

OAKFIELD TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
December 10, 2024

2024-16

CALL TO ORDER:

A regular meeting of the Oakfield Township Board of Trustees held December 10, 2024, at 10300 14 Mile Road, Rockford, MI., was called to order at 6:30 P.M.

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

Absent: None

CITIZEN COMMENTS:

Mickey Davis suggested that the township make township property a no-smoking zone.

The owner of Larson's Resort (campground) believes there is a discrepancy on the Resort tax bill and was given the office hours of Township Assessor Matthew Smith to obtain a resolution.

APPROVAL OF MINUTES:

Motion to approve regular meeting minutes for November 12, 2024, offered by Rittersdorf, second by Riker, approved per voice vote 7-0.

FINANCIAL REPORTS:

Motion to approve Treasurer Report for November, 2024 offered by Sowerby, second by Rittersdorf, approved per voice vote 7-0.

Motion to approve the transfer of funds Fire Millage to General Fund in the amount of \$13,168.33 offered by Koett, second by Sowerby, approved per roll call vote 7-0.

Motion to amend budget, Elections Office Supplies 101-262-727-000, in the amount of (+) \$631.41, offered by Riker, second by Rittersdorf, approved per roll call vote 7-0.

Motion to approve General Fund Expenditures for the month of November, 2024 in the amount of \$63,244.27 offered by Sowerby, second by Howard, approved per a roll call vote 7-0.

Motion to approve Scram Lake Expenditures for the month of November, 2024 in the amount of \$6,510.24 offered by Koett, second by Riker, approved per a roll call vote 7-0.

COMMITTEE REPORTS:

Fire Department:

- November calls: 17 medical, 2 P.I. accidents, 4 P.D. accidents, 2 fire alarms, 1 C.O. alarm, 1 Grattan assist
- Monthly training: Fire ground operations

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PCI Report:

- 24 permits issued
- Total charges \$9,361.00; Total due \$8,424.90; Total evaluation of projects \$1,570,354.00

Zoning Administrator:

- Kelley met with Kirk Sharphorn, Zoning Administrator

Planning Commission:

- Meeting January 21, 2025

Zoning Board of Appeals:

- No meeting. Taking applications for one additional member.

OLD BUSINESS:

- Master Plan – public hearing January 7, 2025
- Board of Review Candidates for Upcoming Term

Motion to reappoint Courtney DeKraker, Dannie Marko, and James Tilton to 2-year terms on the Board of Review offered by Koett, second by Sowerby, approved per voice vote 7-0.

- Planning Commission Candidates for Upcoming Term

Motion to approve the appointment of Ken Rittersdorf – Board Representative and James Tilton, Dannie Marko, William Pelak, David Puszczak, Kalie Gascho, and Jeff Beehler to 3-year terms on the Planning Commission offered by Sowerby, second by Rittersdorf, approved per voice vote 7-0.

- Zoning Board of Appeals
Seeking an additional member

NEW BUSINESS:

- 2025 Holiday Hours

Motion to approve holiday hours for the 2025 calendar year offered by Trainer, second by Riker, approved via voice vote 7-0.

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- Fire Chief Insurance Coverage

Motion to accept the increase in the Fire Chief's health insurance rate and approve the annual premium renewal offered by Trainer, second by Sowerby, approved roll call vote 7-0.

- New Development

A developer is interested in the property near the M-57/Lincoln Lake Rd intersection and will be going through the steps to bring the project before the Planning Commission.

- Kent County Road Commission – Jerry Burns

Kelley will meet with Burns in January to assess road conditions

CITIZENS COMMENTS:

- Dannie Marko asked whether the township covers 100% of the Fire Chief's health premium (*the Fire Chief pays a portion*)

CORRESPONDENCE RECEIVED:

- Monthly report on the Scram Lake Sewer System
- Charter Communications has updated television channel lineup

CORRESPONDENCE SENT:

None

BOARD COMMENTS:

Koett moved, supported by Trainer, to provide a minimum of two weeks paid vacation time off (PTO) *corrected 1/14/25* in the 2025 calendar year to the receptionist/deputy treasurer, the deputy clerk, and the deputy assessor. Approved per roll call vote 5-2, with Rittersdorf and Riker dissenting.

ADJOURNMENT: There being no further business, the meeting adjourned at 7:12 P.M.

Sue Trainer
Oakfield Township Clerk