

**OAKFIELD TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
December 13, 2016**

CALL TO ORDER:

A regular meeting of the Oakfield Township Board of Trustees held December 13, 2016 at 10300 14 Mile Road, Rockford, MI., was called to order at 7:30 PM.

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

Absent: none

APPROVAL OF MINUTES:

Motion to approve regular meeting minutes for November 10, 2016 offered by Porter second by Rittersdorf approved per a roll call vote 7-0

FINANCIAL REPORTS:

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

Motion to transfer funds from the Capital Fund to the General - Roads – \$38,772.99 Paving-Engineering, offered by Sowerby second by Porter approved per a roll call vote 7-0

Motion to amend the budget for Fire Dept. Maint & Repairs account # (336-770) in the amount of \$6,000.00 offered by Porter second by Sowerby approved per a roll call vote 7-0

Motion to amend the budget for New Pumper account # (336-998) in the amount of \$6,000.00 offered by Sowerby second by Parker approved per a roll call vote 7-0

Motion to approve General Fund expenditures for the month of November 2016 in the amount of \$100,134.26 offered by Sowerby second by Riker was approved per a roll call vote 7-0

Motion to approve Sewer Fund expenditures for the month of November 2016 in the amount of \$1,629.68 offered by Parker second by Sowerby was approved per a roll call vote 7-0

COMMITTEE REPORTS:**Fire Department:**

- 32 Runs for November
- Monthly Training: Firefighter accountability and report writing
- Old equipment donated
- One of 12 jurisdictions selected in state to be part of a pilot program evaluating new software involving EMS run forms.
- Fuel pump went out on old pumper. Repaired at Cummins in Grand Rapids.

Motion to try Double DD Equipment Repair for service work to be done on trucks for Fire Department offered by Dean second by Rittersdorf approved per a roll call vote 7-0

- Report on File

PCI Report: Report on file

Planning Commission: Met last month to approve minutes.

Motion to not have a meeting in December offered by Dean second by Porter approved per a voice vote.

Zoning Board of Appeals: No meeting

Zoning Administrator: Report on file

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CORRESPONDENCE RECEIVED:

- **Charter Cable:** 2 letters received
- **Comcast Cable:** 2 letters received

CITIZEN'S COMMENTS: none

OLD BUSINESS:

- **Dangerous Building Hearing – Rita Ashbaugh (Smith Property):** Attorney Jim Scales gave background information on the property. Owner passed away in 2014. Heir is a minor. Mobile home has been abandoned, is inhabitable or repairable. The cost to repair the property would exceed the state equalized value. PCI rep Mike Ford also spoke about the condition of the home. He also recommends the home to be demolished and removed. Continued with a discussion on what the townships obligations would be. The township would be responsible for the demolition of the building.

Motion to approve the resolution approving order of the Twp Hearing Officer for 9975 14 Mile Rd Rockford, MI offered by Dean second by Parker approved per a roll call vote 7-0.

- **David Seay Property:** Attorney Jim Scales spoke about this property as well. Mobile home on 10 Mile Rd in Rockford burnt down in February. Frame of home is still there as well as debris from interior sitting on the property. Having a hard time locating property owner. Not responding to letters or calls. Township will be cleaning up the remainder of the property and will deduct the cost to do this, as well as the cost of the attorney fees off of his insurance check we are holding in escrow.
- **Plumbing at Twp Hall:** Received a letter from Russell Plumbing and Heating describing the work they did in September on the sewer vents at the township hall. H&H was the original contractor that did the work. The township will be sending H&H a letter along with a copy of the bill since the board feels they should be responsible for the cost of repair.
- **New Zoning Map:** Dean has contacted Progressive and will be in touch with them after the first of the year. Will try to find the old zoning map on their computer so they can make corrections on it. Should have the new zoning map by the end of February.

NEW BUSINESS:

- **Clerk Training:** VanHouten outlined the annual clerk training coming up in Mt Pleasant in March. Said both her and deputy clerk, Bonnie Rausch, would like to attend the week long training.

Motion to pay to have VanHouten and Rausch attend the clerk training in March in Mt Pleasant and pay for training and accommodations offered by Sowerby second by Riker approved per a roll call vote 7-0

- **Office Hours 2017:** VanHouten presented the 2017 Oakfield Township calendar draft. Discussion on changing meeting times for Township Board meetings, Planning Commission meetings and Zoning Board of Appeals meetings to all begin at 7:00 pm. Also discussed changing the March board meeting from Tuesday, March 14 to Tuesday March 21, since VanHouten will be at the clerk training.

Motion to approve the Oakfield Township 2017 Office Calendar with corrections offered by Sowerby second by Parker approved per a voice vote.

- **16 Mile Road Engineering:** Summer 2018 start engineering on 16 Mile Rd, cost would be shared between Spencer Twp and us. Each would pay \$15,000.

Motion to approve Oakfield Township to pay our share to pave the last stretch of 16 Mile Rd, if Spencer Township goes along with it offered by Dean second by Parker offered per a roll call vote 7-0.

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- **9372 Wabasis Point Drive – Sewer Hookup:** Found out the lot will perk. Have put in an above ground drain system, so now taken care of.
- **House Bill 4209 – Medical Marijuana:** Attorney Jim Scales described the bill. Suggested Oakfield Twp review our ordinance.

Motion to have attorney review the ordinance offered by Dean second by Porter approved per a roll call vote 7-0.

- **Township Secretary:** Dean announced the township secretary has resigned. She has offered to stay until we hire a replacement. Have been advertising on the sign and will plan to interview early January.
Dean also mentioned he has had some interest from Oakfield Twp residents on the open Planning Commission spots.

CITIZENS COMMENTS: none

BOARD COMMENTS: VanHouten mentioned that she had just received an email from the county regarding payment for two of our election inspectors that helped with the state recount. The county asked that we pay them, so they don't have to set them up as employees, and then the county will reimburse us. Motion to amend the budget for Elections Salaries account #191-702 in the amount of \$580.00 offered by Dean second by Porter approved per a roll call vote 7-0.

Rittersdorf followed up on information about an upcoming agricultural meeting with Denny Heffron. He will keep us posted.

ADJOURNMENT: There being no further business, the meeting adjourned at 8:30 PM offered by Porter second by Sowerby approved per a voice call vote.

Linda L. VanHouten
Oakfield Township Clerk