

THE CHARTER TOWNSHIP OF OSHTEMO
Work Session
September 11, 2018
5:00 PM

The Oshtemo Township Board Work Session was held at the Township Hall. Supervisor Heiny-Cogswell called the meeting to order at approximately 6:02 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 Jim Porter, Lt. Michelle Greenlee, Planning Director Julie Johnston, Public Works Director Marc Elliott, Public Works Technician Jamie Baker, and 8 interested people.

Public Comment

Supervisor Heiny-Cogswell opened up public comment. Approximately 3 people spoke.

Update from Kalamazoo County

Lt. Michelle Greenlee shared the 2018 August Oshtemo Police Report. She also updated the Board on various activities in the Township, including the apprehension of the suspect from the Chemical Bank robbery, National Night Out, and active assailant training for local businesses and organizations. In response to a question regarding police zones in the Township, Lt. Greenlee said that she has not received any direction from Sheriff Fuller, which would be required for her to move forward.

Update on Planning Commission Zoning Re-organization

Planning Director Julie Johnston presented the current ordinance listing for Oshtemo, along with the proposed zoning ordinance reorganization matrix. She expects to present a version for recodification by late October or early November.

Discussion on Lighting Ordinance

Planning Director Julie Johnston presented the memo regarding lighting ordinance enforcement actions. Township-wide enforcement began on July 30, 2018. Noncompliance letters were sent to 9 businesses that were in violation. Some of those businesses are working to remove the lighting, while others have requested that the Township review the lighting ordinance. Staff does not recommend any changes at this time. Board consensus was to send the lighting ordinance back to the Planning Commission for review.

Budget Discussion (Continued)

Supervisor Heiny-Cogswell presented a list of proposed staffing changes for 2019.

Supervisor Heiny-Cogswell adjourned the Work Session at approximately 7:11 PM.

THE CHARTER TOWNSHIP OF OSHTEMO
Regular Meeting
September 11, 2018
7:15 PM

The Oshtemo Township Regular Board Meeting was held at the Township Hall. Supervisor Heiny-Cogswell called the meeting to order at approximately 7:20 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, Public Works Technician Jamie Baker, Lt. Michelle Greenlee, Fire Chief Mark Barnes, and approximately 23 interested people.

Public Comment On Non-Agenda Items

Supervisor Heiny-Cogswell opened public comment. Approximately 1 person spoke.

Consent Agenda

- a. Approve Minutes – August 27, 2018 & August 28, 2018
- b. Receipts & Disbursements Report
- c. Sale of Two Fire Vehicles
- d. Update on Fire Department Paid on Call Wage System

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

Consideration of TSFR Pizza LLC, 5097 Century Ave, Liquor License – Public Hearing

Attorney Porter presented the resolution in support of the Liquor License Application for TSFR Pizza LLC. Supervisor Heiny-Cogswell opened the public hearing. Approximately 1 person spoke.

Motion by Ford, second by Hudok to adopt both resolutions in support of the liquor license application for TSFR Pizza LLC. Roll call. Resolution adopted 7-0.

Consideration of Complete Streets Policy (Continued)

Public Works Technician Jamie Baker presented the most recent update of the revised Complete Streets Policy draft. Supervisor Heiny-Cogswell opened public comment. Approximately 1 person spoke.

Motion by Zak Ford, second by Everett to approve the Complete Streets Policy with the suggested edits. Motion carried 7-0.

**Consideration of Design Services for Sidewalk Projects
in Conjunction with Sanitary Sewer Expansion**

Public Works Technician Jamie Baker presented the proposed sidewalk projects to be conducted in conjunction with sanitary sewer expansion. Supervisor Heiny-Cogswell opened public comment. Approximately 11 people spoke.

Motion by Ford, second by Hudok to amend the Skyridge Area plan to install sidewalks on both sides of Driftwood Avenue, in addition to the proposed traffic calming measures, and to update the traffic signal crossing on Drake Rd. Motion failed 3-4, with Farmer, Heiny-Cogswell, Everett, and Culp voting no.

Motion by Farmer, second by Culp to approve the Fleis & Vandenbrink engineering design contract for the Maple Hill Area. Motion carried 7-0.

Motion by Farmer, second by Culp to approve the Fleis & Vandenbrink engineering design contract for the Skyridge/Green Meadow Area, and bring back to the Board if any part of the traffic calming measures are denied by the Kalamazoo County Road Commission. Motion carried 5-2, with Hudok and Ford voting no.

Motion by Culp, second by Hudok to approve the Fleis & Vandenbrink engineering design contract for the Fairgrove Area. Motion carried 7-0.

Motion by Heiny-Cogswell, second by Ford to approve the Fleis & Vandenbrink engineering design contract for the Whitegate Area. Motion carried 5-2, with Everett and Culp voting no.

Motion by Farmer, second by Ford to approve a budget amendment in the amount of \$51,000 for the Fleis & Vandenbrink engineering design contract for the four approved projects. Motion carried 7-0.

Update on USDA Sanitary Sewer Projects

Matt Johnson of Fleis & Vandenbrink presented an update of the approved amount from the USDA. He anticipates opening bids in late January. After that process is complete, issuance of the bonds will be brought before the Board. In October, the Board will be asked to update the engineering agreement due to American Iron and Steel requirements.

Other Township Business

Public Works Director Marc Elliott informed the Board that bidding has begun for water installations after the current excavation company requested that the project be rebid.

Supervisor Heiny-Cogswell informed the Board that MDOT has stalled the 131 Bridge project due to a disagreement with Amtrak. It is expected to take at least 5 years before it will be revisited.

Public Works Director Marc Elliott updated the Board regarding a broken sewer line in Skyridge 3.

Trustee Hudok requested an update regarding the fire hydrant operations and maintenance situation between Oshtemo and the City of Kalamazoo.

Public Comment

Supervisor Heiny-Cogswell opened public comment. Approximately 2 people spoke.

Request to Enter Closed Session to Discuss Litigation & Written Legal Opinion of Counsel

Motion by Everett, second by Culp to adopt a resolution to enter closed session to discuss litigation and written legal opinion of counsel at approximately 9:35 PM. Resolution adopted 7-0.

Motion by Ford, second by Culp to exit closed session at approximately 10:17 PM. Motion carried 7-0.

Motion by Everett, second by Ford to proceed as discussed in closed session. Motion carried 7-0.

Supervisor Heiny-Cogswell adjourned the Regular Board Meeting at approximately 10:18 PM.

Prepared by: Dusty Farmer
Township Clerk