

THE CHARTER TOWNSHIP OF OSHTEMO  
Board Work Session  
August 27, 2019  
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 Grant Taylor  
Trustee Cheri Bell  
Trustee Deb Everett  
Trustee Zak Ford  
Trustee Ken Hudok

Also present were Township Attorney Jim Porter, Public Works Director Marc Elliott, and 2 interested people.

**Public Comment**

Supervisor Heiny-Cogswell opened public comment. No public comment.

**Discussion on Township Policies**

Clerk Farmer presented policies for Cash Receipting, Sunshine Fund, and Records Management. All policies will come back to the Board for further discussion on September 10, 2019.

**Discussion on 2020 Budget- Financing Options**

Attorney Porter presented information regarding bonding and installment purchase agreements.

Supervisor Heiny-Cogswell adjourned the work session at approximately 7:27 PM.

THE CHARTER TOWNSHIP OF OSHTEMO  
Board Meeting  
August 13, 2019  
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 7:34 PM.

**PRESENT:**

Supervisor Libby Heiny-Cogswell  
Clerk Dusty Farmer  
Treasurer Grant Taylor  
Trustee Cheri Bell  
Trustee Deb Everett  
Trustee Zak Ford  
Trustee Ken Hudok

Also present were Township Attorney Jim Porter, Public Works Director Marc Elliott, and 12 interested people.

**Public Comment**

Supervisor Heiny-Cogswell opened public comment. No public comment.

**Consent Agenda**

- a. Approve Minutes – August 13, 2019 Regular Meeting
- b. Receipts & Disbursements Report
- c. IT Job Description
- d. Planning Commission By-laws

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

**Consideration of Autumn Grove – Site Condo Step Three**

Planning Consultant Julie Johnston presented step three for the Autumn Grove site condominium.

Motion by Ford, second by Farmer to approve step three for Autumn Grove including all 10 conditions recommended by the Planning Department, with conditions 3 and 7 required for certificate of occupancy. Motion carried 7-0.

**Consideration of Zoning Lighting Ordinance (Repeal and Replace)- First Reading**

Planning Consultant Julie Johnston was present for questions regarding the repeal and replace for the Zoning Lighting Ordinance.

Motion by Ford, second by Hudok to accept the Zoning Lighting Ordinance with the recommended changes from the Planning Department for first reading and set for second reading on September 10, 2019. Motion carried 7-0.

**Consideration of 2020 Census Participation and Liaison**

Motion by Ford, second by Taylor to appoint Clerk Farmer as the 2020 Census liaison and authorize the Supervisor to send a letter of participation. Motion carried 7-0.

**Public Comment**

Supervisor Heiny-Cogswell opened public comment. No public comment.

**Other Business**

Motion by Ford, second by Hudok to adopt a resolution to enter closed session to discuss written opinion of counsel. Roll call. Resolution adopted 7-0.

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

Supervisor Heiny-Cogswell adjourned the Regular Meeting at approximately 8:25 PM.

Prepared by: Dusty Farmer  
Township Clerk

Attested: Libby Heiny-Cogswell  
Township Supervisor