

OAKFIELD TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
February 9, 2016

CALL TO ORDER:

A regular meeting of the Oakfield Township Board of Trustees held February 9, 2016 at 10300 14 Mile Road, Rockford, MI., was called to order at 7:30 PM.

Present were: Greg Dean, Roger Mason, Larry Parker, Bryan Porter, Ken Rittersdorf, Chad Sowerby and Linda VanHouten

Absent: None

APPROVAL OF MINUTES:

Motion to approve regular meeting minutes for January 12, 2016 offered by Rittersdorf second by Porter approved per a voice call vote 7-0.

Motion to approve Special Board Meeting Minutes – Cusack Hearing – for February 1, 2016 offered by Porter second by Sowerby approved per a voice call vote 7-0.

FINANCIAL REPORTS:

Motion to approve the report of fund balances for January 2016 as presented offered by Sowerby second by VanHouten was approved per a roll call vote 7-0.

Motion to amend the budget for Twp. Board Misc. account # (101-965) in the amount of \$928.07 offered by Sowerby second by Porter approved per a roll call vote 7-0.

Motion to amend the budget for Election Salaries account # (191-702) in the amount of \$3,000.00 offered by Porter second by Sowerby approved per a roll call vote 7-0.

Motion to amend the budget for Tax Collection account # (253-863) in the amount of \$200.00 offered by Sowerby second by Rittersdorf approved per a roll call vote 7-0.

Motion to amend the budget for Cemetery Sexton Fees account # (276-927) in the amount of \$200.00 offered by Sowerby second by Porter approved per a roll call vote 7-0.

Motion to amend the budget for Fire Dept. Insurance account # (336-910) in the amount of \$579.00 offered by Porter second by Sowerby approved per a roll call vote 7-0.

Motion to amend the budget for Fire Loss Insurance Expense account # (336-966) in the amount of \$10,125.00 Offered by Sowerby second by VanHouten approved per a roll call vote 7-0.

Motion to amend the budget for Sewer Inspections account # (410-823) in the amount of \$400.00 offered by Sowerby second by Porter approved per a roll call vote 7-0.

Motion to amend the budget for Zoning Board of Appeals Salaries account # (411-702) in the amount of \$428.00 offered by Sowerby second by Parker approved per a roll call vote 7-0.

Motion to amend the budget for Twp. General Insurance account # (851-910) in the amount of \$500.00 offered by Porter second by Sowerby approved per a roll call vote 7-0.

Dean mentioned the reason for the increase in the General insurance account is the current company the Twp. has insurance with raised the price. They didn't give us notice it was going up and we didn't receive the bill until two days after it was due. Dean recommended to the board that we look into different insurance companies.

Motion to approve General Fund expenditures for the month of January 2016 in the amount of \$44,732.22 offered by Rittersdorf second by Sowerby was approved per a roll call vote 7-0.

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Motion to approve Sewer Fund expenditures for the month of January 2016 in the amount of \$1,504.14 offered by Sowerby second by Parker was approved per a roll call vote 7-0.

COMMITTEE REPORTS:

Fire Department:

- 27 runs for January
- Monthly Training: Fire: Air Management and SCBA Training.
- Paperwork for the AFG Grant was submitted. Fire Chief Peterson will keep us posted.
- Two firefighters left department last month. One moved, one busy with work and school.
- Fire Department Chili Cook-Off: February 27, 2016 5:00 PM at the Fire Barn.
- Fire report on file

PCI Report: Report on file

Planning Commission: Met January 13, 2016. Next meeting is April 20, 2016 7:00 PM at the Twp. hall.
Motion to not have a meeting next month offered by Mason second by Dean approved per a voice call vote 7-0.

Board of Zoning Appeals: No meeting

Zoning Administrator: Report on file

CORRESPONDENCE RECEIVED:

- **Comcast Cable** – Received one letter. Changes in channel lineup.
- **Sheriff Department Quarterly Report** – Report on file

CITIZEN'S COMMENTS: None

OLD BUSINESS:

- **Bovee Property:** cleaned up. Well and septic not abandoned, Sarah Simmons of the Kent County Health Dept. said she will take care of.
- **Cusack Hearing:** Special hearing was held February 1, 2016. Dean will let us know what happens when we hear from the Township attorney.

NEW BUSINESS:

- **Pam Millers Hops Farm:** Dean brought it to the board's attention that the Hops farm has been processing hops for outside people. They are not allowed to do this since it makes it a commercial business and this is not zoned for commercial. They are also using some property in the area to refrigerate hops other than their own, making this a commercial business also. Dean said they have been notified. The Twp. attorney will be sending them a letter telling them they are operating a commercial business in area zoned agriculture.
- **Kent Co Road Commission Minor Construction Work Order**
3 Miles of limestone, drainage and tree work to be done in Oakfield Twp.
Total estimate is \$236,363.63. Kent Co. Road Comm. share is \$106,363.63, Township share is \$130,000.00.
Motion to approve the work order offered by Parker second by Sowerby approved per a roll call vote 7-0.

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- **Wisniewski Property 8530 Wabasis**
Double wide on property. Dean recommends condemning, rough shape, not currently occupied. Kirk Scharphorn, Township Building Official also recommends condemning the building. Dean said the owner is in agreement.
- **Kent Co Dispatch**
Want to raise the cell phone surcharge. Had originally said the price would be 8-9 million and now saying price could be 13-14 million. They want to put a millage up before us to cover this. Dean mentioned the Kent County Supervisors Association had agreed to a surcharge, not a millage. They are opposed to this and will not approve it. Dean will have a letter next month for us to see.
- **Pay Resolution for Elected Officials – Clerk and Treasurer**
VanHouten presented resolutions for the Treasurer and Clerk.

Motion to adopt Resolution # 2016-01 Treasurer's Salary in the amount of \$25,000.00 per year offered by Sowerby second by Porter approved per a roll call vote 7-0.

Motion to adopt Resolution # 2016-02 Clerk's Salary in the amount of \$25,000.00 per year offered by Sowerby second by Parker approved per a roll call vote 7-0.

- **Close the Books March 16, 2016**
Motion to close the township books on March 16, 2016 and pay no more bills until after the start of the budget year offered by Dean second by Porter approved per a roll call vote 7-0.
- **Budget Hearing for 2016-2017 Budget – March 31, 2016 7:00 PM**
Motion to hold a Budget Hearing on March 31, 2016 at 7:00 PM offered by Dean second by Sowerby approved per a roll call vote 7-0.
- **Budget Approval Meeting for 2016-2017 Budget – March 31, 2016 7:30 PM**
Motion to hold a Budget Approval Meeting on March 31, 2016 at 7:30 PM offered by Dean second by Porter approved per a roll call vote 7-0.
- **Budget Workshop February 16, 2016 – 7:00 PM**
Motion to hold a Budget Workshop on February 16, 2016 at 7:00 PM offered by Dean second by VanHouten approved per a roll call vote 7-0.

Motion to transfer funds from the General Fund to the Capital Fund in the amount of \$250,000.00 offered by Dean second by Rittersdorf approved per a roll call vote 7-0.

CITIZENS COMMENTS: None

BOARD COMMENTS:

Mason mentioned there is a Fire Commission meeting on Friday February 12th at 8:30 AM at the Kent County Road Commission.

ADJOURNMENT: There being no further business, the meeting adjourned at 8:24 PM offered by Sowerby second by Dean approved per a voice call vote 7-0.

Linda L. VanHouten
Oakfield Township Clerk