72.00 offered by Sowerby second by Parker approved per a roll call vote 7-0

Motion to amend the budget for Clerk Expenses account # (215-861) in the amount of \$3.03 offered by Parker second by Sowerby approved per a roll call vote 7-0

OAKFIELD TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
March 10, 2016

Motion to approve General Fund expenditures for the month of February 2016 in the amount of \$37,992.46 offered by Rittersdorf second by Porter was approved per a roll call vote 7-0

Motion to approve Sewer Fund expenditures for the month of February 2016 in the amount of \$624.74 offered by Parker second by Sowerby was approved per a roll call vote 7-0

COMMITTEE REPORTS:

Fire Department:

- 19 runs for February
- Monthly Training: Fire: Stokes basket rescue, trauma emergencies, ropes and cables.
- Report on file

PCI Report: Report on file

Planning Commission: No meeting this past month. Next meeting is April 20, 2016 7:00 PM Twp. hall.
Motion to not have a meeting this month offered by Mason second by Dean approved per a voice call vote 7-0

Zoning Administrator: Report on file

CORRESPONDENCE RECEIVED:

- MTA – Capital Conference April 12-13, 2016.
Motion for Twp to pay for anyone who wants to go to the conference offered by Dean second by Porter was approved per a voice vote 7-0
- Kent Co. Conservation District: Trees and shrubs available. Dean has letter on file if interested.
- Comcast Cable: Channel line-up changes. Letter on file.
- U.S. Census Bureau: Will be sending survey for municipality census. Dean will fill out.

CITIZEN'S COMMENTS: None

OLD BUSINESS:

- **Cusack Property:** Has not filed yet, has until 3-11-16 at 5:00 pm. Dean will keep us posted.
- **Millers Hops Farm:** Not heard from yet.
- **Wisniewski Property:** Letters have been sent out to owner and Mortgage Company.
- **Close Books March 16, 2016:** No more bills paid or deposits will be made until April 1, 2016.

NEW BUSINESS:

- **Letter to Lapple Residents:** Sent to all residents. Considering 3 different road improvement options. Informational meeting Thursday, March 17, 7:30 pm, Twp Hall.
- **PCI Contract:** Needs to be approved. Will remain the same, 90% to PCI, 10% to Twp.

OAKFIELD TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
March 10, 2016

Motion to approve the PCI contract offered by Dean second by Sowerby approved per a roll call vote 7-0

- **Election Report:** VanHouten stated current registered voters are at 4,370. Total voters for March 8, 2016 were 1,579 (36% voter turnout). Precinct # 1 had a 40% turnout, precinct # 2 had a 35% turnout and precinct # 3 had a 34% turnout.
- **Proposed Deputy Clerk Position:** Starting April 1 the Deputy Clerk would be paid \$3,000 out of the Deputy Clerk account and \$4,000 out of the Deputy Election Official account, totaling \$7,000. This would allow for about 9 hours of work per week. VanHouten noted she would like to re-evaluate this and have more hours allotted for the position in order to have the office run more efficiently. Discussion by board.
Motion to eliminate the Deputy Election Official position and just have Deputy Clerk position at \$14,000.00 per year for about 18 hours per week offered by Porter second by Sowerby approved per a roll call vote 7-0

CITIZENS COMMENTS: None

BOARD COMMENTS: Mason mentioned the Fire Commission meeting would be Friday, March 11, 2016.

ADJOURNMENT: There being no further business, the meeting adjourned at 8:23 PM offered by Parker second by Porter approved per a voice call vote 7-0

Linda L. VanHouten
Oakfield Township Clerk