

OAKFIELD TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
MARCH 20, 2018

2018-6

CALL TO ORDER:

A regular meeting of the Oakfield Township Board of Trustees held March 20, 2018 at 10300 14 Mile Road, Rockford, MI., was called to order at 7:30 pm.

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

Absent: None

APPROVAL OF MINUTES:

Motion to approve regular meeting minutes for February 13, 2018 offered by Sowerby second by Parker approved per a roll call vote 7-0.

Motion to approve Special Board Meeting minutes for February 20, 2018 offered by Rittersdorf second by Sowerby approved per a roll call vote 7-0.

Motion to approve Special Board Meeting minutes for March 6, 2018 offered by Sowerby second by Parker approved per a roll call vote 6-0 (Riker abstained).

FINANCIAL REPORTS:

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

Motion to approve Transfer of Funds from the Fire Millage Savings account to the General Fund in the amount of \$15,343.11 offered by Porter second by Sowerby approved per a roll call vote 7-0.

Motion to approve Transfer of Funds from the Capital Fund to the General fund in the amount of \$531.73 – roads offered by Sowerby second by Rittersdorf approved per a roll call vote 7-0.

Motion to transfer \$10,000 from Account #336-998 General Fund into Pumper Savings account offered by Sowerby second by Porter approved per a roll call vote 7-0.

Motion to approve Budget Amendment Document #'s 1-9 offered by VanHouten second by Sowerby approved per a roll call vote 7-0.

Motion to approve General Fund expenditures for the month of February in the amount of \$64,208.52 offered by Rittersdorf second by Sowerby approved per a roll call vote 7-0.

Motion to approve Sewer Fund expenditures for the month of February in the amount of \$2,161.94 offered by Sowerby second by Parker approved per a roll call vote 7-0.

COMMITTEE REPORTS:

Fire Department:

- 24 runs for February 2018
- Monthly Training: DNR: Wildland Fire Training
- Child/Elder Abuse and Neglect
- Live Burn Training with Grattan Twp.

Door card reader locks and security cameras have been installed and are now operational.

Holding next blood drive March 29 starting at 3:00 pm in the Fire Barn.

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PCI Report: Report on file

Planning Commission: Next meeting Tuesday, April 17 at 7 pm. Two site plan review.

Zoning Board of Appeals: No meeting last month.

Zoning Administrator: Report on file

CORRESPONDENCE RECEIVED:

- Charter Cable: Channel lineup changes, letter on file.
- Comcast Cable: Channel lineup changes, letter on file.
- Kent County Farm Bureau – Legislative Breakfast March 16, 2018

CITIZEN'S COMMENTS: Resident voiced concern about water washing out road by his driveway. Dean replied that he will talk to the Kent Co Road Commission.

OLD BUSINESS:

- Cowan Lake Sewer Meeting March 26, 2018 – 7:00pm at the Grattan Township Hall.
- Steven Seward Property: Dean has two bids for the property cleanup. He will bring to board at next board meeting. Attempts have been made to get ahold of Seward.
- Bob Smith Property on Swem St.: Has paid the amount owed, in full.
- Township Audit will be May 11, 2018.
- Scrap Tire drop off September 15, 2018, Courtland Township Hall.

New Business:

- Revenue Sharing - \$78,339.00: Up \$834 from last year at this time.
- Flat River District paperwork filed: Annual paperwork from DNR, Dean has filled out and returned.
- Fire Department Well paperwork filed: Annual paperwork, Dean has filled out and returned.
- Shrub Bed Work – Bid: Received one bid back. Hunter Bug Lawncare, to trim bushes, remove old wood chips, install new material (weed mat & rock), install edging.

Motion to approve Hunter Bug Lawncare to do the Front Bed work in the amount of \$1,390 offered by Sowerby second by Rittersdorf approved per a roll call vote 7-0.

- Spraying of Lawn Fertilizer Bid: Discussed continuing to use Bluegrass Lawncare.

Motion to approve Bluegrass Lawncare for fertilizing & spraying of the lawn & baseball field in the amount of \$1,765 offered by Sowerby second by Parker approved per a roll call vote 7-0.

- Interior painting of Township Hall – Bids: Received 3 bids. Board discussion.

Motion to approve Sheryl Moore for the interior painting of Township Hall in the amount of \$4,100 offered by Rittersdorf second by Riker approved per a roll call vote 7-0.

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- Approval for Mole Busters

Motion to approve Mole Busters for the 2018 season in the amount of \$626.00 offered by Sowerby second by Parker approved per a roll call vote 7-0.

- Main-Tech Services Contract

Motion to approve Main-Tech Services Contract for 2018-2019 effective July 1, 2018 offered by Dean second by Sowerby approved per a roll call vote 7-0.

- PCI Contract

Motion to approve PCI Contract for April 1, 2018 thru March 31, 2019 offered by Parker second by Dean approved per a roll call vote 7-0.

- Hiring of New Assessor: Three applicants, one backed out prior, interviewed two. Board Discussion.

Motion to approve Matthew Smith for the New Assessor position (4 hrs Mon afternoon, 8 hours Tuesday, 4 hours Wed afternoon) in the amount of \$39,300 offered by Sowerby second by Rittersdorf approved per a roll call vote 7-0.

CITIZEN'S COMMENTS: None

BOARD COMMENTS: VanHouten thanked board for supporting her and Bonnie to go to the Clerk training in Mt. Pleasant last week. Excellent classes & speakers. Will be able to apply what was learned to their positions & residents.

Reminder that the Budget Hearing will be next week on March 29 at 7:30 pm.

Followed by the Annual Budget Approval meeting at 8 pm.

Dean said the final budget papers would be in board member boxes and available to the public on Monday, March 26.

Dean spoke about the Fire Convention in Indianapolis that Sam and him will be attending April 26-27. Asked the boards permission to be able to make some purchases for the Fire Dept. if they see any deals on equipment and supplies that are needed by the Fire Dept. and stay within the Fire Millage fund. Board Discussion.

Motion to approve Dean and Peterson to make purchases at the Fire Convention offered by Sowerby second by Rittersdorf approved per a roll call vote 7-0.

ADJOURNMENT: There being no further business, the meeting adjourned at 8:40 pm offered by Sowerby second by Porter approved per a voice call vote.

Linda L. VanHouten
Oakfield Township Clerk

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