

**THE CHARTER TOWNSHIP OF OSHTEMO**  
**Township Board Meeting**  
**October 27, 2015**

The Oshtemo Township Board public comment session was held at the Township Hall. Supervisor Heiny-Cogswell called the meeting to order at 5:30 p.m.

**PRESENT:**

Supervisor Libby Heiny-Cogswell  
Clerk Deb Everett  
Treasurer Nancy Culp  
Trustee Nancy Carr  
Trustee Dusty Farmer  
Trustee Zak Ford  
Trustee Grant Taylor

Also present was Township Attorney James Porter, Public Works Director Marc Elliott, Planning Director Julie Johnston, Assessor Kristine Biddle, and KCSD Lt. Troy Faulk.

**Road Commission of Kalamazoo County** – Road Commissioners Daniel Moyle and Deb Buchholtz, Managing Director Joanna Johnson, Project Operations Director Travis Bartholomew and Project Superintendent Mark Worden were present. Informational items included funding sources, methods of road maintenance, and Township roads condition survey.

**Introduction of Assessor** – Supervisor Heiny-Cogswell introduced newly appointed Assessor Kristine Biddle. Ms. Biddle advised she has corrected one of the three items outstanding from the audit conducted by the State Tax Commission in 2014 and is currently working to correct the other two.

**Discussion–Sanitary Sewer** – Attorney Porter provided information regarding assistance available from the State to help qualifying residents pay sewer/water connection fees. Further discussions will be held at the next Board work session.

The public comment session was adjourned at approximately 6:50 p.m.

Supervisor Heiny-Cogswell called the regular meeting to order at 7:05 p.m.

**PRESENT:**

Supervisor Libby Heiny-Cogswell  
Clerk Deb Everett  
Treasurer Nancy Culp  
Trustee Nancy Carr  
Trustee Dusty Farmer  
Trustee Zak Ford  
Trustee Grant Taylor

Also present was Township Attorney James Porter, Public Works Director Marc Elliott, KCSD Lt. Troy Faulk, Fire Chief Mark Barnes and approximately 15 interested people.

**CITIZEN COMMENTS**

None.

**CONSENT AGENDA**

- a) August 12<sup>th</sup> Regular Meeting Minutes
- b) Receipts & Disbursements Report
- c) Update on Parks Capital Campaign
- d) Update on Greenways Corridor Planning

Supervisor Heiny-Cogswell requested items c and d be removed; information had already been provided or would be soon and did not need to be on the agenda.

Trustee Carr requested items a and b be removed.

Item a) In response to her questions, Attorney Porter advised resolutions require a roll call vote, Board policy determines how votes for other motions are handled, Board members are required to vote, if there is no response when asked if any Board member opposes a motion, the vote is recorded as a yes.

Motion by Taylor, second by Farmer to approve the minutes of the October 13<sup>th</sup> meeting. Carried 7-0.

Item b) In response to her question, she was advised the payment from KABA is reimbursement of the start up costs the Township provided.

Motion by Carr, second by Farmer to approve the Receipts & Disbursements report. Carried 7-0.

#### **PRESENTATION – RETIRED FIRE DEPARTMENT LT. SCOTT PADDOCK**

State Representatives Jon Hoadley and Brandt Iden presented a State tribute in recognition of recently retired Lt. Paddock's 40 years of service to the Fire Department.

#### **AUDIO-VISUAL UPGRADES/REPLACEMENTS – TOWNSHIP HALL & FIRE STATION NO. 2**

Treasurer Culp and IT Consultant Jon Gibson presented proposals to upgrade/replace audio visual equipment in the Township Hall meeting room and training room at Fire Station No. 2. The system at Station No. 2 is 15 years old and most of the hardware has failed. PMN will be replacing the recording equipment in the Township meeting room and some upgrades to the Township equipment will be needed; there would also be improvements to the sound system. They advised quotes were sought from four vendors with three responding. In response to Board members questions, it was noted the training room is used regularly, the old and new equipment will not be compatible, and the new items would be under warranty.

Motion by Culp, second by Farmer to accept the proposal from Intaglio, approve an expenditure not to exceed \$58,000 and amend the budget accordingly. Carried 6-1 with Carr voting no.

#### **PUBLIC INFORMATIONAL SIGN ORDINANCE – FIRST READING**

A proposed Public Informational Sign Ordinance was before the Board for Second Reading; permission had been sought from the Road Commission of Kalamazoo County (RCKC) to install neighborhood watch signs in the right of way; the request was denied since the Township does not have an ordinance to authorize such signs. Permitted signs would include public facilities, parks, trails, drug free zones, neighborhood watch, adopt-a-road, emergency services, public transportation, school/university, historic markers and others deemed as public informational signs by the Township.

Motion by Everett, second by Culp, to adopt the ordinance. Carried 7-0.

#### **WATER CONNECTION ORDINANCE – FIRST READING**

Attorney Porter presented a proposed amendment to the Public Water Service Ordinance to require connection where public water is reasonably available, described as within 200 feet, and not permit new private wells for either new or existing buildings.

Motion by Taylor, second by Ford to accept the ordinance for First Reading and set Second Reading for November 10<sup>th</sup>. Carried 7-0.

#### **REZONING REQUEST – NORTH 7<sup>TH</sup> STREET – AG TO RURAL RESIDENTIAL – SECOND READING**

A recommendation from the Planning Commission for approval of a rezoning request for 5.97 acres from AG Agricultural to RR Rural Residential was before the Board for Second Reading. The property is located on North 7<sup>th</sup> Street and is part of two 40 acre parcels of farmland; to ensure the remaining parcels do not fall below the 40 acre AG zoning requirement, they would be combined and the request is consistent with the Master Land Use Plan.

Motion by Taylor, second by Everett to approve the rezoning. Carried 7-0.

**BOARD MEMBER COMMENTS**

Trustee Taylor encouraged all to vote on November 3<sup>rd</sup> in support of the millage question.

Supervisor Heiny-Cogswell advised in a meeting with Kalamazoo Public Schools officials, Superintendent Rice thanked the Township for the sidewalks on North Drake Road; he sees students using them and appreciates the safety for them.

Supervisor Heiny-Cogswell advised leaf drop off days will be November 7<sup>th</sup> and 21<sup>st</sup> from 9:00 a.m. to 3:00 p.m. at the Township Hall.

She also advised the grand opening of the new Grange playground will be held on Friday, October 30<sup>th</sup> at 4:30 p.m.

Clerk Everett advised Oshtemo Rotary will be holding a fund raiser on Wednesday, October 28<sup>th</sup> from 5:00 p.m. to 8:00 p.m. at Texas Corral.

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

**DEBORAH L. EVERETT**  
Township Clerk

**Attested: ELIZABETH HEINY-COGSWELL**  
Township Supervisor