

**THE CHARTER TOWNSHIP OF OSHTEMO**  
**Township Board Meeting**  
**August 14, 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  
Trustee Dave Bushouse  
Trustee James Grace  
Trustee Stan Rakowski  
Trustee Neil Sikora

Also present was James Porter, Township Attorney, Marc Elliott, Township Engineer, and 1 interested person.

Terry Schley, architect for the meeting room update project was present to discuss the issue of the paint finish. Consensus was the current condition was not acceptable, alternatives were discussed. A recommendation will be brought to the August 28<sup>th</sup> meeting.

Local Housing Assistance Fund – a request from the City and County was received requesting participation in a fund to provide vouchers for housing. Consensus was not to participate at this time.

Clerk Everett advised she had received a concern from a resident who lives on a dead end street attempting to sell their home feels they are negatively impacted by the ordinance provision that does not allow off site signs. Board concerns included enforcement, number of signs that could accumulate. Consensus was the Clerk would inquire how other municipalities regulate this.

Updates were provided on the following issues:

Gravel Pit – Attorney Porter advised Aggregate Industries had filed in court to dispute the Alamo Zoning Board decision.

Building Permit Bond – Supervisor VanDyke and Building Official Horton will be holding further discussion with the Home Builders Association.

KSCD Contract for 2008 – Supervisor VanDyke has held preliminary discussion with county officials.

Large group use of Township parks – the Park Committee will discuss this issue.

2008 Budget workshops were scheduled for September 21<sup>st</sup> and October 2<sup>nd</sup>.

The board work session was adjourned at approximately 6:50 p.m.

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

Also present were Marc Elliott, Township Engineer, Senior Planner Mary Lynn Bugge, Associate Planner Brian VanDenBrand, Building Official Bob Horton and 7 interested people.

Motion by Grace, second by Rakowski to approve the July 10<sup>th</sup> regular meeting minutes as presented. Carried.

Income to the General and Fire Funds of \$122,953.04 and disbursements of \$443,871.37 were reported. Motion by Grace, second by Rakowski to accept the receipts and disbursements report. Carried.

**CITIZENS COMMENTS**

Jim Sterenberg, 4110 Oakharbor Street, commented on the increased truck traffic on North 10<sup>th</sup> Street encouraged the board to take the steps necessary to implement it as soon as possible. It was noted there will be a meeting with the Kalamazoo County Road Commission on August 21<sup>st</sup> to discuss this issue.

Larry Glass, 6617 West G Avenue, noted he followed a gravel truck on North 10<sup>th</sup> Street going at least 60 mph. He also commented he had been attending Alamo Township Board and Zoning Board meetings for the past eight months and it is a pleasure to be an Oshtemo Township resident.

Wyatt Vondran, 3419 South 9<sup>th</sup> Street, commented he felt Building Official Horton has improved the standard of building in the Township and would like to see him in the field more often. He also expressed concerns regarding renovations being done to a building on South 9<sup>th</sup> Street originally renovated for office space and now being converted to residential use.

Joe Gimmel, 3300 North 10<sup>th</sup> Street, commented he counted 52 gravel trucks during a three hour period on July 7th and also commented the truck route ordinance should be amended to prohibit use of engine brakes.

#### **TENTATIVE APPROVAL OF A SITE CONDOMINIUM – O’PARK**

Associate Planner VanDenBrand presented a request from Craig and Connie Cooley for Tentative Approval of a Preliminary Plan, Step 1 approval for the O’Park Residential Site Condominium consisting of 4 single family sites on approximately 4 acres located on the southwest corner of Stadium Drive and O’Park Street. He advised the Planning Commission reviewed the proposed plan and recommends approval subject to plans stamped by a registered professional engineer, approval from the Kalamazoo County Road Commission for driveways to Units 1, 2, and 4, direct access to Stadium Drive is prohibited, review and approval of Master Deed and Bylaws by the Township, bike path on Stadium Drive installed or monies escrowed, encourage applicant to preserve as many trees as possible and the sidewalk requirement for O’Park Street waived. Mr. VanDenBrand also commented public water and sewer utilities exist along Stadium Drive and will be provided to Unit 4 with water and sewer for Units 1, 2, and 3 provided by well and septic subject to Kalamazoo County Health Department approval. He further advised all sites meet dimensional requirements, the existing home on Unit 3 meets all setback requirements, provisions for a bike path along Stadium Drive, street lights are indicated on the plan, and stormwater will be maintained on each individual site. He also commented approval should be subject to the Planning Commission conditions and dedication of a 10 foot utility easement along each street. He noted Step 1 fees have been paid.

Trustee Bushouse noted the Sewer/Water Committee had not held any discussion on this project and inquired if all the sites could be connected. Engineer Elliott advised he felt they could. Consensus was the matter should be referred to committee for review.

Motion by Grace, second by Rakowski to grant Tentative Approval of a Preliminary Plan, Step 1 approval subject to the Planning Commission approval conditions, dedication of a 10 foot utility easement along each street and the Sewer/Water Committee to review for for connection of Units 1, 2, and 3. Carried.

#### **OSHTEMO RIDGE PHASE 1 SEWER CONSTRUCTION**

Engineer Elliott presented a recommendation for construction of a sanitary sewer extension to be constructed by the Township in a public easement located on a parcel owned by Consumers Energy to serve phases 1 and 2 of the Oshtemo Ridge development by Allen Edwin Homes. He noted no other user is anticipated, the Township facilitated acquisition of the easement as an alternative to a developer built public sanitary sewer pump station; purchase of easement has been paid by AEH as will the cost of the sewer extension. Mr. Elliott advised AEH has selected Balkema Excavating as their contractor who has presented a proposal of \$60,395 for the off site portion of the sanitary sewer. He recommended the Board authorize execution of a standard sewer contract with Balkema Excavating to include Township bonds and insurance to construct the proposed public sewer extension to the AEH property, contingent upon receipt of the funds from AEH for the sewer extension project costs.

Motion by Grace, second by Sikora to the authorize the contract as recommended by the Engineer, contingent upon the funds being received prior to commencement of the project. Carried.

#### **RELEASE OF EASEMENT – SOUTH 9<sup>TH</sup> STREET**

A memo from Attorney Porter advised it had come to his attention the Township along with the Kalamazoo County Road Commission acquired a stormwater easement along 9<sup>th</sup> Street in 1969 and the KCRC as part of the 9<sup>th</sup> Street reconstruction between KL Avenue and Stadium Drive scheduled for next year, is changing the proposed easement, however, per previous discussions regarding Phase II stormwater, the Township does not wish to retain or maintain any stormwater facilities. His recommendation was the Board approve a Relinquishment of Easement be executed along with Kalamazoo County to terminate a portion of the easement and a General Release of Easement for any remaining portion of the stormwater easement interest held by the Township.

Motion by Sikora, second by Everett to execute the relinquishment and release of easements as recommended by the Township Attorney. Carried.

#### **BUILDING DEPARTMENT REQUEST – VEHICLE PURCHASE**

Building Official Horton presented a proposal for purchase of a vehicle for use by the Building Department. He advised currently there is only one vehicle assigned to the department and with the recent addition of a full time building inspector another vehicle is needed. He noted other vehicles have over time been assigned to other departments. He also advised funds had been budgeted for the past few years for vehicle purchase.

Board member concerns included the lack of information provided in the three quotes, and questioned if all the other Township vehicles are used on a regular basis such that a share arrangement could not be used.

Motion by Grace, second by Sikora to table this item to the August 28<sup>th</sup> agenda for more information. Carried.

### **EMPLOYEE HANDBOOK UPDATE**

Trustee Bushouse advised the Personnel Committee had been working on revisions and updates to the Employee Handbook for some time and recommended the Board approve those indicated. He advised further amendments can be made as needed but at this time the revised document needs to be in place.

Motion by Grace, second by Bushouse to approve the recommended revisions and updates to the Employee Handbook as recommended by the Personnel Committee. Carried.

### **CEMETERY ORDINANCE TEXT AMENDMENTS**

Clerk Everett presented proposed text amendments to the Cemetery Ordinance that remove references to a sexton, and clarify regulations regarding markers, interments, and burial containers.

Motion by Sikora, second by Bushouse to accept the proposed text amendments for First Reading and set Second Reading for August 28<sup>th</sup>. Carried.

### **TRUCK ROUTE SIGNAGE**

A proposal from Sign Impressions for signage to designate the no truck routes in the Township was before the Board. Trustee Bushouse felt another bid should be sought. There was also discussion this item should be tabled until the discussion with the Kalamazoo County Road Commission took place regarding placement of the signs. There was also discussion to address the concerns expressed earlier regarding the use of engine brakes.

Motion by Bushouse, second by Grace to table this item to the August 28<sup>th</sup> agenda and direct the Township Attorney to draft an amendment to the Truck Route Ordinance to prohibit use of engine brakes. Carried.

### **OTHER BUSINESS**

#### **PARK ORDINANCE TEXT AMENDMENTS**

Trustee Sikora presented proposed text amendments to the Park Ordinance to include all properties owned by the Township used or to be used for park purposes. He noted the current ordinance only included the Oshtemo Township Park and Flesher Field. The amendments would add the Oshtemo Community Center, the Drake House, the Grange Hall, the Old Township Hall, and the parcel on West KL Avenue. It was noted the property on Stadium Park Way should also be included.

Motion by Sikora, second by Rakowski to accept the proposed text amendments for First Reading and set Second Reading for August 28<sup>th</sup>. Carried.

### **BOARD MEMBER COMMENTS**

Trustee Bushouse commented he had a resume for a possible contracted plumbing inspector he would bring to the Personnel Committee.

Trustee Sikora commented he appreciated the sewer and water project update list from the Engineer.

Trustee Rakowski commented a residence on North 9<sup>th</sup> had a sign advertising indoor storage.

There was no further business and the meeting was adjourned at approximately 8:10 p.m.

**DEBORAH L. EVERETT**  
Township Clerk

Attested: **JOHN VANDYKE**  
Supervisor