

OAKFIELD TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
April 9, 2024

2024-7

CALL TO ORDER:

A regular meeting of the Oakfield Township Board of Trustees held April 9, 2024, at 10300 14 Mile Road, Rockford, MI., was called to order at 6:30 P.M.

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

Absent: None

APPROVAL OF MINUTES:

Motion to approve regular meeting minutes for March 12, 2024, offered by Rittersdorf, second by Sowerby, approved per a roll call vote 7-0.

Motion to approve budget hearing meeting minutes for March 28 , 2024, offered by Sowerby, second by Koett, approved per a roll call vote 7-0.

Motion to approve budget approval meeting minutes for March 28, 2024 offered by Porter, second by Riker, approved per a roll call vote 7-0.

FINANCIAL REPORTS:

Motion to approve Treasurer Report for March, 2024 offered by Sowerby, second by Trainer, approved per a roll call vote 7-0.

Motion to transfer funds from Fire Millage to General Fund for wages in the amount of \$7,114.50 offered by Koett, second by Sowerby, approved per roll call vote 7-0.

Motion to transfer funds from Fire Millage to Pumper Fund in the amount of \$20,000.00 offered by Porter, second by Trainer, approved per roll call vote 7-0.

Motion to transfer funds from Capital Fund to General Fund in the amount of \$8,000.00 for new carpet offered by Riker, second by Koett, approved per roll call vote 7-0.

Motion to tranfer funds from Capital Fund to General Fund in the amount of \$2,800.00 for shelter house roof offered by Sowerby, second by Riker, approved per roll call vote 7-0.

Motion to transfer funds from Capital Fund to General Fund in the amount of \$240.00 for master plan work offered by Koett, second by Riker, approved per roll call vote 7-0.

Motion to transfer funds from Cemetery Fund to General Fund in the amount of \$700.00 for brush and limb removal offered by Sowerby, second by Riker, approved per roll call vote 7-0.

Motion to approve General Fund Expenditures for the month of March, 2024 in the amount of \$77,664.06 offered by Koett, second by Sowerby, approved per a roll call vote 7-0.

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Motion to approve Scram Lake Expenditures for the month of March, 2024 in the amount of \$2,157.49 offered by Sowerby, second by Riker, approved per a roll call vote 7-0.

COMMITTEE REPORTS:

Fire Department:

- March calls: 23 medical, 1 P.I. accident, 5 P.D. accidents, 1 C.O. alarm, 1 grass fire, 1 odor investigation, 1 Spencer assist, 1 Courtland assist
- Monthly Training - Brush truck skid unit changeover and operation

From the Chief:

- Brush truck is now operational with new skid unit installed
- Medic 10 is back from body shop after repairs from deer accident

PCI Report:

- Permits issued: 8 building, 6 electrical, 8 mechanical, 5 plumbing
- Total charges \$8,319; total due \$7,847.10; total evaluation of projects \$1,174,364.00

Planning Commission:

- No meeting until June due to Master Plan work

Zoning Board of Appeals:

- No meeting

Zoning Administrator:

- Several tickets being delivered this week

CORRESPONDENCE RECEIVED:

- Kent County Register of Deeds - new program to combat fraud
- Kent County Animal Shelter – new dog microchip scanning station at North Substation

CITIZENS COMMENTS:

None

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OLD BUSINESS:

- Master Plan work is underway – postcard and survey are being sent out
- Public Act 233 – statewide petition being circulated to place issue on the 8/6/24 ballot
- Fire Millage renewal has been sent to the County, will be on the August 6, 2024 ballot
- Justin Slanger requested court case be transferred from Small Claims to Circuit Court

Motion to reject the \$750.00 settlement offer and continue with the case as recommended by the township attorney offered by Trainer, second by Rittersdorf, approved per roll call vote 7-0.

NEW BUSINESS:

- Professional Code Inspectors Contract – same as last year

Motion to approve the renewal of the PCI contract offered by Trainer, second by Porter, approved per roll call vote 7-0.

- Zoning Enforcement Contract – same as last year

Motion to renew the zoning enforcement contract offered by Porter, second by Riker, approved per roll call vote 7-0.

- MSM Assessing Services Contract

Motion to renew the MSM Assessing Services contract in the amount of \$51,897.00 offered by Sowerby, second by Rittersdorf, approved per roll call vote 7-0.

- Treasurer Conference

Motion to authorize Koett to attend Michigan Municipal Treasurer Association training from April 21 through April 26, 2024 offered by Dean, second by Trainer, approved per roll call vote 6-0, Koett abstained.

- Clerk Conference

Trainer withdrew her request to attend an upcoming clerk conference due to time conflicts

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- Kent County Road Commission – Local Roads

The county road maintenance supervisor recommends that several township-funded roads be repaired or those roads will become beyond repair. Kent County will match township funds for these projects, which will be considered at the May 14 board meeting.

- Bryan Porter Board Trustee Resignation

Porter has submitted his board trustee resignation, which is effective May 1, 2024

- Board Trustee Appointment – Dave Howard

Motion to appoint Dave Howard to the office of township board trustee effective May 1, 2024 offered by Dean, second by Koett, approved roll call vote 6-0, Porter abstained.

Howard intends to run for the office of township trustee in the August 6, 2024 primary election.

- Hall Vacuum Cleaner

Motion to purchase a new vacuum for the township hall at a cost not to exceed \$500.00 offered by Dean, second by Sowerby, approved per roll call vote 7-0.

CITIZENS COMMENTS:

- Wayne Kalpien, Citizens for Local Choice representative, informed the board that he is circulating a petition regarding PA 233.

BOARD COMMENTS:

- Trainer recognized Dean for the numerous hours of time he put into putting together the annual budget.
- Having no fire auxiliary, Rittersdorf encouraged the board to take on the responsibility of recognizing fire fighters for their service.
- The board thanked Porter for his 13 years of service on the board.

ADJOURNMENT: There being no further business, the meeting adjourned at 7:03 PM offered by Sowerby, second by Trainer, approved per a voice call vote.

Sue Trainer
Oakfield Township Clerk