

OAKFIELD TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
MARCH 12, 2011

CALL TO ORDER:

A regular meeting of the Oakfield Township Board of Trustees held March 12, 2011 at 10300 14 Mile Road, Rockford, MI., was called to order at 9:00 am.

Present were: Greg Dean, Linda Matz, Larry Parker, Darcia Kelley, Roger Mason and Ken Rittersdorf and Brad Kelley

Absent: None: D. Kelley had to leave at 9:53 a.m.

APPROVAL OF MINUTES:

Motion to approve regular meeting minutes of February 8, 2011 as written offered by D. Kelley second by Parker was approved per Voice Vote.

Motion to approve Election Commission meeting minutes from February 8, 2011 as written offered by Matz second by Parker approved per a voice vote.

Motion to approve special meeting minutes from February 26, 2011 as written offered by D. Kelley second by Rittersdorf approved per a voice vote.

FINANCIAL REPORTS:

Motion to approve the report of fund balances for February as presented offered by D. Kelley second by Matz was approved per a roll call vote, 7-0.

Motion to amend the budget # 209-701 to \$30,083.37 offered by Dean second by Matz was approved per a roll call vote 7-0

Motion to amend the budget # 265-920 to \$10,516.31 offered by Dean second by Parker was approved per a roll call vote 7-0

Motion to amend the budget # 410-822 to \$21,495.60 offered by Matz second by D. Kelley was approved per a roll call vote 7-0

Motion to approve General Fund expenditures for the month of March 2011 in the amount of \$22,485.68 offered by Rittersdorf second by D. Kelley was approved per a roll call vote, 7-0

Motion to approve Sewer Fund expenditures for the month of March 2011 in the amount of \$1,377.40 offered by Mason second by Rittersdorf was approved per a roll call vote, 7-0

COMMITTEE REPORTS:

Fire Department:

- 18 runs in February.
- Report On file.

Building Department: On file.

Planning Commission: no meeting

Board of Zoning Appeals: no meeting

Zoning Administrator: No report; Dean following up on calls.

CORRESPONDENCE:

- **Kent County Road Commission:** Road restrictions are in effect.

CITIZEN'S COMMENTS: None

OLD BUSINESS:

- **Wabasis Shores:** Attorney bill for \$486.00 for returning system back to their control.

Motion to bill Wabasis Shores \$486.00 for Attorney fees offered by Matz second by Parker was approved per a roll call vote 7-0

NEW BUSINESS:

- **Murphy Property permits:** Dean went to give a zoning inspection and discovered they built a deck without zoning or building permits.

Motion to have Murphy fined triple the cost of a zoning permit offered by Matz second by Rittersdorf was approved per a roll call vote 7-0

Motion to have Murphy apply for a variance for the deck and a building permit provided the variance is allowed offered by B. Kelley second by Dean was approved per a roll call vote 7-0

- **International Property Maintenance code:** Board will wait to act; needs more information.
- **Zoning Administrator Position:** There were 4 applications, Jensen, Gren, Kushion, and Vaartjes. Each spoke about themselves and their background. The Board reviewed their applications.

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Motion to approve Lois Jensen for the Zoning Administrator position offered by Mason second by Rittersdorf was approved per a roll call vote 5-1 B. Kelley opposed.

CITIZENS COMMENTS: Jensen accepted the position.

BOARD COMMENTS:

Motion to increase the pay for the Zoning Administrator from \$4,000.00 to \$6,000.00 yearly offered by Dean second by Mason

Discussion: Matz felt this was an inopportune time to raise the wage. The Board agreed on the \$4000.00 yearly wage when the Job was advertised. There are four people interested in the position at \$4000.00. We just hired Jensen; this is not the meeting to raise the wage. Rittersdorf and B. Kelley suggested a 90 day probation period. Dean needed the numbers for the budget.

Motion to amend the 2011-2012 budget to \$6,000.00 for the Zoning Administrator's position offered by Dean second by Rittersdorf was approved per a roll call vote 5-1, Matz opposed.

Amended Motion to possibly raise the zoning Administrator's wage to \$6,000.00 after 90 days and a Board evaluation of the work performed. Offered by Dean second by Mason was approved per a roll call vote 5-1, Matz opposed

Dean: Wants the Board to change the Board meeting dates to Saturdays to accommodate his job. He feels we as a Board owe it to him for all of his hard work over the past 18 years.

Matz: Opposed to Saturday meetings on a regular basis.

ADJOURNMENT: There being no further business, the meeting adjourned at 10:12 a.m.

Linda L. Matz
Oakfield Township Clerk