

OAKFIELD TOWNSHIP BOARD OF TRUSTEES  
REGULAR MEETING  
April 8, 2014

**CALL TO ORDER:**

A regular meeting of the Oakfield Township Board of Trustees held April 8, 2014 at 10300 14 Mile Road, Rockford, MI., was called to order at 7:30 pm.

**Present were:** Greg Dean, Roger Mason, Brooke Mauric, Bryan Porter, and Ken Rittersdorf

**Absent:** Larry Parker, Chad Sowerby

**APPROVAL OF MINUTES:**

Motion to approve regular meeting minutes for March 11, 2014 as written offered by Porter second by Rittersdorf approved per roll call vote 5-0

Motion to approve 2014-2015 Budget Hearing minutes from March 29, 2014 offered by Rittersdorf second by Mason approved per roll call vote 5-0

Motion to approve 2014-2015 Budget Approval minutes from March 29, 2014 offered by Porter second by Rittersdorf approved per roll call vote 5-0

**FINANCIAL REPORTS:**

Motion to approve the report of fund balances for March 2014 as presented offered by Mason second by Rittersdorf was approved per a roll call vote 5-0

Motion to approve General Fund expenditures for the month of April 2014 in the amount of \$38,605.66 offered by Porter second by Rittersdorf was approved per a roll call vote 5-0

Motion to approve Sewer Fund expenditures for the month of April 2014 in the amount of \$704.75 offered by Mason second by Porter was approved per a roll call vote 5-0

**COMMITTEE REPORTS:**

**Fire Department:**

- 11 runs for March
- Lettering needed for back of tanker

Motion to approve purchase of tanker lettering and chevrons offered by Dean second by Porter approved per a roll call vote 5-0

- Approval needed for new firefighters

Motion to approve Troy Caswell, Ashtin Kubec, and Ryan Ford as volunteer firefighters offered by Porter second by Rittersdorf

- Fire report on file

**PCI Report:** report on file

**Planning Commission:** Minutes approved at the meeting on March 18, 2014; Cell Tower Hearing and a site plan review on agenda for April, 15, 2014 meeting

**Board of Zoning Appeals:** No meeting

**Zoning Administrator:** on file

**CORRESPONDANCE Received:**

- **Kent County Sheriff Department quarterly report-** see Dean
- **Michigan Department of Environmental Quality-** Permit for boat launch at Wabasis Park
- **Firehouse Subs Public Safety Foundation-** Township applied for grant towards the purchase of extrication tools/ grant was denied
- **Michigan Department of Environmental Quality-**Permit renewal for water discharge
- **Comcast Cable-** Channel changes
- **Kent County Road Commission-** Weight limits for next 2 to 3 weeks

**CITIZEN'S COMMENTS:** N/A

**OLD BUSINESS:**

- **Old Township Hall-** New well; Permit approved; work to begin soon
- **New Jaws System ordered for fire department-** expected to be delivered in 6 weeks
- **Demolition of Mahlich Property-**Dean reviewed bids; bids on file

Motion to accept bid of \$4,800.00 from Christensen Excavating, Inc. for demolition of Mahlich property offered by Rittersdorf second by Mason approved per a roll call vote 5-0

- **Lighting upgrade in old fire barn-** completed

OAKFIELD TOWNSHIP BOARD OF TRUSTEES  
REGULAR MEETING  
April 8, 2014

**NEW BUSINESS:**

- **Cleanup of Harvard Rd. property south of Poplar Dr.-** Homeowner is working on cleanup; deadline for cleanup is Saturday, April 12 2014
- **Firefighters complaint form and firefighters disciplinary action form-**Dean reviewed forms to board; Dean explained forms to fire department at the last training

Motion to adopt firefighter's complaint forms and firefighter's disciplinary action form offered by Mason second by Rittersdorf approved per a roll call vote 5-0

- **Job Description for Fire Chief-** Mauric updated and revised the current job description; board reviewed description

Motion to adopt job description for Fire Chief offered by Dean second by Mason approved per a roll call vote 5-0

- **Job Description for General Maintenance Worker-** Mauric updated and revised the current job description; board reviewed description

Motion to adopt job description for General Maintenance Work offered by Mason second by Porter approved per a roll call vote 5-0

- **New copy machine-** Mauric reviewed different purchase options

Motion to purchase new copy machine for the amount of \$5,151.00 offered by Porter second by Rittersdorf

- **New computer for QVF-** Mauric explained changes to Qualified Voter File; changes require Township to purchase new computer for QVF

Motion to purchase new computer for QVF in the amount of \$720.64 offered by Mauric second by Rittersdorf approved per a roll call vote 5-0

- **New computer for Fire Department-** Riker's computer needs to be replaced

Motion to purchase new computer for Fire Department in the amount of \$808.22 offered by Rittersdorf second by Porter approved per a roll call vote 5-0

**CITIZENS COMMENTS:** Citizen made the board aware of scammers making calls in the area posing as Consumers Energy

**BOARD COMMENTS:** Dean let the board know the Old Fire barn will be painted next week

**ADJOURNMENT:** There being no further business, the meeting adjourned at 8:25 pm offered by Mason second by Porter approved per a voice vote.

Brooke V. Mauric  
Oakfield Township Clerk