

OAKFIELD TOWNSHIP BOARD OF TRUSTEES  
REGULAR MEETING  
November 10, 2015

**CALL TO ORDER:**

A regular meeting of the Oakfield Township Board of Trustees held November 10, 2015 at 10300 14 Mile Road, Rockford, MI., was called to order at 7:30 pm.

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

**Absent:** Bryan Porter

**APPROVAL OF MINUTES:**

Motion to approve regular meeting minutes for October 13, 2015 offered by Rittersdorf second by Sowerby approved per a voice call vote 6-0.

**FINANCIAL REPORTS:**

Motion to approve the report of fund balances for October 2015 as presented offered by Sowerby second by Rittersdorf was approved per a roll call vote 6-0.

Motion to amend the budget for Cemetery Improvements (276-802) in the amount of \$45.05 offered by Rittersdorf second by Sowerby approved per a roll call vote 6-0.

Motion to amend the budget for Fire Department Maintenance and Repair (336-770) in the amount of \$4,967.80 offered by Sowerby second by Parker approved per a roll call vote 6-0.

Motion to approve General Fund expenditures for the month of October 2015 in the amount of \$53,593.15 offered by Rittersdorf second by Sowerby was approved per a roll call vote 6-0.

Motion to approve Sewer Fund expenditures for the month of October 2015 in the amount of \$351.24 offered by Parker second by Sowerby was approved per a roll call vote 6-0.

**COMMITTEE REPORTS:**

**Fire Department:**

- 22 runs
- Chief Peterson discussed the incident with the new pumper truck.
- Chief Peterson updated us on the AFG grant progress.
- Fire report on file

**PCI Report:** Report on file

**Planning Commission:** There will be a meeting on November 11, 2015 @ 7:00 PM at the Township Hall. Attorney Jim Brown will attend.

**Board of Zoning Appeals:** Met on October 21, 2015, minutes on file.

**Zoning Administrator:** Report on file

**CORRESPONDANCE RECEIVED:**

- **Kent County Senior Millage:** 2016 millage funding proposal – on file.

**CITIZEN'S COMMENTS:** (limited to 3 minutes)

Citizen question: Inquired if there would be disciplinary action taken for the incident with the new pumper truck. Chief Peterson replied that there would be.

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**OLD BUSINESS:**

- **Cusack Property:** Taking Oakfield Township to circuit court regarding removal of the mobile home on his property.
- **Birdsall Property:** Currently working on the removal of the mobile home on his property.
- **Bovee Property:** We received \$2625 from the Insurance Company. Will have contractor take down what is left.
- **Bill Board at Lincoln Lake and M-57:** Gary Johnson of Johnson Billboard wants to light both sides of the current bill board. Dean mentioned as the Zoning Administrator he will deny this since he believes it will cause safety issues. They have not filed yet. Dean will keep us posted.

**NEW BUSINESS:**

- **Diane Jones Kent County Commissioner:** Spoke about the overview of the budget process. She stated that the county has a structurally balanced budget. She presented paperwork which is on file.
- **Planning Commission:** Robin Rudden and Andrew Harter are both resigning. We will be taking applications for Planning Commission members.
- **Revenue Sharing:** Received check for \$76,799, 2% less than last year.
- **Township Board Meeting Schedule (2016):** VanHouten stated that 2 of the elections set for 2016 fall on board meeting nights. Tuesday, March 8, 2016 and Tuesday, November 8, 2016. Motion to change board meeting from Tuesday, March 8, 2016 to Thursday, March 10, 2016 offered by Dean second by Sowerby was approved per a roll call vote 6-0. Motion to change board meeting from Tuesday, November 8, 2016 to Thursday, November 10, 2016 offered by Dean second by Rittersdorf was approved per a roll call vote 6-0.
- **Township Newsletter:** VanHouten mentioned she would like information for the winter newsletter to be submitted to her by November 20<sup>th</sup>.
- **Policy and Procedure Inspection:** The assessor needs to have a Policy and Procedure for the Public Inspection and copying of Public Records adopted. On file. Motion to adopt the Policy and Procedure for the Public Inspection and copying of Public Records offered by Dean second by Sowerby approved per a roll call vote 6-0.

**CITIZENS COMMENTS:** (limited to 3 minutes)  
none

**BOARD COMMENTS:**

Dean received paperwork from the Kent County Sheriff for their 3<sup>rd</sup> Quarter report. Report on file.

**ADJOURNMENT:** There being no further business, the meeting adjourned at 8:15 PM offered by Parker second by Sowerby approved per a voice call vote 6-0.

Linda L. VanHouten  
Oakfield Township Clerk