

OAKFIELD TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
February 11, 2025

2025-2

CALL TO ORDER:

A regular meeting of the Oakfield Township Board of Trustees held February 11, 2025, at 10300 14 Mile Road, Rockford, MI., was called to order at 6:30 P.M.

Present: Darcia Kelley, Betsy Koett, Pamela Riker, Ken Rittersdorf,
Chad Sowerby, Sue Trainer

Absent: David Howard

CITIZENS COMMENTS:

None

APPROVAL OF MINUTES:

Motion to approve regular meeting minutes for January 14, 2025, offered by Sowerby, second by Koett, approved per voice vote.

FINANCIAL REPORTS:

Motion to approve Treasurer Report for January, 2025 offered by Trainer, second by Rittersdorf, approved per voice vote.

Motion to amend budget 101-101-960 IT & Website in the amount of (+) 4,651.00 and 101-702-822.00 Inspections PCI in the amount of (+) \$5,276.70 offered by Sowerby, second by Rittersdorf, approved per roll call vote 6-0.

Motion to approve General Fund Expenditures for the month of January, 2025 in the amount of \$44,506.92 offered by Koett, second by Sowerby, approved per roll call vote 6-0.

Motion to approve Scram Lake Expenditures for the month of January, 2025 in the amount of \$6,631.96 offered by Sowerby, second by Rittersdorf, approved per roll call vote 6-0.

COMMITTEE REPORTS:

Fire Department:

- January calls: 13 medical, 1 P.I. accident, 3 P.D. accidents, 1 C.O. alarm, 1 public assist, 1 Grattan assist, 2 Courtland assists
- Monthly Training: Ice water rescue

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From the Chief:

- All trucks received annual service. No major repairs this year.
- Request to hire Nicholas Ilbrink as a firefighter was presented

Motion to accept the application of and hire Nicholas Ilbrink as a firefighter offered by Sowerby , second by Trainer, approved per voice vote.

PCI Report:

- 20 permits issued
- Total charges \$3,117.00; total due \$2,805.30; total evaluation of projects \$170,861.00

Planning Commission:

- Meeting held; applicant was informed of the steps that need to be taken

Zoning Board of Appeals:

- No meeting

Zoning Administrator:

- Letters will be issued giving 30 day notice before citations are issued

OLD BUSINESS:

- KHC Technologies – quote for 4 computers, and upgrade for Deputy Assessor

Motion to approve the purchase of four computers and one upgrade in the amount of \$4,149.99 offered by Riker, second by Sowerby, approved roll call vote 6-0.

- Township policies – Employee Policy ESTA

Motion to approve the employee Earned Sick Time Act policy offered by Koett, second by Sowerby, approved per voice vote.

- ZBA Appointment – Eric Proseus

Motion to accept the application of and appoint Eric Proseus to the Zoning Board of Appeals offered by Koett, second by Sowerby, approved per voice vote.

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- Kent County road contracts

Motion to approve Kent County Road Commission contracts in the amount of \$438,500.00 for chipsealing portions of Harvard, MacClain, 12 Mile, and Morgan Mills roads in 2025 offered by Riker, second by Rittersdorf, approved roll call vote 5-1, with Koett dissenting.

NEW BUSINESS:

- Poverty exemption resolution

Motion to adopt Poverty Exemption Guidelines Resolution 2-11-25 offered by Sowerby, second by Riker, approved per roll call vote 6-0.

- Township Property Insurance – Annual Renewal

Motion to renew the annual township property insurance at a cost of \$12,409.00 for the yearly premium offered by Sowerby, second by Riker, approved roll call vote 6-0.

- G & D Quote – update lamps & ballasts, install new light in hallway

Motion to accept the two G & D Electric, Inc. quotes to update the lighting in the township hall in the amount of \$2,524.00 offered by Sowerby, second by Riker, approved per roll call vote 6-0.

- Budget workshop – Township wage resolution – Tuesday, February 25, 2025 at 6:30 PM
- Budget hearing and budget approval meetings – March 27, 2025 at 6:30 PM
- Township trustees have received possible fraudulent emails and messages
- M-57 corridor meeting with MDOT; KCRD and MCRD updates

M-57 from Ramsdell to Morgan Mills will be repaved and shoulders widened in 2025

- Purchase of laptop computers

Riker and Rittersdorf requested to purchase

Motion to accept the offers of Riker and Rittersdorf to each purchase one Chromebook from the Township in the amount of \$50.00 each offered by Trainer, second by Sowerby, approved per voice vote.

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CITIZENS COMMENTS:

None

BOARD COMMENTS:

Trainer will be absent from the April board meeting.

ADJOURNMENT: There being no further business, the meeting adjourned at 8:12 P.M.

Sue Trainer
Oakfield Township Clerk