

THE CHARTER TOWNSHIP OF OSHTEMO
Joint Board Meeting
February 20, 2018
6:00 PM

The Oshtemo Joint Boards Meeting 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 Ken Hudok
Planning Chair Cheri Bell
Planning Commissioner Fred Antosz
Planning Commissioner Ollie Chambers
Friends of the Parks Member/SoDA Rep Denny Patzer
Zoning Board of Appeals Member Neil Sikora

Also present were Planning Director Julie Johnston, Public Works Director Marc Elliott, and Parks Director Karen High.

Public Comment

No public comment.

DDA – Village Theme Plan

Planning Director Julie Johnston presented the background and current work of the DDA/PC subcommittee that has been working on updating the Village Theme Plan. Her suggestion is to have a work session in March or April between the Township Board, DDA, and the Planning commission to determine how the subcommittee should proceed.

Planning Commission

Planning Director Julie Johnston shared a section of the annual review that included information regarding both the Planning Department, Planning Commission, and the Zoning Board of Review. This information will be available on the Township website.

SoDA

Treasurer Culp will share the revenue and expenditure information with all of the Boards and Commissions.

Friends of the Park – Parks Update

Parks Director Karen High shared the progress of the Drake Farmstead Capital Campaign, which is within \$5000 of the \$250,000 goal. She also highlighted the work that will be accomplished in each phase.

Township Board

Clerk Farmer shared that the Township Facebook page is up and running. Our goal is to consistently post relevant information throughout the week. Supervisor Heiny-Cogswell shared the projects that the Board has been working on, including a revision to the Employee Handbook, and updated Purchasing Policy, and adding sidewalk planning to the sewer projects that will begin in the next year.

Supervisor Heiny-Cogswell adjourned the joint session at approximately 7:00 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