

OAKFIELD TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
June 13, 2023

2023-10

CALL TO ORDER:

A regular meeting of the Oakfield Township Board of Trustees held June 13, 2023, at 10300 14 Mile Road, Rockford, MI., was called to order at 6:30 PM

Present: Greg Dean, Betsy Koett, Pamela Riker, Ken Rittersdorf, Chad Sowerby, Sue Trainer

Absent: Bryan Porter

APPROVAL OF MINUTES:

Motion to approve regular meeting minutes for May 9, 2023, offered by Riker, second by Koett, approved per a roll call vote 5 Yes, 1 Abstained.

FINANCIAL REPORTS:

Motion to approve Treasurer's Report for May 2023 offered by Sowerby, second by Rittersdorf, approved per a roll call vote 6-0.

Motion to amend budget by transferring \$833.96 from Fire Millage to General Fund, offered by Koett, second by Riker, approved per roll call vote 6-0.

Motion to amend budget by transferring \$3,414.00 out of Cemetery to General Fund, offered by Sowerby, second by Riker, approved per roll call vote 6-0.

Motion to approve General Fund Expenditures for the month of May 2023 in the amount of \$69,771.81 offered by Koett, second by Sowerby, approved per a roll call vote 6-0.

Motion to approve Scram Lake Expenditures for the month of May 2023 in the amount of \$10,905.91 offered by Koett, second by Riker, approved per a roll call vote 6-0.

COMMITTEE REPORTS:

Fire Department:

- May calls: 22 medical, 2 P.I accidents, 2 P.D. accidents, 2 structure fires, 1 fire alarm, 3 grass fires, 2 illegal burning
- Monthly training – ISO drill and out barn cleaning

From the Chief:

- May ISO audit went very well. Results will be reported when they arrive.

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PCI Report:

11 building permits, 9 electrical permits, 6 mechanical permits, 5 plumbing permits.
Total charges \$9,158.00, Total due \$8,242.20, Total evaluation of projects \$1,271,374.00.

Planning Commission:

- No meeting in May or June

Zoning Board of Appeals:

- Approval of Minutes for May meeting will be at next meeting on June 20, 2023

Zoning Administrator:

- 8 tickets written, will be going to court

CORRESPONDENCE RECEIVED:

- Kent County Road Commission – Dust layer ineffective due to lack of rain, no future applications until sufficient rain
- Kent County Road Commission – Tom Byle Retirement Celebration June 26, 2023
- Twin Creek Association – approved driveway expansion and turnaround
- Kent County Drain Commission – Circuit Court to establish lake levels on big Ziegenfuss Lake
- Spencer Township – New Master Plan available for review

CORRESPONDENCE SENT:

None

CITIZEN'S COMMENTS:

- Hon. Jeffrey J. O'Hara, Chief Judge, 63rd District Court, Kent County introduced himself and explained Treatment Court and its process.

OLD BUSINESS:

- Mold inspection results are within acceptable levels. Will re-test in the Fall.
- New copier was installed 6/14/23
- L-4029 went to the County

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NEW BUSINESS:

- Daily News Subscription

Motion to renew the online Greenville Daily News subscription for 12 months at the cost of \$97.20 offered by Sowerby, second by Riker, approved per a roll call vote 6-0.

- Notice of Termination

Motion to approve a policy requiring the Notice of Termination form be given and a copy placed on file when any employee is terminated from employment at Oakfield Township offered by Trainer, second by Rittersdorf, approved per a voice vote 6-0.

- Leave of Absence Request Form

Motion to approve a policy requiring the Leave of Absence form (revised to remove social security number) to be completed requesting approval and placed on file when any Oakfield Township employee is requesting a leave of absence offered by Trainer, second by Riker, approved per a voice vote 6-0.

- Hazard Mitigation Plan Resolution 2023-06

Motion to adopt a resolution adopting the Kent County Hazard Mitigation Plan offered by Dean, second by Riker, approved per a roll call vote 6-0.

- Curtis Holtrop property on Scram Lake – application to split denied by assessor, the property will remain as one parcel
- Work Updates on Oakfield Township Master Plan
- Board of Review member

Motion to appoint Courtney Dekraker to Board of Review offered by Dean, second by Sowerby, approved per a roll call vote 6-0.

- Board member serving on Planning Commission

Ken Rittersdorf volunteered to be the Board member serving on the Planning Commission.

CITIZENS COMMENTS:

None.

BOARD COMMENTS:

None.

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ADJOURNMENT:

Motion to adjourn offered by Sowerby, second by Riker, approved per a voice call vote. 6-0.
There being no further business, the meeting adjourned at 7:14 PM.

Sue Trainer
Oakfield Township Clerk