

OAKFIELD TOWNSHIP BOARD OF TRUSTEES  
REGULAR MEETING  
November 12, 2024

2024-15

**CALL TO ORDER:**

A regular meeting of the Oakfield Township Board of Trustees held November 12, 2024, at 10300 14 Mile Road, Rockford, MI., was called to order at 6:30 PM

**Present:** Greg Dean, David Howard, Betsy Koett, Pamela Riker, Ken Rittersdorf, Chad Sowerby, Sue Trainer

**Absent:** None

**APPROVAL OF MINUTES:**

Motion to approve regular meeting minutes for October 8, 2024, offered by Koett, second by Riker, approved per a roll call vote 7-0.

**FINANCIAL REPORTS:**

Motion to approve Treasurer Report for October, 2024 offered by Sowerby, second by Rittersdorf, approved per a roll call vote 7-0.

Motion to approve the transfer of funds Cemetery Fund to the General Fund in the amount of \$600.00 for tree work offered by Koett, second by Riker, approved per roll call vote 7-0.

Motion to approve the transfer of funds Fire Millage to the General Fund in the amount of \$222.95 for furnace work offered by Riker, second by Sowerby, approved per roll call vote 7-0.

Motion to approve the transfer of funds Fire Millage to the General Fund in the amount of \$120.00 for wages offered by Koett, second by Trainer, approved per roll call vote.

Motion to approve the transfer of funds Fire Millage to the General Fund in the amount of \$2,275.88 for new hand tools offered by Koett, second by Sowerby, approved per roll call vote 7-0.

Motion to approve the transfer of funds Capital Fund to the General Fund in the amount of \$2,975.00 for Master Plan billing offered by Sowerby, second by Riker, approved per roll call vote 7-0.

Motion to amend budget Minor Construction (101-446-782.000) in the amount of (-) \$54,810.72, offered by Sowerby, second by Rittersdorf, approved per roll call vote 7-0.

Motion to amend budget Building Improvements (101-446-974.002) in the amount of (+) \$54,810.72, offered by Sowerby, second by Trainer, approved per roll call vote 7-0.

Motion to amend budget General Election (101-262-702.000) in the amount of (+) \$128.90 offered by Riker, second by Rittersdorf, approved per roll call vote 7-0.

Motion to amend budget Elections Office Supplies (101-262-727.000) in the amount of (+) \$2,231.27 offered by Sowerby, second by Rittersdorf, approved per roll call vote 7-0.

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Motion to amend budget Sexton Fees (101-567-827.000) in the amount of (+) \$4,000.00 offered by Sowerby, second by Rittersdorf, approved per roll call vote 7-0.

Motion to approve the transfer of funds Capital Fund to the General Fund in the amount of \$437,500.09 for the McClain Project offered by Sowerby, second by Riker, approved per roll call vote 7-0.

Motion to approve General Fund Expenditures for the month of October, 2024 in the amount of \$510,249.77 offered by Rittersdorf, second by Sowerby, approved per a roll call vote 7-0.

Motion to approve Scram Lake Expenditures for the month of October, 2024 in the amount of \$5,127.66 offered by Sowerby, second by Riker, approved per a roll call vote 7-0.

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**COMMITTEE REPORTS:**

**Fire Department:**

- October calls: 21 medical, 3 P.I. accidents, 3 P.D. accidents, 1 fire alarm, 1 wires call, 1 illegal burning, 2 Spencer assists
- Monthly training: Hazardous Materials yearly update

**From the Chief:**

- Pump testing was done this month – both engines passed
- Request for the purchase of a new tool box and tools

Motion to authorize the purchase of a new tool box and tools for the Fire Department offered by Sowerby, second by Riker, approved per roll call vote 7-0.

**PCI Report:**

- 27 permits issued
- Total charges \$3,967.00; total due \$3,570.30; total evaluation of projects \$211,000.00

**Planning Commission:**

- Master Plan and addendum approved and recommended to the Board

**Zoning Board of Appeals:**

- No meeting

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**Zoning Administrator:**

- Court error resulted in tickets being reissued and new court dates to be scheduled

**CITIZEN COMMENTS:**

- William Pelak expressed appreciation for the time Dean put in as Supervisor

**OLD BUSINESS:**

- Master Plan Resolution

Motion to approve Resolution 11-12-24 (Master Plan) offered by Sowerby, second by Rittersdorf, approved roll call vote 7-0.

- Scram Lake Billing for Damage to Sewer System – PLM has paid the bill

**NEW BUSINESS:**

- Revenue Sharing for the last period - \$118,550.00
- Dust layer for the year - \$20,964.00
- Election Report – November 5, 2024 General Election

Public accuracy test was held on October 21, 2024.

Number of registered voters - 5,496

Total who voted 4,170 = 75.87% voter turnout

Number of absentee ballots issued – 1,487

Precinct 1: 1,793 registered voters  
400 voted in-person, 485 voted absentee, 498 voted during early voting

Precinct 2: 2,129 registered voters  
476 voted in-person, 514 voted absentee, 575 voted during early voting

Precinct 3: 1,574 registered voters  
328 voted in-person, 444 voted absentee, 450 voted during early voting

**CITIZENS COMMENTS:**

- Election Inspector William Pelak praised Trainer for professionalism during the election

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- Koett presented Dean with a plaque commemorating his 32 years as Supervisor

**BOARD COMMENTS:**

- Sowerby requested to purchase the laptop he has been assigned; expressed appreciation for Dean's accomplishments on behalf of the township while Supervisor
- Rittersdorf expressed appreciation for Dean's accomplishments as Supervisor and for what Rittersdorf learned from him
- Dean gave closing comments on his accomplishments and expressed desire that newly-elected Supervisor Kelley serve with diligence

**ADJOURNMENT:** There being no further business, the meeting adjourned at 6:57 PM.

Sue Trainer  
Oakfield Township Clerk