

OAKFIELD TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
January 9, 2024

2024-1

CALL TO ORDER:

A regular meeting of the Oakfield Township Board of Trustees held January 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 December 12, 2023, offered by Rittersdorf, second by Riker, approved per a roll call vote 6-0-1, *Sowerby abstained – corrected 2/13/24*.

FINANCIAL REPORTS:

Motion to approve Treasurer's Report for December, 2023 offered by Porter, second by Trainer, approved per a roll call vote 7-0.

Motion to approve the transfer of funds Capital Fund to the General Fund in the amount of \$118.25 for roads, offered by Sowerby, second by Porter, approved per roll call vote 7-0.

Motion to approve the transfer of funds Fire Millage to General Fund in the amount of \$6,395.00 for Fire Department heaters offered by Koett, second by Porter, approved per roll call vote 7-0.

Motion to approve the transfer of funds Fire Millage to General Fund in the amount of \$1,999.07 for trailer offered by Sowerby, second by Riker, approved per roll call vote 6-1.

Motion to approve the transfer of funds Fire Millage to General Fund in the amount of \$6,276.50 for Fire Department wages, offered by Koett, second by Riker, approved per roll call vote 7-0.

Motion to amend budget (101-262-977.000) New Equipment - Elections in the amount of (+) \$3,000.00, offered by Porter, second by Sowerby, approved per roll call vote 7-0.

Motion to approve General Fund Expenditures for the month of December, 2023 in the amount of \$57,723.60 offered by Koett, second by Sowerby, approved per a roll call vote 7-0.

Motion to approve Scram Lake Expenditures for the month of December, 2023 in the amount of \$1,820.56 offered by Sowerby, second by Riker, approved per a roll call vote 7-0.

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COMMITTEE REPORTS:

Fire Department:

- December calls: 26 medical, 2 P.I. accidents, 1 structure fire, 1 illegal burning, 1 odor investigation
- Monthly training: KCEMS Protocol Update

From the Chief:

- The year ended with 383 calls for service, an increase of 4.6% over 2022 and a decrease of 10.9% under 2021.
- The UTV trailer has been assembled and is ready for service

PCI Report:

- Permits issued: 6 building, 4 electrical, 12 mechanical, 2 plumbing
- Total charges \$7,717.00, total due \$6,495.30, total evaluation of projects \$1,139,176.00
- Yearly Report: The number of building permits was down

Planning Commission:

- Hearings – Special Use Woodworking – 12531 Podunk Ave and 9953 10 Mile

Zoning Board of Appeals:

- No meeting

Zoning Administrator:

- Tickets were re-issued for those that lapsed due to Court scheduling issues

CORRESPONDENCE RECEIVED:

- Kent County – Adding a District Court Judge

CORRESPONDENCE SENT:

CITIZENS COMMENTS:

None

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OLD BUSINESS:

- Master Plan work – a company is scheduled for interview to handle completion
- Master Plan Notice of Intent

Motion to send notices to adjacent townships offered by Riker, second by Trainer, approved per roll call vote 7-0

- Justin Slanger – filed in Small Claims Court for driveway damage
- Trailer for Polaris is ready for service
- Election Update

The three forms required by State law have been mailed.

Ballots are beginning to be sent out for the Presidential Primary and proposals.

Kent County Clerk's Association held a 4-hour meeting on 1-4-24 to go over compliance with the Early Voting requirement of Proposal 2.

NEW BUSINESS:

- New Housing Readiness Incentive Grant Program

Motion to pass on the grant application opportunity offered by Dean, second by Koett, approved per roll call vote 7-0.

- Harvard Road will be reworked from 14 Mile Road to 16 Mile Road
- New Computer for Treasurer's Office

Motion to purchase a new computer in the amount of \$1,475.00 for the Treasurer's office offered by Sowerby, second by Riker, approved per roll call vote 7-0.

- Revenue Sharing \$119,864.00
- G & D Electric Lighting for Vault and Clerk's Office \$1,185.00

Motion to hire G & D Electric for lighting in the vault and clerk's office in the amount of \$1,185.00 offered by Dean, second by Sowerby, approved per roll call vote 7-0.

- Approval for Secretary to take an Assessing Class

Motion to approve having Amy Christensen take an assessing class offered by Dean, second by Sowerby, approved roll call vote 7-0.

- Keys for Township Hall and Offices – locks are being changed & new keys will be issued
- Fire Chief's Insurance

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Motion to authorize Oakfield Township to pay the full amount of the January, 2024 increase in the Fire Chief's health insurance premium offered by Sowerby, second by Porter, failed per roll call vote 4-3.

Motion to split the cost of the January, 2024 increase in the Fire Chief's health insurance premium, with the Township paying ½ of the increase and the Fire Chief paying ½ of the increase offered by Koett, second by Trainer, failed per roll call vote 4-3.

Motion by Dean split the cost of the January, 2024 increase in the Fire Chief's health insurance premium, with the Township paying ½ of the increase and the Fire Chief paying ½ of the increase offered by Dean, second by Trainer, approved per roll call vote 5-2.

- Dissolve Fire Auxiliary

Motion to dissolve the Oakfield Township Fire Auxiliary offered by Dean , second by Koett, approved per roll call vote 7-0.

Motion to amend the holiday hours for the 2024 calendar year offered by Koett, second by Dean, approved per voice vote.

CITIZENS COMMENTS:

Darcia Kelley – noted that December 31 is a big tax day (regarding considering office closures) asked for the name of the company being interviewed for the Master Plan

BOARD COMMENTS:

None

ADJOURNMENT:

There being no further business, motion to adjourn the meeting at 7:09 PM offered by Dean, second by Porter, approved per a voice vote.

Sue Trainer
Oakfield Township Clerk