

OAKFIELD TOWNSHIP BOARD OF TRUSTEES  
REGULAR MEETING  
October 10, 2023

2023-14

**CALL TO ORDER:**

A regular meeting of the Oakfield Township Board of Trustees held October 10, 2023, at 10300 14 Mile Road, Rockford, MI., was called to order at 6:30 PM.

**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 September 12, 2023, offered by Riker, second by Rittersdorf, approved per a roll call vote 7-0.

**FINANCIAL REPORTS:**

Motion to approve Treasurers Report for September, 2023 offered by Sowerby, second by Riker, approved per a roll call vote 7-0.

Motion to approve the transfer of funds Fire Millage to General Fund in the amount of \$5,229.50 for wages offered by Koett, second by Riker, approved per roll call vote 7-0.

Motion to approve the transfer of funds Fire Millage to General Fund in the amount of \$5,000.00 for driveway offered by Porter, second by Sowerby, approved per roll call vote 7-0.

Motion to approve the transfer of funds ARPA Fund to General Fund in the amount of \$17,231.78 for Scram Lake sand filter offered by Sowerby, second by Rittersdorf, approved per roll call vote 6-1.

Motion to approve the transfer of funds ARPA Fund to General Fund in the amount of \$67,307.27 for road paving offered by Sowerby, second by Koett, approved per roll call vote 7-0.

Motion to amend account Fire Chief Expense 101-336-956.001 + \$800.00 offered by Sowerby, second by Porter, approved per a roll call vote 7-0.

Motion to approve General Fund Expenditures for the month of September, 2023 in the amount of \$125,099.43 offered by Koett, second by Porter, approved per a roll call vote 7-0.

Motion to approve Scram Lake Expenditures for the month of September, 2023 in the amount of \$19,540.10 offered by Porter, second by Riker, approved per a roll call vote 7-0.

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**COMMITTEE REPORTS:**

**Fire Department:**

- September calls: 21 medical, 4 P.D. accidents, 1 wires call, 1 illegal burning, 1 vehicle fire, 1 Spencer assist
- Monthly training – patient assessment, Lucas, and AED

**From the Chief:**

- ISO audit results are in. Oakfield Township Fire Department now has an ISO rating of 5.

**PCI Report:**

- 6 building permits, 13 electrical permits, 8 mechanical permits.
- Total charges \$4,016, total due \$3,614.40, total evaluation of projects \$168,723.00.

**Planning Commission:**

- Meeting 10-17-23 – Master Plan work

**Zoning Board of Appeals:**

- No meeting

**Zoning Administrator:**

- More tickets have been written
- Waiting for court to schedule

**CORRESPONDENCE RECEIVED:**

- Cannon Township – Master Plan Update

**CITIZENS COMMENTS:**

None

**OLD BUSINESS:**

- Voter ballot drop box slab poured, box installation to occur soon
- Morgan Mills Bridge No. 9 work has started
- Mi. Right of Way Funds – make up funds have been received
- ARPA Funds must be spent or obligated by December 31, 2023
- Scram Lake sand filter construction was completed under budget

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**NEW BUSINESS:**

- Township audit report was received, the Township is in compliance
- South side of old Township Hall (museum) roof

Motion to reroof the south side of the old Township Hall roof offered by Sowerby, second by Riker, approved by voice vote.

Motion to accept the \$6,600.00 quote from Rawson's Roofing to reroof the south side of the old Township Hall offered by Sowerby, second by Trainer, approved per a roll call vote 7-0.

- Snow Plowing Bids

Motion to accept the bid from O'Dowd Lawncare & Snowplowing offered by Sowerby, second by Koett, approved roll call vote 7-0.

- Cemetery Mowing Bids

Motion to accept the \$13,702.83 bid from O'Dowd Lawncare & Snowplowing for mowing of the cemeteries offered by Koett, second by Rittersdorf, approved per roll call vote 7-0.

- Letter to Fire Chief

Fire Chief Peterson gave an update on progress toward completion of the tasks outlined in the letter given to him by Dean.

**CITIZENS COMMENTS:**

None

**BOARD COMMENTS:**

Dean asked for Board input on whether to use ARPA funds to build an enclosure over the sidewalk from the parking lot to the Township Hall main entrance.

**ADJOURNMENT:** There being no further business, the meeting adjourned at 7:26 PM, offered by Sowerby, second by Trainer, approved per a voice call vote.

Sue Trainer  
Oakfield Township Clerk