

THE CHARTER TOWNSHIP OF OSHTEMO
Township Board Meeting
March 25, 2008

The Oshtemo Township Board held a special work session at 5:00 p.m. called to order by Supervisor VanDyke.

PRESENT:

Supervisor John VanDyke
Clerk Deb Everett
Treasurer Nancy Culp
Trustee Dave Bushouse
Trustee James Grace
Trustee Stan Rakowski
Trustee Neil Sikora

Also present was James Porter, Township Attorney, and Interim Fire Chief Paul Karnemaat.

Discussion was held regarding bidding on services and equipment. The current Township purchasing policy and a proposed draft of an update was distributed for Board review. Consensus was any item or service over \$2,000 should require a bid.

Interim Chief Karnemaat advised there had been a misunderstanding as it related to the approval for the purchase of three fire department vehicles from Cole Gilmore Automotive Group at the March 11th meeting. He advised the type and price quoted was for a standard size GMC Yukon, not the GMC Yukon XL, the standard size would not fit the needs of the department and Cole Gilmore is unable to obtain the vehicles needed. He further advised he had secured a quote from Red Holman Pontiac GMC in Oakland County for the Yukon XL which is actually lower than the previous bid approved since this dealer is the recipient of the State of Michigan governmental bid process. Interim Chief Karnemaat commented due to these changes, the options before the Board were to purchase the GMC Yukon XL through Holman Pontiac for \$29,930 each, purchase the vehicles through Seelye Ford for approximately an additional \$1,400 more per vehicle, purchase Ford Expeditions through Seelye Ford for \$27,428 each or reverse the decision to purchase any vehicles. It was noted this item will be taken up for action on the regular agenda.

The Oshtemo Township Board public comment session was held at the Township Hall. Supervisor Van Dyke called the meeting to order at 6:00 p.m.

Guests: Members of the Kalamazoo County Road Commission, Jeffrie Maddox, Dennis Berkebile, Daniel Moyle, and Kenneth Oscarson were present along with Managing Director Joanna Johnson. Discussion was held regarding current road projects and KCRC policies and procedures.

Public Comment: Ed Woodams provided information regarding an initiative to gather petition signatures to place a proposal on the ballot for a part time legislature.

The public comment session was adjourned at approximately 6:45 p.m.

Supervisor VanDyke called the regular meeting to order at 7:00 p.m.

PRESENT:

Supervisor John VanDyke
Clerk Deb Everett
Treasurer Nancy Culp
Trustee James Grace
Trustee Stan Rakowski
Trustee Neil Sikora

Also present was James Porter, Township Attorney, Marc Elliott, Township Engineer, Senior Planner Mary Lynn Bugge, Interim Fire Chief Paul Karnemaat and six interested people.

Motion by Grace, second by Rakowski to approve the March 11th regular meeting minutes. Carried.

Income to the General and Fire Funds of \$2,375,437.39 and disbursements of \$158,850.79 were reported. Motion by Rakowski, second by Sikora to accept the receipts and disbursements report. Carried.

CITIZENS COMMENTS

None.

LOT SPLIT – PINE ACRES

Senior Planner Bugge presented a request for lot split and combination concerning Units 14, 15 and 16 of the Pine Acres site condominium development. She advised approval is sought to allow the combination of the north 70 feet of Unit 15 with Unit 14 and the remaining south 30 feet of Unit 15 with Unit 16. Ms. Bugge advised all three units are vacant, the development will remain in compliance with density requirement, each resulting lot has frontage on a public or private street, access to public utilities, and conforms to requirements of the Land Division Act and Township Ordinances. She commented should the split be approved it should be subject to the applicant providing legal descriptions of the revised units for Township review and the split and combination evidenced by a recorded deed for each redescribed unit.

Motion by Grace, second by Sikora to approve the unit split and combination subject to the applicant providing legal descriptions of the revised units for Township review and the split and combination evidenced by a recorded deed for each redescribed unit. Carried.

DDA PROPOSAL – PARKVIEW/STADIUM IMPROVEMENTS

Terry Schley, Chairman for the Downtown Development Authority (DDA) presented a request for funding for a landscape enhancement and beautification project for the area in front of the Oshtemo Community Center at Parkview and Stadium. He advised the DDA has committed up to \$20,000 for the project and asked the Board to consider additional funding through the anticipated Metro Act receipts for 2008 and the Parks fund.

Discussion included favorable comments by Board members in support of the project. It was noted the annual Metro Act payment has been between \$11,000 - \$13,000 each year and perhaps some Park funds could be reallocated for the project. It was noted a final proposal would return to the Board for approval.

Mr. Schley commended Planning Department staff for their efforts regarding this project and other DDA related business.

Motion by Grace, second by Sikora to authorize use of the Metro Act funding for 2008 and reevaluate the Park fund budget for funding for the proposed project. Carried.

FIRE DEPARTMENT VEHICLE PURCHASE

Interim Chief Karnemaat reviewed the information provided at the work session regarding the misunderstanding of the quotes received for the purchase of three SUV's for the Fire Department previously approved at the March 11th meeting.

Motion by Rakowski, second by Grace to purchase Ford Expeditions from Seelye Ford in the amount of \$27,428 each. Motion failed with Rakowski, Grace, and Everett voting yes, Culp, Sikora, and VanDyke voting no.

Motion by Sikora, second by VanDyke to purchase the GMC Yukon XL's from Red Holman Pontiac GMC in the amount of \$29,930 each. Motion failed with Sikora, Everett, and VanDyke voting yes, Culp, Grace, and Rakowski voting no.

There was lengthy discussion regarding purchasing from a local dealer versus the dealer in Oakland County. It was noted all maintenance would be done locally.

Motion by Sikora, second by VanDyke to purchase the GMC Yukon XL's from Red Holman Pontiac GMC in the amount of \$29,930 each. Carried with Culp voting no.

EMPLOYEE HANDBOOK AMENDMENTS

Attorney Porter reviewed three amendments to the Employee Handbook as recommended by the Personnel Committee; clarification of flex time use and approval policy, credit card policy and paid time off benefits for part time employees.

Motion by Grace, second by Rakowski to approve the amendments to the Employee Handbook. Carried.

BOARD APPOINTMENT COMMITTEE RECOMMENDATIONS DDA VACANCY & COMMUNITY ACCESS CENTER BOARD POSITION

Trustee Sikora advised the Board Appointment Committee were recommending the following:

To fill a vacancy on the DDA, appoint Chip Everett, 4377 Olde Forest to complete the term of Jean Gagliardo expiring December 31, 2008.

To appoint to a new seat created on the Community Access Center Board due to the increased number of cable subscribers in the Township, Laurie Riley Fugate, 5997 Shadywood Drive. Hap Haasch, Executive Director of the CAC advised the local unit can determine the length of the appointment. Consensus was to establish the position with a three year term consistent with other Township boards with the current appointment running through December 31, 2008.

Motion by Sikora, second by Rakowski to appoint Chip Everett to the DDA to finish the term expiring December 31, 2008 and Laurie Riley Fugate to the CAC Board to a term expiring December 31, 2008. Carried.

ADDITION TO LIST OF FINANCIAL DEPOSITORIES

Treasurer Culp advised she would like to add The PrivateBank to the approved list of depositories for Township funds.

Motion by Grace, second by Everett to add PrivateBank to the list of approved depositories. Carried.

OTHER BUSINESS ENGINEER UPDATES

Engineer Elliott advised for bidding purposes the O'Park and 8th Street water main projects will be combined.

Mr. Elliott also advised he would like to request bids for an easement for the sanitary sewer project adjacent to the pump station at Pinehurst.

BOARD MEMBER COMMENTS

Trustee/Fire Commissioner Grace commended the Fire Department for an outstanding job during the fire at Nottingham Apartments. He also thanked assisting departments from Texas, Alamo, Kalamazoo City, Kalamazoo Township, Portage City, and Comstock. There will be a special recognition at a future board meeting.

There was no further business and the meeting was adjourned at approximately 7:40 p.m.

DEBORAH L. EVERETT
Township Clerk

Attested: John VanDyke
Supervisor