



Capital Improvements Committee

November 17, 2020

MEETING SUMMARY

A special meeting of Capital Improvement Committee of Oshtemo Township was held on Tuesday, November 17, 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, James Porter, Ryan Russell, Dick Skalski, Tom Wheat, and Mark Worden.

1. Call to Order. The November 17, 2020 special meeting of the Capital Improvements Committee of Oshtemo Township was called to order at approximately 1:00 PM by Libby Heiny-Cogswell.
2. 2021 Utility Connection Fees. Prein&Newhof reviewed current construction cost and provided an analysis for the connection fees needed to recover both Sewer and Water utility extensions. As with prior years, the fees included scenarios of three development densities by varying the typical frontage length. Upon discussion, the members unanimously elected to recommend the provided fee increases be recommended to the board for approval and adoption.
3. SAW Project & Board Adjusted Sewer Surcharge. Upon review of a SAW presentation from Prein&Newhof representatives, and the associated Capital Asset Management Plan for sanitary sewers that was developed through the State of Michigan SAW grant, the Oshtemo Board did adopt a resolution to set the sewer utility surcharge at 16% at their November 11th meeting. This represents a quarterly service of about \$3 to \$4 per household customer.
4. Phase 1 Notice – Connection availability now unknown. Phase 1 properties, having been previously notified of anticipated sewer availability shall be noticed that the proposed project is on-hold due to the bond sale not being approved by voters. Since the public sewer extension will not be available, the mandatory connection notice is being rescinded.
5. Mandatory Sewer Connection Program. The "300" properties where existing sewer service is available were notified in June of a Covid-19 related suspension of the Township's enforcement of the mandatory connection requirement. A Re-Notice program was outlined with the intent of distributing notices after the holidays. The goal is to have service connections completed during 2021. A connection date of August 31, 2021 was recommended by staff, provided everyone has the minimum 24 months by statute. (Some properties were renoticed with a second/later date for circumstances such as ownership change.)
6. November 3rd Ballot Results. Members reviewed and discuss results of the November 3, 2020 voter referendum to issue municipal bonds for the planned Phase 1 extensions of public sewers into older neighborhoods of the Township. The bond issue was defeated. Staff reported they were unsure if USDA is able to reserve the funding. The Committee was in agreement that the proposed sewer projects are important to the Township. Staff and the Board should work to see if other capital funding may be possible and supported by the citizens. It was a general consensus that voter likely did not understand the question or how they may be affected by the bond. Heiny-Cogswell shared that she was working with outside professional to explore a survey that may help the community and the Board discover citizens' interests and understandings. The

Township has periodically conducted such needs/interests surveys. It is timely (2021) to do another survey.

7. Meeting Summary. The meeting summary of the October 20th meeting had not been disturbed with the original agenda as it was not available at the time of notice. However, a draft summary was distributed in the morning of November 11th and added as a new agenda item. Upon member review, approval of the meeting summary for October 20, 2020 was motioned by Porter and seconded by Ford. The summary was unanimously approved.
8. Member Comments & Information Items. Mein recommended that a street light be considered for the intersection of W. Main and 6th Street. He also wondered if it might be appropriate to approach MDOT to see if a traffic control light can be installed at the Fire Department to facilitate safer entrance onto the highway of emergency responders.
9. 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.