

OAKFIELD TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
December 12, 2023

2023-16

CALL TO ORDER:

A regular meeting of the Oakfield Township Board of Trustees held December 12, 2023, 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, Sue Trainer

Absent: Chad Sowerby

APPROVAL OF MINUTES:

Motion to approve regular meeting minutes for November 14, 2023, offered by Rittersdorf, second by Riker, approved per a roll call vote 6-0.

FINANCIAL REPORTS:

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

Motion to approve the transfer of funds Capital Fund to the General Fund in the amount of \$67,055.29 for roads, offered by Koett, second by Rittersdorf, approved per roll call vote 6-0.

Motion to approve the transfer of funds Fire Millage to General Fund in the amount of \$12,611.94 for fire assessment offered by Porter, second by Koett, approved per roll call vote 6-0.

Motion to approve the transfer of funds Fire Millage Fund to Pumper Fund (yearly transfer) in the amount of \$10,000.00 offered by Koett, second by Riker, approved per roll call vote 6-0.

Motion to approve the transfer of funds Fire Auxiliary Fund to General Fund in the amount of \$5,751.39 (all funds) for trailer for Polaris, offered by Porter, second by Rittersdorf, approved per roll call vote 6-0.

Motion to amend budget (101-101-960-000) IT and website in the amount of (+)\$1,000.00, offered by Rittersdorf, second by Trainer, approved per roll call vote 6-0.

Motion to amend budget (101-336-956.001) Fire Chief Expense in the amount of (+) \$1,000.00, offered by Porter, second by Riker, approved per roll call vote 6-0.

Motion to amend budget (101-567-827.000) Sexton Fees (+) \$2,200.00 offered by Koett, second by Riker, approved per roll call vote 6-0.

Motion to approve General Fund Expenditures for the month of November, 2023 in the amount of \$123,021.46 offered by Koett, second by Rittersdorf, approved per a roll call vote 6-0.

Motion to approve Scram Lake Expenditures for the month of November, 2023 in the amount of \$1,569.82 offered by Porter, second by Koett, approved per a roll call vote 6-0.

COMMITTEE REPORTS:

Fire Department:

- November calls: 11 medical, 1 P.I. accident, 2 P.D. accidents, 1 wires call, 2 odor investigations, 1 Spencer assist, 1 Grattan assist
- Monthly training: fire ground operations

From the Chief:

- New UTV has arrived

PCI Report:

- Permits issued: 4 building, 4 electrical, 6 mechanical, 1 plumbing
- Total charges \$2,110.00, total due \$1,899.00, total evaluation of projects \$87,300.00

Planning Commission:

- Meeting December 19, 2023 – Master Plan work

Zoning Board of Appeals:

- No meeting

Zoning Administrator:

- Waiting for court processing

CORRESPONDENCE RECEIVED:

- Mika Meyers – Wind & Solar – Public Act 233 – township ordinance must mirror State
- Charter Cable – Grant accepted

CORRESPONDENCE SENT:

- Justin Slinger – Golf cart fire on township hall driveway
- Jerry Pitcher – Private road

CITIZENS COMMENTS:

None

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OLD BUSINESS:

- Heaters in fire station are installed
- Cameras have been installed on voter drop box

NEW BUSINESS:

- Trailer Purchase for Polaris UTV

Motion to purchase trailer in the amount of \$8,000.00 from USA Trailer Sales, Edmore, Michigan offered by Porter, second by Rittersdorf, approved roll call vote 5-1.

- Holiday Hours for 2024

Motion to approve holiday hours for the 2024 calendar year offered by Trainer, second by Riker, approved roll call vote 6-0.

- Election Worker Wages

Motion to set election worker salary at \$15.00 per hour for all future elections and early voting offered by Koett, second by Porter, approved roll call vote 6-0.

- Election Information Update
 - 2024 Presidential Primary will be February 27
 - Clerks required to keep absent voter application list and absent voter automatic ballot list, and to send a separate notice to voters on each list (forms for 2024 Presidential Primary not yet approved by State Bureau of Elections)
 - Office must be open for 8 hours per day for 9 consecutive days prior to State and Federal elections, with a minimum of 3 election workers present
 - Clerks required to send a notice detailing 9 days of early voting to each household in the township
 - Last day of early voting is Sunday, February 25, no voting allowed on the Monday before the election
 - Clerk offices required to be open 3 consecutive days after the election for voters to sign any absentee ballots turned in with no signature

- Board of Review – December 12, 2023 at 10:00 AM

CITIZENS COMMENTS:

None

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BOARD COMMENTS:

- Dean – seeking Board input on spending the remaining \$26,073.25 ARPA funds

ADJOURNMENT:

There being no further business, motion to adjourn the meeting at 7:06 PM offered by Koett, second by Trainer, approved per a voice vote.

Sue Trainer
Oakfield Township Clerk