

**THE CHARTER TOWNSHIP OF OSHTEMO**  
**Township Board Meeting**  
**December 12, 2006**

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 Bob Snell and Marc Elliott, Township Engineers, Planning Director Jodi Stefforia, and Senior Planner Mary Lynn Bugge.

**Discussion – Engineering Consultant** – Discussion was held regarding the Township’s engineering firm Prein & Newhof also acting as engineer for developers. Engineer Elliott advised potential clients are made aware that they will represent the Township’s interests first. This will continued to be studied.

**Discussion – Various Text Amendments** – Planning Director Stefforia reviewed a lengthy list of Zoning Ordinance text amendments recommended by the Planning Commission. She noted they are a compilation of more than two years of observations and comments made by various board members. They included changing all uses in the Village Commercial District to Special Exception Uses to provide review of new development by the Planning Commission while text for the Form Based Code is being formulated. Other amendments included definition for financial institutions, modify definition for office, references to permitted and special uses in the RR, R-1, R-2, C-1, and I-1 districts, signage at access points to public roads, various sign ordinance amendments, private street requirements, setback requirements for accessory buildings, relief for width to depth ratio approval by Planning Director, parking of commercial vehicles, encourage use of pervious payment and limitation of additional parking, parking of vehicles for sale, add new classification of C+ to greenspace requirements, dumpster enclosure requirements, amend storm water management standards and soil erosion control standards, various lighting ordinance amendments, authorize Planning Director to approve accessory building site plans, and amend home occupation ordinance regarding accessory building size. *(Full text filed in Supplement to Minutes.)*

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 Bob Snell and Marc Elliott, Township Engineers, Planning Director Jodi Stefforia, and 5 interested people.

Motion by Sikora, second by Grace to approve the November 28<sup>th</sup> regular meeting minutes. Carried.

Income to the General and Fire Funds of \$91,860.12 and disbursements of \$280,081.29 were reported. Motion by Rakowski, second by Sikora to accept the receipts and disbursements report. Carried.

**CITIZENS COMMENTS**

Larry Glass, 6617 West G Avenue, commented he was concerned about the proposed gravel pit to be located on the north side of G Avenue in Alamo Township. Attorney Porter advised the Township is aware and also concerned, will encourage Alamo Township to perform a focused review and will be looking at the traffic impact for Oshtemo residents.

## **VARIOUS ZONING ORDINANCE TEXT AMENDMENTS**

The text amendments reviewed at the work session were now before the Board for consideration. Motion by Culp, second by Grace to accept the text amendments for First Reading and set Second Reading for January 9<sup>th</sup>. Carried.

### **REZONING – SOUTH 8<sup>TH</sup> STREET – I-1 TO RR**

A recommendation from the Planning Commission for approval of a request to rezone the rear 20 acres of a 33 acre parcel located on the west side of South 8<sup>th</sup> Street and abutting KL Avenue for 66 feet on the south end, from I-1 Industrial to RR Rural Residential was before the Board for Second Reading.

Motion by Grace, second by Rakowski to approve the rezoning. Carried.

## **PUBLIC HEARING – 2007 BUDGET**

### **GENERAL FUND PUBLIC HEARING**

There was no public comment.

Motion by Sikora, second by Rakowski to adopt the 2007 General Fund Budget. Roll call showed Bushouse-yes, Culp-yes, Everett-yes, Grace-yes, Rakowski-yes, Sikora-yes, VanDyke-yes.

### **POLICE PROTECTION SPECIAL ASSESSMENT PUBLIC HEARING**

There was no public comment.

Motion by Culp, second by Grace to adopt the Police Protection Special Assessment Resolution for 2007. Roll call showed Culp-yes, Everett-yes, Grace-yes, Rakowski-yes, Sikora-yes, VanDyke-yes, Bushouse-yes.

### **STREET LIGHT SPECIAL ASSESSMENT PUBLIC HEARING**

There was no public comment.

Motion by Grace, second by Culp to adopt the Streetlight Special Assessment Resolution for 2007. Roll call showed Everett-yes, Grace-yes, Rakowski-yes, Sikora-yes, VanDyke-yes, Bushouse-yes, Culp-yes.

### **FIRE PROTECTION SPECIAL ASSESSMENT PUBLIC HEARING**

There was no public comment.

Motion by Grace, second by Rakowski to adopt the Fire Protection Special Assessment Resolution 2007. Roll call showed Grace-yes, Rakowski-yes, Sikora-yes, VanDyke-yes, Bushouse-yes, Culp-yes, Everett-yes.

## **RESOLUTIONS - OFFICIALS SALARIES**

Motion by Sikora, second by Grace to adopt the resolution establishing the Supervisor salary at \$61,833.00 for 2007. Roll call showed Rakowski-yes, Sikora-yes, VanDyke-abstain, Bushouse-yes, Culp-yes, Everett-yes, Grace-yes.

Motion by Grace, second by Sikora to adopt the resolution establishing the Clerk salary at \$61,833.00 for 2007. Roll call showed Sikora-yes, VanDyke-yes, Bushouse-yes, Culp-yes, Everett-abstain, Grace-yes, Rakowski-yes.

Motion by Grace, second by Sikora to adopt the resolution establishing the Treasurer salary at \$61,833.00 for 2007. Roll call showed VanDyke-yes, Bushouse-yes, Culp-abstain, Everett-yes, Grace-yes, Rakowski-yes, Sikora-yes.

Motion by Bushouse, second by Everett to adopt the resolution establishing the Trustee salary at \$1800.00 per year plus \$50.00 per meeting for 2007. Roll call showed Bushouse-yes, Culp-yes, Everett-yes, Grace-yes, Rakowski-yes, Sikora-yes, VanDyke-yes.

It was noted there has been no increase for Trustees for the past several years.

### **2006 BUDGET ADJUSTMENTS**

Adjustments to the 2006 budget prepared by Clerk Everett and Accountant Joe Walls were presented.

Motion by Culp, second by Sikora to approve the 2006 budget adjustments. Carried.

### **APPOINTMENT OF ACCOUNTING & ENGINEERING CONSULTANTS – 2007**

The annual appointment of accounting and engineering consultants was before the Board.

Motion by Bushouse, second by Rakowski to retain Siegfried, Crandall P.C. as Township accountants and Prein & Newhof as Township Engineers for 2007. Carried.

### **APPOINTMENT OF FINANCIAL DEPOSITORIES FOR 2007**

Treasurer Culp presented a list of depositories for Township funds for 2007.

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

### **2007 MEETING DATES**

Township Board 2007 Meeting Dates - 2nd Tuesdays - 5:00 p.m. Board Work Session, 7:00 p.m. Regular Meeting and 4th Tuesdays - 6:00 p.m. Public Comment Session, 7:00 p.m. Regular Meeting except there will be no second meeting in January, May, July, and December.

Joint Meetings with Planning Commission and ZBA - 6:00 p.m. on February 20, May 22, and September 18

Motion by Sikora second by Grace to set the meeting dates for 2007 as presented. Carried.

### **OTHER BUSINESS COMPUTER SERVER**

Treasurer Culp presented a proposal for a new computer server and tape backup system with additional storage capabilities, mail exchange and interactive calendar program. She advised the current tape backup system can be utilized for files that are scanned and currently only stored on a hard drive. She further advised the total project expenditure would be approximately \$15,000 and had been planned for in the 2007 budget.

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

### **AMEND PARKING VIOLATIONS ORDINANCE**

Attorney Porter presented amendments to the Parking Ordinance which would increase fines for parking in a marked handicap space to \$150.00, parking in a marked fire line to \$40.00, parking illegally in the Township's parks to \$60.00, and all other parking violations to \$20.00.

Motion by Everett, second by Sikora to accept the amendments for First Reading and set Second Reading for January 9<sup>th</sup>. Carried.

### **BOARD MEMBER COMMENTS**

Trustee Bushouse commented he would be bringing two items to the Personnel Committee concerning the positions of Ordinance Enforcement Officer and Community Development.

Trustee Sikora advised he had discussions with a representative of the Kalamazoo Public Library regarding their interest in using the Oshtemo Community Center as a location for the Reading Together Program. Consensus was the Parks Committee should use their discretion in accommodating the request with a reminder to KPL a reciprocal agreement might be requested in the future.

He also advised the Parks Committee has referred the Drake House driveway matter to the Township Attorney.

Trustee Grace commented the cable bill has passed both the State House and Senate; more information will be forthcoming on the impact to local units. He also advised the Community Access Center will be conducting a capital campaign and inquired regarding donations. Attorney Porter advised the municipality cannot make gifts to such causes.

Trustee Rakowski advised he has received comments from residents that the audio of the Township meetings cannot be heard when broadcast.

He also commented the economic outlook for the State is bleak for the next couple of years; Township employees should keep this in mind regarding pay increases.

Mr. Rakowski also commented he has attended the Alamo Township meetings regarding the proposed gravel pit and will continue to do so and report to the Board.

Mr. Rakowski's final comment for 2006 – Merry Christmas to all!

There was no further business and the meeting was adjourned at approximately 8:05 p.m.

**DEBORAH L. EVERETT**  
Township Clerk

**Attested: JOHN VANDYKE**  
Supervisor