

OAKFIELD TOWNSHIP BOARD OF TRUSTEES  
REGULAR MEETING  
February 12, 2019

2019-2

**CALL TO ORDER:**

A regular meeting of the Oakfield Township Board of Trustees held February 12, 2019 at 10300 14 Mile Road, Rockford, MI., was called to order at 7:00 pm.

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

**Absent:** Bryan Porter, Chad Sowerby

**APPROVAL OF MINUTES:**

Motion to approve regular meeting minutes for January 8, 2019 offered by Rittersdorf second by Riker approved per a roll call vote 5-0.

**FINANCIAL REPORTS:**

Motion to approve the report of fund balances for January 2019 as presented offered by Rittersdorf second by Riker approved per a roll call vote 5-0.

Motion to approve transfer of funds from the Capital account to the General Fund in the amount of \$6,146.23 – Roads - offered by Riker second by Parker approved per a roll call vote 5-0.

Motion to approve transfer of funds from the Fire Millage fund to the General Fund in the amount of \$4,363.26 – offered by VanHouten second by Rittersdorf approved per a roll call vote 5-0.

Motion to approve transfer of funds from the Fire Millage Fund to the Pumper Fund in the amount of \$10,000 account 340-706 offered by Parker second by Riker approved per a roll call vote 5-0.

Motion to amend the Sewer Inspection account 410-823 in the amount of \$400 offered by Rittersdorf second by VanHouten approved per a roll call vote 5-0.

Motion to amend the Deputy Treasurer Expense account 253-862 in the amount of \$100 offered by VanHouten second by Rittersdorf approved per a roll call vote 5-0.

Motion to approve General Fund Expenditures for the month of January 2019 in the amount of \$56,778.43 offered by Parker second by Riker approved per a roll call vote 5-0.

Motion to approve Scram Lake Sewer Fund Expenditures for the month of January in the amount of \$2,674.35 offered by Parker second by VanHouten approved per a roll call vote 5-0.

**COMMITTEE REPORTS:**

**Fire Department:**

- 30 Calls for the month of January
- Monthly Training – SCBA, Ladders, Pumper Operations

**PCI Report:** Report on file

**Planning Commission:** Met last month and approved an in-home daycare center for up to 12 children. Owner will need to come back in June if she wants to expand into on site warehouse.

**Zoning Board of Appeals:** Met last month to discuss a variance request. ZBA denied due to no hardship. Resident will have 21 days to appeal to Circuit Court once the minutes are approved. ZBA will meet February 26, 2019 at 7:00 pm.

**Zoning Administrator:** Report on file

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**CORRESPONDENCE RECEIVED:**

- State Representative Lynn Afendoulis: Thanked us for our support. Mentioned she will attend some of our board meetings. Is available for questions or concerns. Shared phone numbers.
- Charter Cable – 2 letters – Price increase and channel lineup changes, on file.
- State Farm Insurance: House fire on Wabasis Shores last month. Total loss. State Farm Insurance has paid the \$12,746. We will hold and reimburse the owner once they get the house demolished.

**CITIZEN'S COMMENTS:** None

**OLD BUSINESS:**

- Kent County Road Commission: Approved the 13 Mile paving project. Will be a 2 year project. The first year our cost will be \$351,643.

Motion to approve work order for 13 Mile paving offered by Rittersdorf second by Parker approved per a roll call vote 5-0.

- Marihuana Ordinance has been published.
- ZBA appointment – David Howard: Howard introduced himself and gave a brief background.

Motion to appoint David Howard to serve on the Zoning Board of Appeals offered by Rittersdorf second by Riker approved per a roll call vote 5-0.

- Fire Auxiliary Member Needed: Chief Peterson mentioned there is someone interested. He will get back with us.

**NEW BUSINESS:**

- Kent County Fire Commission Member Contract: They have a new contract put together. Board of Commissioners will approve this week. We will act on it at our next board meeting. We do need to put aside \$10,000 per year into the pumper truck fund to save for a new truck when the time comes.
- Kent County Community Action (formerly Development): Have changed the way they are doing things. Every year we have elected to put funds into the housing program in Kent County. Now they will automatically move these funds.
- Budget Workshop February 16, 2019 @ 9:00 am Township Hall.
- Budget Workshop March 2, 2019 @ 9:00 am Township Hall.
- Close the Books March 15, 2019.
- Budget Hearing for 2019-2020 Budget, March 30, 2019 @ 9:00 am Township Hall.
- Budget Approval Meeting for 2019-2020 Budget, March 30, 2019 @ 9:30 am Township Hall.
- Audit Approval: Received information from Siegfried Crandall for upcoming audit. They gave a quote of \$7,000 which is the same price as last year.

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Motion to accept Audit quote from Siegfried Crandall for the 2018-2019 Fiscal year offered by Dean second by Parker approved per a roll call vote 5-0.

**CITIZEN'S COMMENTS:** Chief Peterson thanked the board for approving the Road Commissions 13 Mile Road paving contract. He mentioned it would be a much needed improvement for an emergency route off of 57.

**BOARD COMMENTS:** Riker read a card she received in the mail addressed to the board. Resident wanted to thank VanHouten and Rausch for their commitment to conducting smooth, successful elections.

**ADJOURNMENT:** There being no further business, the meeting adjourned at 7:27 pm offered by Parker second by Riker approved per a voice call vote.

Linda L. VanHouten  
Oakfield Township Clerk