

OAKFIELD TOWNSHIP BOARD OF TRUSTEES  
REGULAR MEETING  
JUNE 11, 2024

2024-9

**CALL TO ORDER:**

A regular meeting of the Oakfield Township Board of Trustees held June 11, 2024, at 10300 14 Mile Road, Rockford, MI., was called to order at 6:30 PM

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

**Absent:** None

**APPROVAL OF MINUTES:**

Motion to approve regular meeting minutes for May 14, 2024, offered by Rittersdorf, second by Sowerby, approved per a roll call vote 7-0.

**FINANCIAL REPORTS:**

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

Motion to approve the transfer of funds Fire Millage to the General Fund for New Driveway in the amount of \$35,164.00 offered by Riker, second by Trainer, approved per roll call vote 7-0.

Motion to amend the budget Capital to the General Fund-101-000-699.000 in the amount of \$450,000.00 offered by Sowerby, second by Koett, approved per roll call vote 7-0.

Motion to amend the budget Minor Construction-101-446-782.000 in the amount of \$450,000.00 offered by Sowerby, second by Riker, approved per roll call vote 7-0.

Motion to approve General Fund Expenditures for the month of May, 2024 in the amount of \$97,906.99 offered by Koett, second by Rittersdorf, approved per a roll call vote 7-0.

Motion to approve Scram Lake Expenditures for the month of May, 2024 in the amount of \$3,405.28 offered by Riker, second by Koett, approved per a roll call vote 7-0.

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**COMMITTEE REPORTS:**

**Fire Department:**

- May Calls: 20 medical, 1 P.I. accident, 2 P.D. accidents, 1 grass fire, 1 illegal burning, 1 vehicle fire, 2 Spencer assists, 1 Grattan assist
- Monthly training – ladder course taught by Chief Styles of Dalton Twp, Muskegon Co.

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**From the Chief:**

- Recommended hiring Jacob Pilarski and Kevin Long as firefighters

Motion to approve the hiring Jacob Pilarski and Kevin Long for the positions of firefighter offered by Sowerby, second by Howard, approved per roll call vote 7-0.

**PCI Report:**

- 41 permits issued
- Total charges \$9,227.00; total due \$8,304.30; total evaluation of projects \$1,256,486.00

**Planning Commission:**

- June meeting date Wednesday 6-19-2024 7:00 pm, begin Master Plan work

**Zoning Board of Appeals:**

- No meeting

**Zoning Administrator:**

- 6 tickets in court this week

**CORRESPONDENCE RECEIVED:**

- Township Insights - Master Plan has to include Housing Needs
- Kent County Road Commission - Deer Management funding request denied

**CITIZENS COMMENTS:**

None

**OLD BUSINESS:**

- Master Plan Survey is now done
- Fire Chief Job Description

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Motion by Sowerby, second by Rittersdorf, to approve the updated fire chief job description with the addition of the requirement that the fire chief attend each monthly Board meeting and present to the Board, approved per roll call vote 7-0.

- L-4029 has been sent in
- AT&T Agreement has been sent in
- Justin Slanger Court Case – negotiation period has concluded, will continue to court hearing

**NEW BUSINESS:**

- 2023-2024 Audit is done
- Alcohol sales on Sunday-7:00 am to noon – Public Hearing will be held on Tuesday, July 9, 2024 at 6:15 PM preceding the monthly Board meeting
- Fire Department A&H and AD&D Insurance annual renewal

Motion to approve the purchase \$10,000.00 cancer coverage “rider” for a period of one year, with this year’s fire department A&H and AD&D insurance renewal offered by Dean, second by Koett, approved roll call vote 6-1.

Motion to rescind the approval to purchase of the \$10,000.00 cancer coverage “rider” for a period of one year with this year’s fire department A&H and AD&D insurance renewal offered by Dean, second by Rittersdorf, approved per roll call vote 7-0.

Motion to approve the purchase of the \$10,000.00 cancer coverage “rider” for a period of three years with this year’s fire department A&H and AD&D insurance renewal offered by Sowerby, supported by Howard, approved per roll call vote 6-1.

- KCI Ballot Mailing to save postage costs

Motion to contract with Kent Communications, Inc. (KCI) for the mailing of August 6, 2024 primary election ballots to absentee voters offered by Riker, second by Sowerby, approved roll call vote 7-0.

**CITIZENS COMMENTS:**

Darcia Kelley asked for a copy of the Master Plan survey.

**BOARD COMMENTS:**

Ken Rittersdorf will be absent for the July Planning Commission meeting.

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**ADJOURNMENT:** There being no further business, adjournment at 7:11 P.M. offered by Sowerby, second by Trainer, approved per a voice call vote.

Sue Trainer  
Oakfield Township Clerk