

THE CHARTER TOWNSHIP OF OSHTEMO

Work Session
January 9, 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 Deb Everett
Trustee Zak Ford
Trustee Ken Hudok

Also present were Attorney Jim Porter, Public Works Director Marc Elliott, Public Works Technician Jamie Baker, Lt. Troy Faulk, and 5 interested people.

Public Comment

No public comment.

Update from Kalamazoo County

Lt. Faulk presented the 2017 year end Oshtemo Police Report. Most significantly, statistics over the past year show an increase in calls for service, but significant decreases or leveling out in many types of criminal activity. This can be attributed to both directed patrols and the KCSO zero tolerance policy for retail fraud.

In discussing growth in the Township, Board members expressed a desire to explore professional marketing or public relations efforts to communicate and educate the community.

Discussion on Police Protection Contract

Supervisor Heiny-Cogswell reminded the Board of their request for a True Up report from the County to determine actual costs for police protection. In April of 2016, then Kalamazoo County Financial Director Tracy Moored said that this type of report could be provided to Oshtemo. A letter was sent to the County with an explanation that the Township will continue with the current contract and that the Township will expect the True Up report in the first two months of 2018.

The Supervisor will follow up with the County and keep the Board updated.

Other Updates and Business

Sidewalks: The consensus at the last work session was to pursue a dedicated millage for non-motorized facilities, but the process was not discussed. Attorney Porter will outline the legal roadmap to a millage and the Supervisor will bring more information to the next work session.

Public Works Technician Jamie Baker shared with the Board that the first letters for mandatory sewer connections have been sent out. He walked the Board through the information that will be sent to each resident.

Supervisor Heiny-Cogswell adjourned the work session at approximately 7:15 PM.

THE CHARTER TOWNSHIP OF OSHTEMO
Regular Meeting
January 9, 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 7:22 PM.

PRESENT:

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

Also present were Township Attorney James Porter, Planning Director Julie Johnston, Public Works Director Marc Elliott, Lt. Troy Faulk, and approximately 8 interested people.

Public Comment on Non-Agenda Items

No public comment.

Supervisor Heiny-Cogswell asked to amend the agenda to include the press release regarding Oshtemo Police Protection data, in honor of National Law Enforcement Recognition Day. Clerk Farmer read the following:

In 2015, the future of policing in Oshtemo Township was unclear. Negotiations between the Township and Kalamazoo County were stalled, and the possibility of the Kalamazoo County Sheriff's Department issuing pink slips to officers was likely. Instead, the Township and the County came together with an agreement to continue negotiations to maintain police service. By spring of 2016, Oshtemo Township and Sheriff Rick Fuller amended the contract to include an officer who would focus on community policing, to clarify the role of the lieutenant assigned to the Township, and to include more detailed reports regarding crime statistics, trends and calls for service.

Sheriff Rick Fuller, along with Oshtemo Township Officials, had a vision to provide an officer focused on specific community needs and spending time getting to know the community. Over a year later, using data extracted from the Kalamazoo County Sheriff's Office CAD system, officials found the Township 'calls for service' are increasing from just over 16,000 in 2015, to over 21,000 calls in 2017. Lt. Faulk explained that some of this increase is a direct result of the increased directed patrols, up from 519 in 2015 to 2,145 in 2017. These patrols, combined with 920 public relations interactions, are part of the proactive community policing strategies that Sheriff Fuller and Oshtemo Township envisioned. Violent crime and property crimes, which had been steadily increasing in the Township since 2010, showed signs of leveling out in 2017, with some specific categories decreasing. In addition, recent December retail frauds from Oshtemo businesses were down 29% for the same time period in 2016. This very dramatic decrease in retail fraud is attributed to two key policing strategies: additional directed patrols strategized by the Oshtemo Lieutenant, and a zero tolerance policy adopted by Sheriff Fuller.

The community policing strategies in the partnership between Kalamazoo County, the Sheriff's Office, and Oshtemo Township are a success. As this model continues, Oshtemo officials expect to see continued improvement in crime levels in 2018.

Consent Agenda

- a. Approve Minutes December 12, 2017
- b. Receipts & Disbursements Report
- c. Board Appointment (Micki, Planning Commission)
- d. Autumn Grove Request for Extension For Step One Approval
- e. Rezoning Request in Section 35, Long Island Partnership, LP – Second Reading
- f. 2018 Cemetery Grave Opening Rates
- g. Budget Amendment Department Requests

Motion by Ford, second by Farmer to approve the consent agenda as presented. Motion carried 6-0, with one absence.

Consideration of Delta Marriott Conference Center ('Holiday Lanes') Brownfield

Planning Director Julie Johnston introduced Rachel Grover, Resource Coordinator with the Kalamazoo County Brownfield Authority, who presented the Delta Marriott Conference Center Brownfield plan.

Motion by Farmer, second by Ford to adopt a resolution approving the Delta Marriott Conference Center Brownfield. Resolution adopted 6-0 with Trustee Bushouse absent.

Ordinance Amending Tax Exemption Ordinance No: 344 – Second Reading

Attorney Porter presented the proposed modifications to Tax Exemption Ordinance No. 344. The amendments would allow the Township to enter service agreements with businesses participating in PILOT programs. The service agreement will be equal to special assessment districts in the Township.

Motion by Ford, second by Hudok to approve the proposed amendments to Tax Exemption Ordinance No. 344. Motion carried 6-0 with one absence.

Consideration of 2018 KCRC PAR Program (Match) for Road Maintenance Projects

Public Works Director Marc Elliott presented a request to the Board to commit an amount of match-dollars toward local roadway maintenance as a PAR match to Road Commission of Kalamazoo County funds. The Board may also wish to consider a budget amendment in order to increase the road maintenance line item to take advantage of additional PAR match opportunities that might arise in a second round of PAR allocation offers.

Motion by Heiny-Cogswell, second by Ford to allow the Supervisor to notify the RCKC of their intention to match the PAR funds by \$265,301 by rolling over \$24,000 and taking an additional \$41,301 from General Fund Reserves. Motion carried 6-0, with one absence.

Consideration of Poverty Exemption Standards for 2018

Attorney Porter presented a 25% increase to the qualifying income level for poverty exemption guidelines. The proposed 2018 standards also require the citizen to file the Homestead Property Tax Claim Form.

The Board asked for further review over the next year to understand the impact of an increase to the qualifying income level that is higher than the proposed 25%, and feedback on how this standard is working. In addition, an analysis of cost and frequency for IFT exemptions is expected so that a comparison can be made between residents and businesses. Supervisor Heiny-Cogswell suggested further amendment in #7 to read "may not be eligible". Trustee Everett suggested adding vehicles to the list of assets that may not be considered in an asset test.

Motion by Ford, second by Farmer to approve the discussed amendments to the Poverty Exemption Standards for 2018. Roll call. Resolution is adopted 6-0, with one absence.

Consideration of Proposed Zoning Ordinance Text Amendments & New Ordinance - First Reading

a. Subsection 11.237 Definitions

Motion by Heiny-Cogswell, second by Ford to approve item A from the staff memo, and set second reading for February 13, 2018. Motion carries 6-0 with one absence.

b. Subsection 60.450 Special Exception Uses, Planned Unit Development (Paragraphs B & D)

Supervisor Heiny-Cogswell proposed adding general requirements for street trees to #8. Trustee Everett proposed having a mailing at both the concept phase, and the site plan phase.

Motion by Farmer, second by Hudok to approve the amendments for item B in the staff memo, and set second reading for February 13, 2018. Motion carried 6-0 with one absence.

c. Section 68.000: Off-Street Parking of motor vehicles – an amendment to Section 68.300: Off-street parking and site circulation requirements.

Supervisor Heiny-Cogswell requested that the site plan review ordinance be reviewed to include a trigger for barrier-free parking to require aggregate cement concrete or similar alternate.

Supervisor Heiny-Cogswell requested a review of minimum site circulation standards for site circulation.

Motion by Ford, second by Hudok to approve the amendment for item C from the staff memo, with 68.300 section B to be further reviewed, and set second reading for February 13, 2018.

d. Section 77.000 Addressing Requirements for Structures

The Board would like the matter to come back with visuals of the addresses.

Other Township Business

Resolution for charitable gaming licenses: A request was received from Michigan Realtors Who Care for a resolution asking that they be recognized as a nonprofit organization operating in the community for the purpose of obtaining a charitable gaming license.

Motion by Everett, second by Ford to adopt a resolution recognizing Michigan Realtors Who Care as a nonprofit organization operating in Oshtemo, so that they can obtain a charitable gaming license. Roll call. Resolution adopted 6-0, with Trustee Bushouse absent.

Public Comment

No public comment.

Board Member Comments

Trustee Ford thanked the Board for the healthy discussion.

Supervisor Heiny-Cogswell reminded the Board that there is a joint meeting with the Planning Commission on January 25, and there is an IT Board Group on January 23.

Supervisor Heiny-Cogswell adjourned the Regular meeting at approximately 10:35 PM.

Prepared by: Dusty Farmer
Township Clerk