

**OAKFIELD TOWNSHIP BOARD OF TRUSTEES  
REGULAR MEETING  
September 8, 2015**

**CALL TO ORDER:**

A regular meeting of the Oakfield Township Board of Trustees held September 8, 2015 at 10300 14 Mile Road, Rockford, MI., was called to order at 7:30 pm.

**Present were:** Greg Dean, Roger Mason, April Decess, Larry Parker, Bryan Porter, and Ken Rittersdorf, Chad Sowerby  
**Absent:** None

**APPROVAL OF MINUTES:**

**Motion** to approve regular meeting minutes with correction for August 11, 2015 offered by Rittersdorf second by Porter approved per a voice call vote 7-0.

**FINANCIAL REPORTS:**

**Motion** to approve the report of fund balances for August 2015 as presented offered by Sowerby second by Porter was approved per a roll call vote 7-0.

**Motion** to amend State Right of Way (acct. # 446-781) from \$6,200.00 to \$5,471.95 offered by Dean second by Parker approved per a roll call vote 7-0.

**Motion** to transfer \$11,186.05 from the Capital Fund to the General Fund (\$10,528.05 to be used towards the roads and \$658.00 for 2 fire department tablets) offered by Porter second by Rittersdorf approved per a roll call vote 7-0.

**Motion** to approve General Fund expenditures for the month of August 2015 in the amount of \$62,560.08 offered by Sowerby second by Parker was approved per a roll call vote 7-0.

**Motion** to approve Sewer Fund expenditures for the month of August 2015 in the amount of \$1,241.94 offered by Parker second by Sowerby was approved per a roll call vote 7-0.

**COMMITTEE REPORTS:**

**Fire Department:**

- 21 runs
- Fire report on file

**Motion** to accept Chief Peterson's recommendation to hire Alec Fowler onto the Oakfield Township Fire Department offered by Dean second by Mason approved per a roll call vote 7-0.

**Motion** to pay for Sam to go to Emerging Issues in Emergency Service training if it does not conflict with the other class he is looking into offered by Mason second by Porter approved per a roll call vote 7-0.

**PCI Report:** report on file

**Planning Commission:** The Planning Commission met last month and approved two site plans.

**Motion** to not hold a Planning Commission meeting next week offered by Mason second by Dean approved per a roll call vote 7-0.

**Board of Zoning Appeals:** Two meetings were held last month and both were approved.

**Zoning Administrator:** on file

**CORRESPONDANCE RECEIVED:**

- **Miss Dig:** Per a correspondence received from Miss Dig, the Scram Lake Sewer must start paying a fee to Miss Dig to be compliant. This fee will be billed once per year. The cost will be based on the footage amount; therefore, Dean will need to connect with Main Tech to gather more specifics. Supervisor Dean has been in contact with a representative at Miss Dig and will keep us posted on the specific details of how much and when the billing will be expected to start.

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Decess asked if this would cause the quarterly sewer billings to increase and Dean wasn't sure at this time. We will need to discuss this further once we know exactly what the financial obligation is going to be.

- **MTA:** Upcoming trainings; on file.

**CITIZEN'S COMMENTS:**

Two citizens' addressed the board with questions and concerns they had regarding the Bob Cusack Dangerous Building hearing held on August 19, 2015.

Jack Elliott told the board that he thought the decision made by Hearing Officer Dodd was biased in his decision making. Mr. Dean addressed his concern by indicating that all the rules of the law had been followed when appointing Mr. Dodd as the Hearing Officer for these proceedings. Mr. Elliott told the board he felt our assessor shouldn't be allowed to be the assessor of the township because he doesn't fit into the guidelines of being an assessor. Mr. Dean corrected Mr. Elliott and told him that Marla, our assessor is a female, not a male and as our assessor does meet all of the necessary requirements to be an assessor in Oakfield Township. Mr. Dean asked Mr. Elliott if he had any other relevant and factual information to be addressed at this time. More conversation took place. Mr. Dean mentioned that the matter regarding Mr. Cusack's property will be addressed at the October 13, 2015 board meeting and moved on.

Bob Cusack gave some history on his property in Oakfield Township. He mentioned he would really like the opportunity to fix it up verses having to tear it down. He indicated that he would not rent the property out. He was pleading with the board for permission to obtain a building permit to work on fixing up the property. Mr. Dean explained to him that the board does not issue building permits. Mr. Dean also explained to him that this is a matter that needs to be addressed at the October meeting as it is on the agenda for us to vote on a date for the orders presented to the board by Hearing Officer Dodd to be reviewed and voted on at such meeting. Mr. Cusack was very anxious to have a decision made at this meeting and regardless of how many times Mr. Dean tried to explain to him that this board meeting was not the time or place to discuss this matter Mr. Cusack wanted to keep asking the board to reconsider.

**OLD BUSINESS:**

- **Mr. Bernard A. Bovee - Cleanup of Fire Loss:** Dean stopped out and checked on this property and it has still not been cleaned up.  
Motion to have the attorney's draft a letter to Mr. Bovee regarding the property offered by Dean second by Sowerby approved per a voice call vote 7-0.
- **New Zoning Ordinance:** Jim Brown from Mika Meyers Beckett & Jones PLC will be at the October board meeting to address this.
- **Woodbeck Weed Control District:** Dean asked Parker if the \$160.00 was paid back to the General account from the Woodbeck account and Parker confirmed it had been taken care of.
- **Matthew Stewart Fire Loss:** We received a check from the insurance company for this. The property has been cleaned up and a check has been issued to the homeowner for the amount received.

**Birdsall and Cusack – Set Hearings for October Board Meeting:**

Motion to set the hearings for the October board meeting to review the hearing officer's orders offered by Dean second by Mason approved per a voice call vote 7-0.

- **Wabasis Creek Crossing on Podunk:** Dean gave an update on this project and indicated that it's expected to be completed by the end of the month.

**NEW BUSINESS:**

**Fire Loss:** Fire loss withholding check for the property on Crawford Lake received.

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**Township Clerk:** There was discussion about when Decess would like her last day to be as the Oakfield Township Clerk. Effective 10/14/2015 April Decess will resign as the current township clerk.  
Motion to hire Linda VanHouten as the new Oakfield Township Clerk starting 10/14/2015 offered by Porter second by Sowerby approved per a roll call vote 6-0; Decess abstained.

**Fire Dept Payroll:** Decess discussed the concerns with continuing to pay the fire fighters on a semi-annual basis. She recommended that we switch to a payroll schedule that is supported by the payroll software that is being used by the township (QuickBooks).  
Motion to start paying the fire fighters on a quarterly basis starting October 1, 2015 offered by Rittersdorf second by Sowerby approved per a roll call vote 7-0.

**Revenue Sharing:** The amount received is \$72,784, which is down by 2% from this time last year.

**Advertising for Snow Plow Bids & Cemetery Bids:**

Motion that we put a sign up on the marquee to start taking sealed bids for the 2016 cemetery lawn care and township hall snow removal for the 2015-2016 seasons offered by Dean second by Sowerby approved per a voice call vote 7-0.

**BOARD COMMENTS:**

Dean reported on the upcoming assessing audit that will be conducted in Oakfield Township. He indicated that the assessor received a letter in the mail that field workers will be out in Oakfield Township looking at various properties. The letter is on file at the Oakfield Township Hall if anyone is interested in more details regarding this.

Dean brought up to the board the need to add a couple new accounts to the budget to assist in the tracking of fire loss income that the township receives from insurance companies. We also need an account on the expense side to be used when paying out these funds to the homeowner when/if the cleanup projects are completed.

Motion to add an income account to the budget titled "Fire Loss Insurance Income" and one to the expense side titled "Fire Loss Insurance Expense" offered by Dean second by Parker approved per a roll call vote 7-0.

**CITIZENS COMMENTS:**

Mr. Cusack again asked the board to reconsider his request for a building permit. He asked the board members if they would provide him with their home phone numbers so he could discuss this matter with them on an individual basis, the board members declined. He asked if they would come and look at the property for themselves. This portion of the meeting became very aggressive and nothing was going to be resolved with this matter at this meeting. Mr. Dean reminded Mr. Cusack again that his matter will be on the agenda to be addressed at the board meeting on October 13, 2015. Mr. Cusack mentioned that he wants to be in Florida by then and he was under the impression it was on the agenda for tonight's meeting. Mr. Dean explained that the only item on the agenda for tonight regarding Mr. Cusack was voting on when to hold the meeting to discuss the order from Hearing Officer Dodd, so we could vote on that, and send out the appropriate notices at such time as advised by the township attorney's.

Mr. Dean asked if there were more citizen comments and when no one spoke Mr. Sowerby started a motion to adjourn at which time was interrupted by Mr. Elliott by starting to quote something about Act 3 of Section 2. However a motion was already on the floor therefore, Mr. Dean addressed Mr. Elliott and told him he had his time to speak and at this time there was a motion on the floor and the board intended to complete their motion.

**ADJOURNMENT:** There being no further business, the meeting adjourned at 8:40 PM offered by Sowerby second by Parker approved per a voice call vote 7-0.

April A Decess  
Oakfield Township Clerk

Approved April Decess  
10/13/2015