

OAKFIELD TOWNSHIP BOARD OF TRUSTEES  
REGULAR MEETING  
June 9, 2020

2020-10

**CALL TO ORDER:**

A regular meeting of the Oakfield Township Board of Trustees held June 9, 2020 at 10300 14 Mile Road, Rockford, MI., was called to order at 7:00 pm.

**Present were:** Greg Dean, Larry Parker, Pamela Riker, Ken Rittersdorf, Bryan Porter and Chad Sowerby  
Sue Trainer

**Absent:** none

**APPROVAL OF MINUTES:**

Motion to approve regular meeting minutes for March 30, 2020 offered by Rittersdorf second by Parker approved per a voice vote 7-0.

Motion to approve Budget Hearing minutes for March 30, 2020 offered by Porter second by Rittersdorf approved per a voice vote 7-0.

Motion to approve Budget Approval Minutes for March 3, 2020 offered by Porter second by Parker approved per a voice vote 7-0.

**FINANCIAL REPORTS:**

Motion to approve Treasury Report for April 2020 offered by Porter second by Rittersdorf approved per a voice vote 7-0.

Motion to approve transfer of funds from the Fire Millage to the General Fund in the amount of \$12,049.93 offered by Sowerby second by Porter approved per a roll call vote 7-0.

Motion to approve transfer of funds from the Fire millage to the General Fund in the amount of \$3,901.50 offered by Porter second by Sowerby approved per a roll call vote 7-0.

Motion to approve transfer of funds from the Capital to the General Fund in the amount of \$20,812.00 offered by Sowerby second by Riker approved per a roll call vote 7-0.

Motion to approve transfer of funds from the Cemetary to the General Fund in the amount of \$205.20 offered by Porter second by Rittersdorf approved per a roll call vote 7-0.

Motion to approve General Fund expenditures for the month of April 2020 in the amount of \$63,178.42 offered by Porter second by Sowerby approved per a roll call vote 7-0.

Motion to approve Scram Lake expenditures for the month of April 2020 in the amount of \$1,883.58 offered by Sowerby second by Porter approved per a roll call vote 7-0.

Motion to approve Treasury Report for May 2020 offered by Sowerby second by Rittersdorf approved per a roll call vote 7-0.

Motion to approve transfer of funds from Capital to the General Fund in the amount of \$6,938.00 offered by Sowerby second by Porter approved per a roll call vote 7-0.

Motion to approve transfer of funds from the Fire Millage to the General Fund in the amount of \$4,174.82 offered by Porter second by Sowerby approved per a roll call vote 7-0.

Motion to approve transfer of funds from the Cemetary to the General Fund in the amount of \$20.90 offered by Sowerby second by Rittersdorf approved per a roll call vote 7-0.

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Motion to approve General Funds expenditures for the month of May 2020 in the amount of \$47,796.97 offered by Sowerby second by Porter approved per a roll call vote 7-0.

Motion to approve Scram Lake expenditures for the month of May 2020 in the amount of \$2,743.34 offered by Rittersdorf second by Riker approved per a roll call vote 7-0.

June meeting no minutes for April or May meeting-Meetings were cancelled due to COVID-19.

Motion to approve Treasury Report for Jun 2020 offered by Porter second by Sowerby approved per a roll call vote 7-0.

Motion to approve transfer of funds from the Capital to the General Fund in the amount of \$1,845.00 offered by Sowerby second by Rittersdorf approved per a roll call vote 7-0.

Motion to approve transfer of funds from the Fire Millage to the General Fund in the amount of \$145.35 offered by Sowerby second by Riker approved per a roll call vote 7-0.

Motion to approve transfer of funds from the Fire Millage to the General Fund in the amount of \$611.19 offered by Parker second by Sowerby approved per a roll call vote 7-0.

Motion to approve General Funds expenditures for the month of June 2020 in the amount of \$76,513.71 offered by Sowerby second by Porter approved per a roll call vote 7-0.

Motion to approve Scram Lake expenditures for the month of June 2020 in the amount of \$4,938.52 offered by Parker second by Riker approved per a roll call vote 7-0.

**COMMITTEE REPORTS:****Fire Department:**

- 25 calls for April
- 25 calls for May

Monthly Training – Flushing Dry Hydrants-drafting training

Oder investigation-natural gas pipeline struck by a backhoe. Required evacuation of neighboring homes and road closure. Took approximately 3 hours to take care of this. Miss Dig wasn't called so person responsible received about a \$1,200 fine.

Front brakes on the Rescue Truck had to be replaced.

Concrete pad was poured at the south end of the parking lot.

Introduce Jacob Knight as potential Fire Fighter.

Introduce Heather Daley as potential Fire Fighter.

Both will need fire school and they are both aware of the ramifications if they quit before completing the training. It is a 2 year commitment and they pay for the training if they quit.

Motion to approve Jacob Knight and Heather Daley as Fire Fighters offered by Dean second by Parker approved per a roll call vote 7-0.

**Planning Commission:** No meeting last month.

**Zoning Board of Appeals:** No meeting last month.

**PCI Report:**

- 7 building permits

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- 6 electrical permits
- 4 mechanical permits
- 3 LP permits
- 1 fireplace permit

Total amount collected: \$7,548.00

Total amount paid to PCI: \$6,739.20

**Zoning Administrator:** Report on file

**CORRESPONDENCE RECEIVED:**

- Charter Cable: regular channel lineup changes, on file.
- Cannon Township-sent letter-developing new master plan.
- 3 residents from the east side of Wabasis Lake wondering if anything can be done to help their high water issue.
- Brian Posthumus is running for State Representative and wanted to introduce himself. He indicated he was residing at the Hop Farm on Elkens Road. Dean stated that it was zoned for agricultural so he shouldn't be living there and stated that he would have the zoning person get in touch with him.

**PUBLIC COMMENTS:** none

**UNFINISHED BUSINESS:**

- Drain Commission-Oakfield Dam-they are digging there. A sink hole has developed in middle of the dam. They are going to fill it back in.
- Lake Side Mobile Home Park-Prosecuting attorney for Kent County has given them until the end of July to correct their sanitary sewer system or he will prosecute.
- Louis Anderson Property-crane is there. Greg will talk with Pitsch to find out when they are going to tear it down.
- 13 Mile Road Work-started paving last year. Halfway done. Will put second coat on to protect investment. Greg sent out letter cancelling remainder till next year.
- New Sign & Light Pole-Work is done. Greg wouldn't have spent money to purchase sign had he known about COVID 19 but sign was already ordered.

**NEW BUSINESS:**

- Hall Rental-Not going to rent out hall yet because afraid renters won't disinfect it properly after they use it.

Motion to approve not renting out hall offered by Porter second by Sowerby approved per a roll call vote 7-0.

- Main-Tech Service Contract-AI was in attendance to do a rundown on Scram Lake Sewer System and his contract. Changed some procedures on reducing the flow on the south part of the lake. Tanks & covers are underwater adding water to the system. 4 or 5 tanks that need to be replaced on both sides of Nugent are underwater and a couple on Poplar. 15-16 old tanks need to be replaced. Flows running about 12,000-13,000 gallons/day, was 7,500-8,000/day last year. Occasional alarms. Will catch up on cleaning and pumping out tanks yet this Summer. Can't do anything about tanks that are underwater. 4 cottages with water inside. Contract okay.

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- Motion to approve Main-Tech contract offered by Dean second by Sowreby approved per a roll call vote 7-0.
- 2020 Tax Rate Request-L-4029-Oakfield Township Permanent Millage rate or until cutback next year .7480, Fire Millage .4843.

Motion to approve 2020 Tax Rate Request L-4029 offered by Dean second by Parker approved per a roll call vote 7-0.

- Revenue Sharing ending in April-\$83,486.00-Came before COVID19. Last year \$76,423. Could have \$125,000 revenue loss for this year. We will know the first of July when get next check.
- Revenue Sharing-loss in Sales Tax due to COVID19 means a 40-50% loss in Revenue Sharing at least through the end of the States Fiscal Year. Dean put a stop to finishing 13 Mile Road paving due to this.
  - Revenue Sharing: Could loss \$125,000 this year. Will know around the first of July when next check comes.
- Point & Pay for Property Taxes-Purchase credit card machine so people can pay property taxes with a card. Set-up cost \$500.00. Could be \$50.00/month charge depending on use. Would require setting up another account in our record keeping system and additional insurance. Would be a 3 day delay for us to get information from the company. Customer gets charged 3% to use system.

Motion to deny purchasing Point & Pay machine offered by Sowerby second by Rittersdorf approved per a roll call vote 7-0.

- Motion to approve transfer of funds from the Fire Millage to the General Fund in the amount of \$18,300.00 offered by Sowerby second by Rittersdorf approved per a roll call vote 7-0.

**PUBLIC COMMENTS:** none

**BOARD COMMENTS:** Parker mentioned that accessor would like to use main hall to meet with customers. Dean approved.

Dean would like to reopen the Township Office to the public on Monday, June 15. Masks will be required.

Motion to approve reopening the Township Office offered by Dean second by Porter approved per a voice call vote 7-0.

**ADJOURNMENT:** There being no further business, the meeting adjourned at 7:56 pm offered by Parker second by Sowerby approved per a voice call vote.

Susan Trainer  
Oakfield Township Clerk