

THE CHARTER TOWNSHIP OF OSHTEMO
Township Board Meeting
March 9, 2010

Township Board work session was held at the Township Hall. Supervisor Heiny-Cogswell called the meeting to order at 5:00 p.m.

PRESENT:

Supervisor Libby Heiny-Cogswell
Clerk Deb Everett
Treasurer Nancy Culp
Trustee Grace Borgfjord
Trustee Dave Bushouse
Trustee James Grace
Trustee Scott McCormick

Also present were Township Attorney James Porter, Township Engineer Marc Elliott, Planning Director Jodi Stefforia, and 4 interested people.

KCSD Activity Report

Kalamazoo County Sheriff's Department Sgt. Troy Faulk and Capt. William Timmerman were present and provided information on activity in the Township for January and February.

Kalamazoo County Transportation Authority 2009 Report

Linda Teeter and Dale Hein representing the Kalamazoo County Transportation Authority provided a report of 2009 activity.

West Main Sidewalk Project

Supervisor Heiny-Cogswell advised the Township has been awarded a \$97,169 grant from the Michigan Department of Energy, Labor, and Economic Growth for the completion of sidewalks on West Main from US 131 to Drake Road. She further advised the total estimate for the project is \$185,920 which had been revised through eliminating some design elements and that the Board had approved applying for the grant and authorized a match of available Metro Authority funds or \$10,000 whichever was higher. She noted estimated Metro Authority funds available this year will be \$43,000 which leaves a balance of \$45,751 to complete the project; possible sources for the additional amount are general fund reserves, forming a special assessment district or reallocating park development funds.

Trustee James Grace and Treasurer Culp commented they were not in favor of using Township funds; Trustee Bushouse commented this would be a one time capital investment. Planning Director Stefforia provided information regarding the establishment of a special assessment district noting that where sidewalks currently exist, property owners paid 100% of the cost while this project would decrease the property owners' contribution to approximately 25%. This item will be taken up for any action on the regular meeting agenda.

H Avenue Sanitary Sewer Project

Discussion was held regarding the H Avenue sanitary sewer capital improvement project and possible funding methods. Attorney Porter, per direction of the Sewer/Water Committee, presented possible financing alternatives. Comments included anticipated lower construction costs, level of comfort in using current sewer/water funds and anticipated revenue to support an installment payment plan for the project. Consensus was to obtain further information regarding current and anticipated revenues.

The Board work session adjourned at approximately 7:00 p.m.

Supervisor Heiny-Cogswell called the regular meeting to order at 7:10 p.m.

PRESENT:

Supervisor Libby Heiny-Cogswell
Clerk Deb Everett
Treasurer Nancy Culp
Trustee Grace Borgfjord
Trustee Dave Bushouse
Trustee James Grace
Trustee Scott McCormick

Also present were Township Attorney James Porter, Township Engineer Marc Elliot, Planning Director Jodi Stefforia and 6 interested people.

Motion by Borgfjord, second by James Grace, to approve the February 23rd regular meeting minutes. Carried.

Income to the General and Fire Funds of \$34,235.09 and disbursements of \$149,320.51 were reported. Motion by James Grace, second by Borgfjord, to accept the receipts and disbursements report. Carried.

CITIZENS COMMENTS ON NON-AGENDA ITEMS

None.

PRELIMINARY PLAN APPROVAL- ENGEL COMMONS SITE CONDOMINIUM

Planning Director Stefforia presented a recommendation from the Planning Commission to grant Step I Preliminary Plan Approval of Engel Commons Site Condominium, a non-residential five unit development located adjacent to Citizens Credit Union on West Main to be served by a private street. She commented the approval is recommended subject to street lights in compliance with ordinance limitations and sidewalks along both sides of the private street. Board members questions included screening the retention area from the adjoining residential neighborhood and the appropriate time to do so.

Motion by James Grace, second by Everett to grant Step I Preliminary Plan Approval of Engel Commons Site Condominium subject to street lights in compliance with ordinance limitations, sidewalks along both sides of the private street and screening of the drainage area to be in place upon completion of the pond subject to review by the Planning Department. Carried.

APPOINTMENT OF TOWNSHIP TRAFFIC ENGINEER

A resolution to appoint a Township Traffic Engineer was before the Board for consideration.

Motion by James Grace, second by Borgfjord to adopt a resolution to appoint James Valenta as Township Traffic Engineer. Roll call showed James Grace-yes, Borgfjord-yes, Culp-yes, Everett-yes, Bushouse-yes, McCormick-yes, Heiny-Cogswell-yes.

WEST MAIN WATER EXTENSION

Supervisor Heiny-Cogswell advised 13 bids had been received for the West Main/Wickford water extension project with Caledonia Excavating, Inc. being low bidder at \$539,961.75. She advised other bidders have questioned that the low bidder did not comply with the bid requirements. Engineer Elliott commented that while the low bidder did not strictly meet the requirement of submitting the original bid book, he felt it was not material to the bid. He also commented that the issue of the low bidder not being on the list of City of Kalamazoo approved contractors could and would be addressed felt they would be accepted, with the fundamental question being preference to local bidders.

Attorney Porter commented he would concur with Mr. Elliott that the discrepancy is not material to the bid and the Township is not required to accept the lowest bid.

Treasurer Culp commented she felt the Township's practice has been to use local bidders when possible and should continue.

It was noted the funding for the project is by the KLA Group; Supervisor Heiny-Cogswell advised she had spoken with their representative who indicated they would be agreeable to the Township's choice of contractor.

Motion by Culp, second by Heiny-Cogswell to accept the bid from Balkema Excavating in the amount of \$563,871.00 for the West Main/Wickford water extension project. Carried.

APPOINTMENT OF FINANCIAL DEPOSITORIES FOR 2010

Treasurer Culp presented a list of depositories for Township funds for 2010.

Motion by Culp, second by James Grace to approve the list as presented. Carried.

OTHER BUSINESS

WEST MAIN SIDEWALK PROJECT

As discussed at the work session, the Township has been awarded a \$97,169 grant for the completion of sidewalks on West Main from US 131 to Drake Road with the total estimate for the project of \$185,920, Metro Authority funds estimated to be \$43,000 which leaves a balance of \$45,751 to complete the project with possible sources for the additional amount from general fund reserves, forming a special assessment district or reallocating park development funds.

Motion by Bushouse, second by Borgfjord to authorize the Supervisor to sign the contract accepting the grant and every effort made to establish a special assessment district for the balance needed.

Carried with Culp and James Grace voting no.

ROAD POLICY TERMONOLOGY CORRECTION

Trustee James Grace advised the term "sami-seal" in the Township's road policy should be changed to "micro-seal" to reflect the correct technical term.

Motion by James Grace, second by Culp to change the policy as recommended. Carried.

BOARD MEMBER COMMENTS

Trustee James Grace thanked the Department Heads for their annual reports.

Treasurer Culp advised she would be absent from the March 23rd meeting.

Clerk Everett reminded all of the Community Soup Supper for Loaves & Fishes to be held on March 15th at the Oshtemo Community Center.

Engineer Elliott advised he had been asked by Pfizer to extend their apologies for not being able to attend the public information meeting regarding the West Main/Wickford water extension project.

Attorney Porter thanked IT Director, Treasurer Culp for his department's new computers.

There was no further business and the meeting was adjourned at approximately 7:50 p.m.

DEBORAH L. EVERETT
Township Clerk

Attested: LIBBY HEINY-COGSWELL
Supervisor