

THE CHARTER TOWNSHIP OF OSHTEMO  
Board Meeting (Virtual)  
February 8, 2021  
6:00 PM

The Oshtemo Township Public Meeting was held in person at the Township Hall. The public was able to join the meeting through both the Zoom application and by phone. Residents were able to give public comment in person and through email during the meeting. Supervisor Heiny-Cogswell called the meeting to order at approximately 6:00 PM.

**PRESENT:**

Supervisor Libby Heiny-Cogswell  
Clerk Dusty Farmer  
Treasurer Clare Buszka  
Trustee Zak Ford  
Trustee Cheri Bell  
Trustee Kizzy Bradford-Virtual per ADA requirements  
Trustee Kristin Cole

Also present were Attorney Jim Porter, Public Works Director Anna Horner, and approximately 6 interested people.

Supervisor Heiny-Cogswell opened public comment on non-regular session items. No public comment.

**WORK SESSION ITEMS**

**Fire Department: Long Range Planning**

Lt. Eric Burghardt presented a staffing SWOT analysis that included goals for organization, staffing, apparatus, and fire stations. The focus of the work session was on the staffing component.

The Board also discussed the request to have a search firm assist the with Fire Chief hiring process.

**REGULAR SESSION ITEMS**

Supervisor Heiny-Cogswell asked if anyone present wished to remove an item from the consent agenda. Trustee Bell requested that item e be removed and discussed under other business.

Consent Agenda

- a. Approve Minutes – January 18th, 2022
- b. Receipts & Disbursements Report
- c. Vehicle Charging Station at Flesher Field
- d. Aerial Pictometry Agreement with Kalamazoo County
- e. Job Description Amendments – Assistant Treasurer & Clerk’s Assistant
- f. Budget Amendments

Motion by Ford, second by Bell to approve items a-d and f on the consent agenda. Motion carried 6-0, with Bradford absent.

#### **Fire Department Full Time Staffing Request**

Supervisor Heiny-Cogswell opened public comment. One person spoke.

Motion by Ford, second by Buszka to approve the full-time firefighter staffing request. Motion carried 6-0, with Bradford absent.

#### **Consideration of Handbook Amendments**

Motion by Farmer, second by Ford to approve the presented amendments to the employee handbook. Motion carried 6-0, with Bradford absent.

#### **Consideration of Parkview Sewer Project (Coordination with RCKC 2023 Micro-Roundabout Project)**

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

Motion by Ford, second by Cole to authorize the Parkview Sanitary Sewer Agreement as presented. Motion carried 6-0, with Bradford absent.

#### **Consideration of 2022 Water Connection Rates**

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

Motion by Ford, second by Bell to approve the 2022 Water Connection Rates. Motion carried 6-0, with Bradford absent.

#### **Consideration of Declaration of Climate Emergency Resolution**

Supervisor Heiny-Cogswell opened public comment. 7 people provided public comment both in-person and via email.

Motion by Cole, second by Ford to adopt the resolution declaring a climate emergency. Roll call. Resolution adopted 7-0.

#### **Fire Station Emergency Generator Replacement**

Supervisor Heiny-Cogswell opened public comment. One person spoke.

Motion by Farmer, second by Ford to approve the expenditure and corresponding budget amendment up to \$70,000 for the purchase of two emergency generators for Fire Station 1 and 2. Motion carried 7-0.

#### **Job Descriptions from consent agenda**

Trustee Bell suggested adding a customer service component to both job descriptions.

Motion by Ford, second by Bell to accept the job descriptions with the addition of customer service. Motion carried 7-0.

**Request to Enter Closed Session to Discuss Opinion of Counsel**

Motion by Farmer, second by Ford to adopt a resolution to enter closed session at 8:35 pm to discuss written opinion of counsel. Roll call. Resolution adopted 7-0.

Motion by Ford, second by Buszka to exit closed session at 9:16 PM. Motion carried 7-0.

Motion by Ford, second by Cole to authorize the sale of property on S. 6<sup>th</sup> St. Motion carried 7-0.

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

**Public Comment**

Supervisor Heiny-Cogswell opened public comment. One person spoke.

Supervisor Heiny-Cogswell adjourned the meeting at approximately 9:30 PM.

Prepared by: Dusty Farmer  
Township Clerk

Attested: Libby Heiny-Cogswell  
Township Supervisor