

OAKFIELD TOWNSHIP BOARD OF TRUSTEES  
REGULAR MEETING  
March 8, 2022

2022-06

**CALL TO ORDER:**

A regular meeting of the Oakfield Township Board of Trustees held March 8, 2022 at 7:01p.m.with all board members present in Oakfield Township.

**Present were:** Greg Dean, Bryan Porter, Betsy Koett, Ken Rittersdorf, Chad Sowerby, Pamela Riker & Sue Trainer

**Absent:** None

**APPROVAL OF MINUTES:**

Motion to approve regular meeting minutes for February 8, 2022 offered by Rittersdorf second by Porter approved per a roll call vote 5-2 Riker & Sowerby abstained.

Motion to approve Special Board Meeting minutes for February 15, 2022 offered by Koett second by Porter approved per a voice vote 7-0.

Motion to approve Election Commission Meeting minutes for February 23, 2022 offered by Koett second by Dean approved per a roll call vote 3-0.

**FINANCIAL REPORTS:**

Motion to approve Treasury Report for February 2022 offered by Sowerby second by Porter approved per a roll call vote 7-0.

Motion to approve transfer of funds from Fire Millage to General Fund in the amount of \$2,089.04 offered by Sowerby second by Riker approved per a roll call vote 7-0.

Motion to amend budget for Election Supplies (101-262-727.000) to (+) \$53.61 offered by Koett second by Rittersdorf approved per a roll call vote 7-0.

Motion to amend budget for Cemetery Lot Sales (101-567-995.209) to (+) \$600.00 offered by Koett second by Sowerby approved per a roll call vote 7-0.

Motion to amend budget for Fire Department Medical Insurance (101-336-712.000) to (+) \$1,140.84 offered by Porter second by Sowerby approved per a roll call vote 7-0.

Motion to amend budget for Township Board Legal Notices (101-101-903.000) to (+) \$35.40 offered by Sowerby second by Rittersdorf approved per a roll call vote 7-0.

Motion to amend budget for Fire Millage Taxes (101-966-955.206) to (+) \$7,840.43 offered by Porter second by Sowerby approved per a roll call vote 7-0.

Motion to approve General Fund expenditures for the month of February 2022 in the amount of \$52,211.59 offered by Porter second by Sowerby approved per a roll call vote 7-0.

Motion to approve Scram Lake expenditures for the month of February 2022 in the amount of \$1,328.79 offered by Koett second by Riker approved per a roll call vote 7-0.

**COMMITTEE REPORTS:**

**Fire Department:**

- February had 30 calls-20 medical, 2 P.I. accidents, 4 P.D. accident, 2 structural fire, 1 C.O alarm, & 1 assist public. The assist to public wound up being a billing to the citizen because it involved shutting down a road because the citizen drove their loaded horse trailer off the side of their driveway.

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- Monthly Training-Extrication tools and air packs.

**PCI Report:** 7 building permits, 5 electrical, 15 mechanical & 1 plumbing. Total charges \$4,943.00, total due \$4,448.70, total evaluation of projects \$388,500.00.

**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 voice vote 7-0.

**Zoning Board of Appeals:**

- Meeting for approval of January meeting minutes.

**Zoning Administration:**

- Kurt coming up first or second of April to write some more tickets.

**CORRESPONDENCE Received:**

- Point Broadband-Dean got a map from them on where they stand in the Township and it's pretty bleak. Haven't done much and don't plan on doing much.

**CORRESPONDENCE Sent:**

- None

**CITIZENS COMMENTS:**

- None

**OLD BUSINESS:**

- Oakfield Dam-Dean talked with Mr.Scott he is in agreement that their shouldn't be any problem. Not sure yet if the Drain Commission has found any money yet to help with funding the project. If he doesn't then we are going to owe some money for the repairs and we are going to have to redo the district.
- Close the books-March 17, 2022.
- Proposed budget will be available to the public -March 24, 2022.
- Notice of Public Hearing for the proposed budget has been published in the Greenville paper.

**NEW BUSINESS:**

- Kent Conservation District-2 of the representatives came to tell us about the programs they offer. Also, they are having their Annual Meeting & Showcase on March 24, 2022 and they invited everyone to attend. They talked about one of the programs they offer on Invasive Species. Also talked about Natural Rivers Act.
- 2021 Natural River District Filing has been sent to the state-done for another year.
- The Oakfield Township Board of Review will meet March 14-15, 2022.
- Assessing Services Contract to be approved-Same contract as last year except for pay. There are 3,286 parcels@ \$13.50/parcel comes to \$44,361.00/year plus the \$1,000 from the Township to handle the assessment roll for a total of \$45,361.00.

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Motion to approve the adoption of Assessing Services Contract offered by Dean second by Koett approved per a roll call vote 7-0.

- Venman's proposal for Grave Openings for 2022-2023-gone up 8% plus additional gas fees for prices over \$4.00/gallon. Board did not approve gas fee portion but will address it at a later date if appropriate.

Motion to approve adoption of contract offered by Trainer second by Sowerby approved per a roll call vote 7-0.

- Revenue Sharing was \$102,071.00. Budgeted for \$450,000.00 last year and we took in \$594,618.00 so this year we are going to budget for \$500,000.00
- Fire Chief explained in more detail about why the citizen got billed for our trucks to go out and block the road because the person's horse trailer went off the driveway. Not deemed an emergency call so she was billed \$211.00, half of what it could have been. However, she wasn't happy about getting the bill. She was told she could bring it to the Board to protest it.
- Budget items-Dean explained a couple of changes that he made. Last year budgeted \$105,000 for Fire Millage, we took in just over \$114,000 so this year it will increase to \$113,000. Revenue Sharing is going to \$500,000. Other income \$29,100 is ARPA funds, \$12,000 is for Air Purification System and \$17,100 is for Fire Department new gear. Cemetery Improvements \$6,625, \$4,625 is insurance payback for the accident at Oakfield Cemetery, Fire Department Fuel increasing from \$4,000 to \$8,000 Fire Department New Equipment will \$48,800.
- Fire Department Fireman Salary paid \$15.25/hour need to increase to cover their gas. Dean suggested increasing to \$19.00/hour. Sowerby suggested to increase to \$20.00/hour.

Motion to approve increasing the Firefighters wages to \$20.00/hour offered by Sowerby second by Koett approved per a roll call vote 7-0.

- One last budget change is Transfers to Fire Millage Savings will be \$112,840.43.

**CITIZENS COMMENTS:** None

**BOARD COMMENTS:**

- Rebecka Merren and Meredith Harter were present at the meeting because they wanted to join the Fire Auxiliary.

Motion to approve Rebecka and Meredith joining the Fire Auxiliary offered by Trainer second by Sowerby approved per a roll call vote 7-0.

- Siegfried Crandall Audit Contract-Audit amount is estimated at \$7,100.00. Dean had \$9,000.00 budgeted for audit.

Motion to approve audit contract offered by Trainer second by Koett approved per a roll call vote 7-0.

- Pitney Bowes lease is up for renewal. We have to purchase a new machine because ours is obsolete. Our new lease agreement amount will be \$75.99 which is down from last year.

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Motion to approve to renewing our lease agreement offered by Trainer second by Sowerby approved per a roll call vote 7-0.

- Final Budget meeting will be March 31, 2022.

**ADJOURNMENT:** There being no further business, the meeting adjourned at 8:01 pm offered by Dean second by Sowerby approved per a voice vote 7-0.

Susan Trainer  
Oakfield Township Clerk

4/12/2022

Approved  
Sue Janin