

THE CHARTER TOWNSHIP OF OSHTEMO
Township Board Meeting
April 10, 2007

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

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, Marc Elliott, Township Engineer, and 5 interested people.

Citizen Comments – Dan Thompson, 105 Echo Hills Drive, commented he was glad the board was discussing lot sizes, he believes the community has indicated what they want Oshtemo to look like and would encourage the board consider a minimum of 100 foot minimum lots.

Bernie Mein, representative of the Homebuilders of Greater Kalamazoo, requested the Board support a resolution in opposition to adding a requirement to the building code that would require fire suppression systems in residential construction. Consensus was the Board would also like input from the Building and Fire Departments; a meeting will be scheduled.

Discussion – Lot Sizes – The Board held a lengthy discussion regarding increasing minimum lot sizes. Discussion included that comments heard in the past year and most recently due to the proposed gravel pit indicate residents want more green space and less density, and development may be occurring more rapidly and differently due to the Kalamazoo Promise. There was also discussion as to what degree utilities should dictate density. Consensus of the Board was to request the Planning Commission put at the top of their work agenda as a priority:

Require single family dwellings in all zoning districts, with or without utilities to have a 100 foot minimum width at building setback. A 10% reduction could be considered for a PUD.

Define calculation of “meaningful green space” that it does not include paved areas or retention areas.

Provide design criteria and require drainage areas to appear as a natural state.

Increase minimum single family dwelling square footage to 1000 square feet.

Employee Handbook – Board review of the recommended changes to the Employee Handbook from the Personnel Committee began; it will be continued at a future work session.

The board work session was adjourned at approximately 6:55 p.m.

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

Also present were James Porter, Township Attorney, Marc Elliott, Township Engineer, Senior Planner Mary Lynn Bugge, Deputy Fire Chief Paul Karnemaat, and 9 interested people.

Motion by Grace, second by Sikora to approve the March 27th regular meeting minutes. Carried.

Income to the General and Fire Funds of \$2,601,426.97 and disbursements of \$169,172.13 were reported. Motion by Grace, second by Rakowski to accept the receipts and disbursements report. Carried.

CITIZENS COMMENTS

None.

LIQUOR LICENSE TRANSFER – 6857 WEST MAIN

An application for transfer of the liquor license for Kansas City Grill from Scott Hess to Down Boys LLC was before the Board. Applicant Ken LaPlante advised he and his partner are purchasing a franchise and have no plans to change the restaurant.

Motion by Grace, second by Rakowski to approve the liquor license transfer. Carried.

FINAL APPROVAL OF A PRELIMINARY PLAT – WESTERN WOODS

Senior Planner Bugge presented the plat of Western Woods, previously named College Park, for Step 2, Final Approval of a Preliminary Plat. She advised the proposed plat consists of 39 single family lots on 28 acres located on the northwest corner of West Main and North 5th Street, public water will be provided, density and width requirements are met, and street and lot layout had been approved with Step 1. She further advised revised construction plans had been submitted to accommodate the Drain Commissioner's request to maintain access to the drainage pond over the "field driveway" from M-43 and an easement over Lots 6 and 7, relocation of the septic system on Lot 14, and the developer's decision to add planted islands in the three permanent cul-de-sacs. She noted letters of approved had been received from the Drain Commissioner and Environmental Health Department; letters from the Kalamazoo County Road Commission and MDOT had not yet been received.

Trustee Bushouse expressed concern that the high water mark of the retention basin could effect Lot 14. Engineer Elliott and Ms. Bugge commented the pond is designed for 100 year storms and Environmental Health has approval authority for the location of the septic system.

Motion by Grace, second by Rakowski to grant Final Approval of a Preliminary Plat to Western Woods subject to the conditions of the Planning Commission approval and receipt of a letter of approval for the revised construction plans dated April 6, 2007, from the Kalamazoo County Road Commission, receipt of a letter of approval for the revised construction plans dated April 6, 2007 from MDOT, sidewalks installed or a performance guarantee posted prior to requesting final approval, all utilities placed underground, note on the plan regarding access to the drainage pond shall be revised to remove the Township from use of the easement, and evidence all fees required by other agencies have been paid. Carried.

INITIAL AID AGREEMENT – CITY OF KALAMAZOO

Deputy Chief Paul Karnemaat presented an Automatic Initial Aid Agreement with the City of Kalamazoo for consideration. It was noted a current agreement exists; the document is an update of the areas for response to and receipt of initial aid.

Trustee Bushouse commented such agreements should also be in place with Texas and Alamo Townships and the City of Portage.

Motion by Rakowski, second by Grace to approve the initial aid agreement. Carried.

MICHIGAN EMERGENCY MANAGEMENT ASSISTANCE COMPACT (MEMAC)

Deputy Chief Karnemaat presented for consideration an opportunity for the Township to participate in the MEMAC program through the Michigan State Police Emergency Management Division. He advised the purpose of the program is to provide assistance throughout the state or receive assistance locally in the event of a large scale incident. In response to board members questions, he noted the program is voluntary, if called upon for assistance response is not mandatory if local circumstances would not permit, the entity requesting assistance would reimburse expenses incurred, and Township insurance coverage would apply to our personnel and equipment. Deputy Chief Karnemaat advised Standard Operating Guidelines (SOG) are being written to define how such a request would be handled.

Motion by Grace, second by Sikora to approve participation in the Michigan Emergency Management Assistance Compact. Carried.

FIRE DEPARTMENT PURCHASE – HOSE TESTER

Deputy Chief Karnemaat presented a request for purchase of a gas operated hose testing machine. He advised the current testing machine does not hold the pressure required as outlined in the NFPA standards and does not have the capability to test 5" hose. He also noted the proposed equipment would enable testing to be completed in less time. Deputy Chief Karnemaat also advised he had contacted Alamo and Texas Townships regarding participating in the purchase and sharing the equipment; Texas Township declined and Alamo Township is considering the idea. In response to questions from Trustee Bushouse, it was noted the current equipment could be sold to a smaller department.

Motion by Rakowski, second by Sikora to approve the purchase in the amount of \$4,480.00 with the understanding it would be less if Alamo Township participates. Carried.

OTHER BUSINESS

PARK COMMITTEE RECOMMENDATION

Trustee Sikora presented a recommendation from the Park Committee to approve a proposal from Pavement Restoration in the amount of \$10,980.60 for repair, slurry seal, and striping of the Township Park parking lot.

Motion by Sikora, second by Grace to approve the expenditure. Carried.

BUILDINGS & GROUNDS COMMITTEE RECOMMENDATIONS

Trustee Bushouse presented a recommendation from the Buildings & Grounds Committee to approve a proposal from Service Wizard, LLC in the amount of \$4,134.00 for two wireless microphones and required accessories for the meeting room.

Motion by Bushouse, second by Grace to approve the expenditure. Carried.

Trustee Bushouse presented a recommendation from the Buildings & Grounds Committee to approve a proposal from Norm's Electric in the amount of \$4,815.00 for an emergency generator for the vehicle storage and maintenance buildings.

He also presented a proposal from Norm's Electric for routine maintenance service contracts for the emergency generators located all Township facilities; the contract would provide two inspections per year at \$65.00 per hour.

Motion by Bushouse, second by Grace to approve the expenditure and authorize the service contract agreements. Carried 6-1 with Culp voting no.

BOARD MEMBER COMMENTS

Trustee Rakowski commented he requested a list of foreclosed properties for 2006 from Assessor Cathy Harrell. He noted there were 24 properties on the list.

Trustee Sikora inquired if the informational mailing regarding the gravel pit had been distributed Township wide. Clerk Everett advised only the immediate area near the proposed site was mailed initially due to time constraints but the balance will be mailed.

Trustee Sikora also commented on possible cuts being discussed in Lansing could effect collection of Personal Property tax which amounts to 1.5 billion dollars a year for the state with 40% going to local government and the remainder funding schools.

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

DEBORAH L. EVERETT
Township Clerk

Attested: **JOHN VANDYKE**
Supervisor