

THE CHARTER TOWNSHIP OF OSHTEMO
Work Session
February 13, 2018
6:00 PM

The Oshtemo Township Board Work Session was held at the Township Hall. Supervisor Heiny-Cogswell called the meeting to order at approximately 6:00 PM.

PRESENT:

Supervisor Libby Heiny-Cogswell
Clerk Dusty Farmer
Treasurer Nancy Culp
Trustee Dave Bushouse
Trustee Deb Everett
Trustee Zak Ford
Trustee Ken Hudok

Also present were Attorney Jim Porter, Public Works Director Marc Elliott, Lt. Troy Faulk and approximately 9 interested people.

Public Comment

No public comment.

Update from Kalamazoo County

Lt. Faulk presented the January 2018 Oshtemo Police Report. He also addressed the mail thefts that have been increasing in the area. He reminded the Board that if people see suspicious activity, they should call the police immediately. He also reported that zone dispatch of police officer has commenced when staffing is available.

Street Lighting Upgrades

Supervisor Heiny-Cogswell presented the conceptual costs for replacing Cobra Head streetlight fixtures with LED lights. The Board consensus was that the Township should pursue replacement and to look at streetlights in new developments. The Board would also like the Planning Commission to look at zoning requirements for street lights.

Public Comment: The Board was advised that the street light at the corner of H Ave and 10th St. is not strong enough to light a bus stop at a nearby church. The Board discussed working internally and with the school district and church to make the area safer. Treasurer Culp will follow up with Kalamazoo Public Schools and the church.

Sidewalk Funding

Public Works Technician Jamie Baker shared the results from a design charrette on 2/12/2018 to help determine which areas in the Township would benefit from sidewalk installation in conjunction with sewer installation: Beech Avenue, Sky Ridge neighborhood, Green Meadow, Fairlane neighborhood, Meridian/Sunset, Whitegate Farms, part of West Michigan, and Oshtemo Woods/Venture Drive to Quail Run. He also discussed finishing the 10 ft. path in front of the Township Hall.

Attorney Porter shared his memo to the Board that explained the limitations for a millage proposal for multiple capital improvement projects, and the option to levy an additional 4 mills to the existing charter millage.

Board consensus is to continue pursuing information to retrofit neighborhoods during neighborhood sewer installation.

Employee Handbook Education/PD

Trustee Everett presented the HR Committee memo outlining the need for clarification in the Township policy for education reimbursement. Board consensus was to move forward with a proposal that values education and caps the amount that the Township will reimburse.

Closed Session re Litigation- Solarek

Board consensus is to move the closed session to after item 9 of the regular meeting due to time restrictions.

Supervisor Heiny-Cogswell adjourned the work session at approximately 7:16 PM.

THE CHARTER TOWNSHIP OF OSHTEMO

Regular Meeting
February 13, 2018
7:15 PM

The Oshtemo Township Board Regular Meeting was held at the Township Hall. Supervisor Heiny-Cogswell called the meeting to order at approximately 7:25 PM.

PRESENT:

Supervisor Libby Heiny-Cogswell
Clerk Dusty Farmer
Treasurer Nancy Culp
Trustee Dave Bushouse
Trustee Deb Everett
Trustee Zak Ford
Trustee Ken Hudok

Also present were Township Attorney James Porter, Public Works Director Marc Elliott, Planning Director Julie Johnston, and approximately 12 interested people.

Public Comment on Non-Agenda Items

No public comment.

Consent Agenda

- a. Approve Minutes January 9, 2018
- b. Receipts & Disbursements Report
- c. Revenue and Expenditure Report
- d. DDA Budget Amendment for Former Building Demolition
- e. Employee Handbook Updates – Final Review
- f. Item removed
- g. Board/Committee Appointments
- h. Zoning Ordinance amendments – 2nd Reading
- i. April 24th, 2018 meeting cancellation due to MTA conference
- j. Public Works Department – Updates and Budget Amendment Request

Motion by Ford, second by Hudok to approve the consent agenda as presented. Motion carried 7-0.

2018 Employee Recognition

Supervisor Heiny-Cogswell read the names of employees celebrating a 5-year increment anniversary as Trustee Hudok presented certificates of appreciation. 5-year recognition: Marc Elliott, Rick Everett, John

Godush, Taylor Langer, Jared Rice. 10-year recognition: Chief Mark Barnes, Joseph Keck. 30-year recognition: Deb Everett.

Consideration of 2018 Road Maintenance Projects

Public Works Director Marc Elliott presented a request for a budget amendment of \$7,143 to complete the H Avenue HMA Overlay in 2018.

Motion by Heiny-Cogswell, second by Ford to accept the road construction projects and approve the \$7,143 budget amendment. Motion carried 7-0.

Drake Road non-motorized path – Amtrak Contract for Review of Crossing

Public Works Director Marc Elliott presented the proposal to spend \$84,180 for Amtrak to review the engineered design plans for the portion of the Drake Road sidewalk that will occupy the Amtrak right-of-way. Supervisor Heiny-Cogswell informed the Board that the Township has been in contact with Congressional Representative Upton’s office regarding the exorbitant costs of the review process with Amtrak, but the Township has not heard back from the most recent correspondence. Public Works Director Marc Elliott stated that although the cost of review is high, his recommendation is to proceed with this review due to the priority to continue the overall Drake Road non-motorized project.

Consensus of the Board is to bring the request back to the February 27 to give staff time to continue negotiations on behalf of the Township.

Other Business

IT Social Media/Usage update

Public Comment

Katherine Bergeron, the lead librarian at the Oshtemo Branch, introduced herself to the Board.

Other Township Business

Motion by Culp, second by Ford to enter closed session to discuss litigation. Roll call. Resolution adopted 7-0.

Motion by Ford, second by Farmer to leave closed session. Motion carried 7-0.

Public Comment

No public comment.

Board Member Comments

Ford requested that the Receipts and Disbursements be separate from the packet and included in the links on the same page as the packet.

Supervisor Heiny-Cogswell adjourned the Regular meeting at approximately 9:04 PM.

Prepared by: Dusty Farmer
Township Clerk