

OAKFIELD TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
February 8, 2022

2022-03

CALL TO ORDER:

A regular meeting of the Oakfield Township Board of Trustees held February 8, 2022 at 7:00p.m. with all board members present in Oakfield Township.

Present were: Greg Dean, Bryan Porter, Betsy Koett, Ken Rittersdorf & Sue Trainer

Absent: Chad Sowerby & Pamela Riker

APPROVAL OF MINUTES:

Motion to approve regular meeting minutes for January 11, 2022 offered by Rittersdorf second by Koett approved per a roll call vote 4-1 Porter abstained.

Motion to approve Special Board Meeting minutes for January 26, 2022 offered by Porter second by Rittersdorf approved per a roll call vote 5-0.

FINANCIAL REPORTS:

Motion to approve Treasury Report for January 2022 offered by Porter second by Rittersdorf approved per a roll call vote 5-0.

Motion to amend budget for Other Income (101-000-692.001) to \$232,450.00 from ARPA for new rescue unit offered by Koett second by Porter approved per a roll call vote 5-0.

Motion to amend General Fund to Capital Fund (101-966-995.401) to \$340,000.00 offered by Porter second by Koett approved per a roll call vote 5-0.

Motion to approve transfer from General Fund to Capital Fund in the amount of \$350,000.00 offered by Koett second by Rittersdorf approved per a roll call vote 5-0.

Motion to approve transfer of funds from Fire Millage to General Fund in the amount of \$1,511.25 for cement work offered by Porter second by Rittersdorf approved per a roll call vote 5-0.

Motion to approve transfer of funds from ARPA to General Fund in the amount of \$232,450.00 offered by Koett second by Rittersdorf approved per a roll call vote 5-0.

Motion to amend budget for Fire Millage New Equipment (101-340-977.000) to (+) \$232,450.00 offered by Porter second by Rittersdorf approved per a roll call vote 5-0.

Motion to amend budget for Township Board Legal Notices (101-101-903.000) to (+) \$3,000.00 offered by Koett second by Porter approved per a roll call vote 5-0.

Motion to amend budget for Township Board IT/Website (101-101-960.000) to (+) \$500.00 offered by Porter second by Rittersdorf approved per a roll call vote 5-0.

Motion to amend budget for Tax Administration Charter Internet (101-209-850.000) to (+) \$500.00 offered by Rittersdorf second by Porter approved per a roll call vote 5-0.

Motion to amend budget for Fire Department Miscellaneous Expense (101-336-961.000) to (+) \$1,000.00 offered by Porter second by Rittersdorf approved per a roll call vote 5-0.

Motion to amend budget for Fire Millage Building Maintenance & Repair (101-340-790.000) to (+) \$2,000.00 offered by Rittersdorf second by Porter approved per a roll call vote 5-0.

OAKFIELD TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING

2022-03

February 8, 2022

Motion to amend budget for Cemetery Utilities (101-567-920.000) to (+) \$200.00 offered by Koett second by Porter approved per a roll call vote 5-0.

Motion to amend budget for Cemetery Contracted Services (101-567-812.000) to (+) \$50.00 offered by Porter second by Koett approved per a roll call vote 5-0.

Motion to amend budget for Sewer Inspection (101-702-823.000) to (+) \$400.00 offered by Porter second by Rittersdorf approved per a roll call vote 5-0.

Motion to amend budget for Zoning Department Legal Notices (101-702-903.000) to \$1,000.00 offered by Rittersdorf second by Koett approved per a roll call vote 5-0.

Motion to amend budget for Zoning Department Reimbursed Professional Fees (101-702-964.000) to \$2,500.00 offered by Koett second by Porter approved per a roll call vote 5-0.

Motion to approve General Fund expenditures for the month of January 2022 in the amount of \$32,147.88 offered by Koett second by Dean approved per a roll call vote 5-0.

Motion to approve Scram Lake expenditures for the month of January 2022 in the amount of \$2,454.04 offered by Koett second by Porter approved per a roll call vote 5-0.

COMMITTEE REPORTS:

Fire Department:

- February had 24 calls-18 medical, 2 P.D. accident, 2 structural fire, 1 C.O alarm, & 1 odor investigation. Fire Chief returned from medical leave and thanked everyone for their support.
- Monthly Training-NFPA 291, New state requirements for Firefighters. Have to have continuing education every couple of years to keep their certification.
- **From the Deputy Chief-**All the trucks have been in for their annual service. Engine 22 received a new signal stat switch, heater cable and fuel gauge sending unit. Engine 21 received new brakes on the rear axle. New rescue truck arrived on February 7, 2022. Need to have it taken in to be serviced so a new license plate will be ordered for it.

PCI Report: 2 building permits, 8 electrical, 10 mechanical & 1 plumbing. Total charges \$2,767.00, total due \$2,490.30, total evaluation of projects \$60,000.00.

Planning Commission:

- No meeting last month and no meeting next month.

Motion to approve cancelling next months meeting offered by Dean second by Porter approved per a roll call vote 5-0.

Zoning Board of Appeals:

- Automation Ideas-Granted their variance to add on to their building. Approval of Minutes at February 15, 2022 meeting.

Zoning Administration:

- Nothing until Kurt from PCI has time to write some more tickets.

CORRESPONDENCE Received:

REGULAR MEETING

February 8, 2022

- Exxel Engineering-Prein & Newhof Engineering-New road for new development near Angel Lake. They are all set they just have to come in and get a private road permit in the Spring to start construction of it.

CORRESPONDENCE Sent:

- None

CITIZENS COMMENTS:

- None

OLD BUSINESS:

- American Rescue Plan Funds-Secretary gave Supervisor an article that states that we can use those funds for Capital Improvements so we were okay to buy the new fire truck.
- Charter Township Notice was published.

NEW BUSINESS:

- Oakfield Dam-Normally budget \$500.00 for the dam. This year it will be \$7,500.00 because the dams that blew out over by Midland, EGLE has redone their whole dam safety program so now they need to build a couple of dikes and drive some more sheet piling. Consequently due to the program called Township at Large the project is estimated at \$50,000.00 our portion is 15% or \$7,500.00. Hoping to get some Federal Funds out of the ARPA money. If they can then there won't be any cost.
- ARPA Funds-We received another \$1,348.18 that the State dispersed.
- Kent County Community Action-Use to be Kent County Community Development. Supervisor got a letter asking what project we want to spend our funds on. We don't have one so we still stay in the program and the money gets rolled back to the County and they will decide what to spend the money on.
- Microsoft 365 Subscription-\$2,020.00-Annual charge- \$1,170.00. Deputy Treasurer explained that everyone is on Microsoft 2010 but the Fire Chief so we have to upgrade because 2010 will no longer be supported. Our IT support will come in next week to set up 7 of our computers.

Motion to approve the purchase of the Microsoft 365 upgrade for \$2,020.00 to be taken out of Township Board New Equipment offered by Dean second by Rittersdorf approved per a roll call vote 5-0.

- Approval of Property Insurance Renewal amount-Renewal rate went down to \$8,471.00 from \$10,457.00. Not going to purchase Cyber Insurance.

Motion to approve renewal of property insurance in the amount of \$8,471.00 offered by Dean second by Koett approved per a roll call vote 5-0.

- New Copier-Clerk mentioned putting money into next year's budget to purchase a new copier. Supervisor did put money it but doesn't want to purchase a new until the existing one dies.
- Horton Cemetery-Map we have of cemetery isn't accurate because of that the cemetery was closed years ago for any new burials. Relatives of the Horton Family wanted to purchase lots for cremation burials so they could be buried by relatives. Clerk got with Sexton and investigated cemetery space for possible open lots and sold the family the lots. A new map can't be made up so no additional lots should be sold in the future.

OAKFIELD TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING

2022-03

February 8, 2022

Motion to officially close the Horton Cemetery offered by Dean second by Rittersdorf approved per a roll call vote 4-1 Koett voted no.

- Budget Workshop-February 15, 2022 @ 7:00 p.m.
- Budget Hearing-March 31, 2022 @ 7:00 p.m.
- Budget Approval Meeting-March 31, 2022 @ 7:15 p.m.

CITIZENS COMMENTS: None

BOARD COMMENTS:

- Treasurer requested to approve additional money to pay the Deputy Fire Chief for the 5 week time period that he filled in for the Fire Chief while he was on medical leave.

Motion to approve paying the Deputy Fire Chief \$500.00 for filling in for the Fire Chief offered by Koett second by Porter approved per a roll call vote 5-0.

Motion to approve to amend account #101-336-703 for \$500.00 offered by Dean second by Koett approved per a roll call vote 5-0.

ADJOURNMENT: There being no further business, the meeting adjourned at 7:53 pm offered by Porter second by Rittersdorf approved per a voice vote 5-0.

Susan Trainer
Oakfield Township Clerk

3/8/2022

Approved
Sue Jeanin