

OAKFIELD TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
January 14, 2025

2025-1

CALL TO ORDER:

A regular meeting of the Oakfield Township Board of Trustees held January 14, 2025 at 10300 14 Mile Road, Rockford, MI., was called to order at 6:30 P.M.

Present: David Howard, Darcia Kelley, Betsy Koett, Ken Rittersdorf, Chad Sowerby,
Sue Trainer

Absent: Pamela Riker

CITIZENS COMMENTS:

John Cunningham, representative for Brown Lake Homeowners Association, reported that Kent County Health Department is giving away free radon test kits to residents during the month of January (as are Kent District Library branches). More information can be found at this link: <https://content.govdelivery.com/accounts/KENTCOMI/bulletins/3c85113>

APPROVAL OF MINUTES:

Koett reported that the correct terminology for her motion under Board Comments is *paid time off* and not *vacation time*.

Motion to approve regular meeting minutes for December 10, 2024, with a correction under Board Comments, striking the word *vacation* and adding *off (PTO)* so that the sentence reads *paid time off (PTO)* offered by Sowerby, second by Rittersdorf, approved per voice vote 6-0.

FINANCIAL REPORTS:

Motion to approve Treasurer Report for December, 2024 offered by Trainer, second by Sowerby, approved per voice vote 6-0.

Motion to approve the transfer of funds Fire Millage to General Fund in the amount of \$4,204.00 for wages offered by Sowerby, second by Trainer, approved per roll call vote 6-0.

Motion to approve General Fund Expenditures for the month of December, 2024 in the amount of \$49,920.90 offered by Koett, second by Sowerby, approved per roll call vote 6-0.

Motion to approve Scram Lake Expenditures for the month of December, 2024 in the amount of \$3,747.84 offered by Sowerby, second by Koett, approved per roll call vote 6-0.

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COMMITTEE REPORTS:

Fire Department:

- December calls: 17 Medical, 1 P.I. Accident, 3 P.D. Accidents, 2 C.O. Alarms, 1 Wires Call, 1 Odor Investigation, 1 Spencer Assist, 1 Courtland Assist
- Monthly Training: Scene size-up and tabletop exercises
- Yearly increase of 2.046%, showing a small but steady rise during the past 3 years

PCI Report:

- 19 permits issued
- Total charges \$2,397.00; Total due \$2,157.30 No building permits were issued.

Planning Commission:

- Master Plan public hearing was held 1/7/25; PC voted to send Master Plan to the Board for approval
- Meeting 1/21/25

Zoning Board of Appeals:

- No meeting

Zoning Administrator, Kirk Sharphorn:

- Working on violations

OLD BUSINESS:

- Master Plan Resolution

Motion to adopt Resolution #01-14-25 approving the Master Plan offered by Kelley, second by Rittersdorf, approved roll call vote 6-0.

- Township Policies – Employee and Financials

Kelley will be bringing suggested policies to the Board for consideration during future meetings

- Zoning Board of Appeals appointment – Don Riker

No action due to lack of motion.

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NEW BUSINESS:

- Supervisor – New Laptop

Motion to table until the February meeting, as KHC Technologies will be reviewing Township computer needs and making recommendations between now and then, offered by Koett. No further action was taken.

- Budget Meetings – Workshop will be included in February Board meeting
Sowerby suggested purchasing a grain bin rescue apparatus for the Fire Department
Budget Hearing will be Thursday, March 27, 2025 at 6:30 P.M.
- Kent Count road contracts coming next month
- Townships may be required to upgrade warning sirens

CITIZENS COMMENTS:

- Fire Chief Sam Peterson - Kent County Road Commission is reinstalling the dry hydrant on Morgan Mills Rd.
- John Cunningham, representative of Brown Lake Homeowners Association - former Township Supervisor Dean spoke to the Association recently while Supervisor. This was appreciated by members, who welcome future visits by Board members.
- Dannie Marko reported - DNR has warned that the highly invasive spotted lanternfly has been seen in Michigan. Residents need to watch for it and seek to eradicate it.
Information can be found at this link:
<https://www.michigan.gov/invasives/id-report/insects/spotted-lanternfly>

CORRESPONDENCE:

None

BOARD COMMENTS:

None

ADJOURNMENT: There being no further business, the meeting adjourned at 7:32 P.M.

Sue Trainer
Oakfield Township Clerk