



Capital Improvements Committee

October 20, 2020

MEETING SUMMARY

A meeting of Capital Improvement Committee of Oshtemo Township was held on Tuesday, October 10, 2020 at 1:00 PM. Due to Executive Order of the Governor to implement social distancing during the COVID-19 public health crisis, the meeting was conducted as a virtual meeting via Zoom. Persons in virtual attendance included Libby Heiny-Cogswell, Marc Elliott, Zak Ford, Anna Horner, Matt Johnson, Tim Mallett, Bernie Mein, Josh Owens, Grant Taylor, and Tom Wheat.

1. Call to Order. The October 20, 2020 meeting of the Capital Improvements Committee of Oshtemo Township was called to order at approximately 1:00 PM by Libby Heiny-Cogswell.
2. Meeting Summary. Members reviewed the meeting summary for July 28, 2020. No correction or edits were noted and the summary was approved.
3. Sewer Bond Ballot Question. Due to a citizens' petition for a right of referendum, the phase 1 sewer project is currently on hold, pending results of a Sewer Bond question before Oshtemo voters on the November 3rd ballot. Staff reviewed various efforts underway to educate voters and to describe to purpose of the bond.
4. Kalamazoo Regional Commission for Water and Wastewater. Staff shared with members that after years of dedicated pursuit of a new water contract with the City of Kalamazoo, the KRCWW has achieved an agreement among the parties regarding a new contract. The core language of a new contract has been resolved. In the next few weeks the final language will be reviewed/edited, plus the final draft of several appendices will be incorporated into the contract. The KRCWW is therefore pursuing development an outreach and education effort to present and describe the agreement to elected Township Official decision-makers.
5. SAW Grant (Sanitary Sewer Asset Management Planning). An overview of the SAW project and status report was presented. Staff and Prein&Newhof representatives outlined the inspection and assessment of the Township's sanitary sewer capital assets that was initiated three years earlier. From that basis, an asset management plan was developed which identifies specific sanitary system repairs, replacement and maintenance activities. A long-term schedule for the work was subsequently developed, based upon priority and criticality judgements of the engineering consultants. Finally, municipal financial consultants reviewed historic sanitary sewer fund revenues & expenditures in order to develop a recommended financing strategy. Because this study yielded significant information, the next two meetings of the Township Board are scheduled to have the overall SAW project presented over two meetings of the Board.
6. 2021 Budget and 2021 Capital Improvement Plan. The next meeting of the Township Board is scheduled to review and present to the public for comment the proposed 2021 Township Budget. The Budget is the culmination of months of public work by the Board in various work sessions with staff and others to review needs. The 2021 Capital Improvement Plan will also be reviewed by the Board at their next meeting. Noteworthy is that the SAW developed list capital project expenditures for 2021 are currently incorporated in the draft 2021 CIP. CIC members are encouraged to review the Board Meeting Packets in advance of the meeting and to attend this important meeting of the Township Board via zoom. A formal public hearing on the 2021 Budget is anticipated to be held on November 10th.

7. Illustrative CIP. In addition to the 2021 CIP plan, an additional 5-year illustrative capital project plan, extending to 2026, was distributed to CIC members in advance of their October 2020 meeting. It was noted that the November 3rd ballot referendum to issue Sewer Bonds, and whether it is approved by voters or not, will have a significant impact on the sewer projects currently illustrated.
8. Public Works and Capital Project Updates. Staff presented brief updates to members on projects currently underway.
 - South 8th St Grade Lift. The project to raise the grade of 8th Street out of its flood-condition has been completed. Photos of the completed project and it's being open to traffic were provided.
 - North 10th St Manhole Repair. The source of disturbing traffic noise associated with a specific manhole was described. Oshtemo contracted with the Road Commission of Kalamazoo County (RCKC) and they have completed the noted pavement repairs. Pavement repairs was the needed work because HMA settlement had been determined to be the cause of the problem.
 - 2020 PAR Paving Projects. Progress of the RCKC and Oshtemo jointly financed "PAR" pavement repairs and chip-seals within the Township were reviewed.
 - Drake Road Non-Motorized Pathway. This project was described as being close to wrapping up. The final concrete work is scheduled for today.
 - Stadium Drive Sidewalk. This project was described as essentially complete. The contractor will be responsible for restoration through to the spring, should the dormant seeding fail to be properly established.
 - Public Water Service. Staff described several new and ongoing efforts related to the water system O&M.
 - i. City installation of new automatic line flushers
 - ii. City's fall flushing of public water mains
 - iii. Oshtemo FD's Hydrant Operation/Inspection Project
9. Member Comments & Information Items. (none)
10. Next Meeting. The next regularly scheduled meeting of the Oshtemo Township Capital Improvements Committee (CIC) will be held January 19, 2021 at 1:00 PM.