

THE CHARTER TOWNSHIP OF OSHTEMO

Work Session
February 27, 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 Dave Bushouse
Trustee Deb Everett
Trustee Zak Ford
Trustee Ken Hudok

Also present were Attorney Jim Porter, Public Works Director Marc Elliott, Lt. Troy Faulk, Parks Director Karen High and approximately 7 interested people.

Public Comment

Oshtemo resident Michelle J. shared her concerns about another resident in her neighborhood. She shared police reports before Lt. Faulk and the resident left the meeting to discuss the issue in private.

Discussion with Oshtemo Friends of the Parks

Parks Director Karen High introduced Friends of the Parks members Dennis Patzer, Bruce Dannenhauer, and David Walch. They asked the Board to provide input to guide the Friends of the Parks in their role within the Oshtemo Community. Attorney Porter informed the Board that one of the main goals when the Friends of the Parks was formed was to create a 501 (c) 3 to begin accepting donations.

Trustee Bushouse shared that he wants to make sure that everyone understands that the Township Board has the final decision-making responsibility.

Supervisor Heiny-Cogswell shared that the Parks Committee has been more involved in developing the plans and establishing the budget, and the Friends of the Parks has had a focus on fundraising and programming. She also said that she thinks the Board would be receptive to the Friends of the Parks taking on a larger role in recruiting volunteers to help in the parks.

Dennis Patzer said that from his perspective, volunteers were not as difficult to find as community members to sit on the Friends of the Parks board.

Clerk Farmer pointed out that potential Friends of the Parks board members might not understand the difference between the Parks Committee and the Friends of the Parks, and when they find out the Friends of the Parks do not provide input for design and development, it might not be as appealing.

Trustee Ford asked for clarification between the two entities and how they interact with the Board. He shared that it seems the Friends of the Parks is the fundraising and marketing arm of the Parks department. He asked about the vision for fundraising. Parks Director Karen High replied that the Friends of the Parks is currently developing that vision.

Trustee Everett said that she envisioned the Friends of the Parks developing in the same way that the Oshtemo Historical Society did through grassroots organizing, and she is not sure why it hasn't developed in the same way.

Further discussion revolved around developing volunteering opportunities by continuing to develop relationships with organizations and corporations in the community. Specific groups were listed.

The four main goals identified throughout the conversation were fundraising (including donor relationship management), programming, volunteer organizing, and marketing.

Supervisor Heiny-Cogswell adjourned the work session at approximately 7:00 PM.

THE CHARTER TOWNSHIP OF OSHTEMO
Regular Meeting
February 27, 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 7:15 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, Assistant Fire Chief Jim Wiley, and approximately 7 interested people.

Public Comment on Non-Agenda Items

No public comment.

Request from Clerk Farmer to add the January 23 IT Board Group Meeting Minutes to the consent agenda.

Trustee Ford requested to remove item D from the consent agenda.

Consent Agenda

- a. Approve Minutes Feb 13, 2018 Regular, Feb 20, 2018 Joint, Jan 23, 2018 IT Board Group
- b. Receipts and Disbursements Report
- c. Revenue/Expenditure Report
- ~~d. Board/Committee Appointments~~
- e. Township Phone Hold Music
- f. KL Ave Sanitary Sewer Final Contractor Payment

Motion by Culp, second by Ford to approve the consent agenda as without item D. Motion carried 7-0.

Update & Consideration of Drake Rd Non-Motorized Path Amtrak Contract for Design Review of Sidewalk Crossing

Supervisor Heiny-Cogswell presented the memo regarding the Drake Road Path Amtrak crossing, and the request for contract authorization.

Trustee Hudok asked if this will result in a future budget amendment request. Public Works Director Marc Elliott answered in the affirmative.

Trustee Ford asked if there was anything we could have done in our interaction with Amtrak that might have resulted in not having to pay such high fees to Amtrak. Supervisor Heiny-Cogswell informed the Board that Amtrak was included in the discussions from the beginning. Board consensus is that this is an unreasonable burden of cost to the Oshtemo community, but has to be balanced against the high demand for a non-motorized pathway on Drake Rd.

Motion by Farmer, second by Culp to authorize the Supervisor and Public Works Director to execute the Amtrak Agreement. Motion carried 6-1, with Hudok voting No.

Resolution Authorizing Sale of Stadium Park Way Property

Attorney Porter presented the resolution authorizing the sale of Stadium Park Way Property.

Motion by Ford, second by Culp to adopt a resolution authorizing the Supervisor to sign all the necessary documents in the closing of the Stadium Park Way Property. Roll call. Resolution adopted 7-0.

Consideration of Robert E. Goodrich/Goodrich Quality Theaters, Inc. – Transfer of Class C Liquor License

Attorney Porter presented the request for class C liquor license transfer. Representatives from Goodrich Quality Theater were present for questions.

Motion by Hudok, second by Ford to approve the transfer of the class C liquor license. Motion carried 7-0.

Consideration of 2018 Water Service Connections Contractor

Public Works Director Marc Elliott presented the request to approve SWT Excavating, Inc. as the approved agent for installing water service connections.

Motion by Farmer, second by Ford to adopt a resolution appointing SWT Excavating, Inc. as Agent for Installing Water Service Connections. Roll call. Resolution adopted 7-0.

Consideration of NFPA 1 Fire Code 2018 edition – First Reading

Attorney Porter presented the request to accept the proposed NFPA 1 Fire Code, 2018 Edition, Ordinance. Assistant Fire Chief Jim Wiley was available for questions.

Motion by Culp, second by Everett to accept the 2018 Edition of the NFPA 1 Fire Code for first reading, and set for second reading March 13, 2018. Motion carried 7-0.

Consideration of BTR 2.0 Street name – Robert Jones Way

Motion by Culp, second by Farmer to approve Robert Jones Way as the name of the public road within the Business Technology Research (BTR) Park 2.0. Motion carried 7-0.

Other Business

Item D: Committee Appointments- Trustee Ford expressed his concern that he was removed from two committees without discussion, the Capital Improvements Committee and the Election Committee. Clerk

Farmer clarified that he had not been removed from the Elections Commission. Supervisor Heiny-Cogswell explained the process of committee appointments. Trustee Ford formally requested to be placed back on the Capital Improvements Committee. Supervisor Heiny-Cogswell said that she would like to send out a request to the Board to gauge interest in being added to, removed from, specific committees.

Motion by Ford, second Everett to approve the committee appointments. Motion carried 6-0, with Hudok absent.

Public Works Director Marc Elliott presented a revised 2018 Oshtemo Roadway Projects map to include RCKC participation in local projects.

Public Comment

No public comment.

Board Member Comments

Clerk Farmer informed the Board of Token Transit through Kalamazoo Metro. This new phone application provides an opportunity for bus riders to purchase tokens with debit and credit cards from their phone.

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

Prepared by: Dusty Farmer
Township Clerk