

THE CHARTER TOWNSHIP OF OSHTEMO  
Work Session  
April 11, 2017

The Oshtemo Township Board Work Session was held at the Township Hall. Supervisor Heiny-Cogswell called the meeting to order at approximately 6:04 p.m.

**PRESENT:**

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

Also present were Township Attorney James Porter, Public Works Director Marc Elliot, Lt. Troy Faulk, and three interested individuals.

**Public Comment**

No public comment.

**Update from Kalamazoo County**

Supervisor Heiny-Cogswell shared that County Commissioner Julie Rogers communicated that she was unable to attend the work session. Lt. Faulk presented the March 2017 Oshtemo Police Report. He also shared that he has assigned an officer to the business areas in Oshtemo, including West Main Street between Drake Road and 9<sup>th</sup> Street, and down Drake Road near Stadium Drive. He will be evaluating the assignment to adjust hours and to decide if it should be a position put up for bid with the Sheriff's Department.

Supervisor Heiny-Cogswell provided the Board with a packet of the Policies and Procedures in the Township. The Board discussed the need to update the current Policies and evaluate the need for additional Policies. Supervisor Heiny-Cogswell asked that a committee begin the work, and Trustee Ford and Clerk Farmer both agreed to serve on the Policy Committee. Supervisor Heiny-Cogswell will serve as an ex officio member.

Supervisor Heiny-Cogswell adjourned the work session at approximately 6:55 p.m.

THE CHARTER TOWNSHIP OF OSHTEMO  
Regular Meeting  
7:00 p.m.

The Oshtemo Township Board regular meeting was held at the Township Hall. Supervisor Heiny-Cogswell called the regular meeting to order at approximately 7:02 p.m.

**PRESENT:**

Supervisor Libby Heiny-Cogswell  
Clerk Dusty Farmer  
Treasurer Nancy Culp

Trustee Deb Everett  
Trustee Zak Ford  
Trustee Dave Bushouse  
Trustee Ken Hudok

Also present were Attorney Jim Porter, Public Works Director Marc Elliot, Lt. Troy Faulk and 8 interested individuals.

### **Citizen Comments**

No public comment

### **Consent Agenda**

- a. Approve Minutes – March 14, 2017, Regular Meeting
- b. Receipts & Disbursements Report

Supervisor Heiny-Cogswell asked to remove the March 14, 2017, Regular Meeting minutes from the consent agenda so that Clerk Farmer can explain the changes suggested by the Supervisor.

Motion by Everett, second by Ford to approve the amended meeting minutes. Motion carried 7-0.

Motion by Ford, second by Culp to approve the Receipts Disbursements Report as presented. Motion carried 7-0.

### **Resolution Proclaiming April as Child Abuse Prevention Month**

Sarah Joshi was present as the Executive Director of the Kalamazoo County Child Abuse & Neglect Prevention Council. Clerk Farmer noted that there were over 6500 complaints of suspected maltreatment of children received by Kalamazoo Child Protective Services in 2016.

Motion by Ford, second by Farmer to declare April as Child Abuse Prevention Month. Roll call. Resolution adopted 7-0.

### **Consideration of Bicycle Five Foot Passing Distance Ordinance – First Reading**

Attorney Porter presented the amendment to the Township traffic code ordinance with the intention of providing increased safety for bicyclists. Trustee Ford suggested signage to educate the community about the increased passing distance. Attorney Porter said that there will have to be some discussion with the Road Commission of Kalamazoo County. Trustee Ford clarified that he was thinking that vinyl signs or banners could set up around the Township to educate the public. Trustee Bushouse said that he supports a digital sign in front of the Township Hall to help educate the community.

Township resident Mike Boersma mailed Supervisor Heiny-Cogswell to share that he is in support of the ordinance amendment.

David and Jill Sluyter shared that they are in support of the ordinance amendment.

Motion by Ford, second by Everett to accept the ordinance with an amendment that if a car is unable to allow 5 feet it will proceed with caution, and to set Second reading for April 25<sup>th</sup>, 2017. Motion carried 7-0.

**Sanitary Sewer Extension Phase I – USDA-Rural Development Grant & Loan Program**

Motion by Ford, second by Hudok to authorize the Supervisor to enter into agreement to conduct an Environmental Report for the USDA Rural Development Grant and Loan program full application; the cost of the report is \$10,000. Motion carried 7-0.

**Other Township Business**

Trustee Hudok asked if the FAQs for the USDA Rural Development Grant and Loan program are available online, and both the Clerk and Supervisor confirmed that they are on the website.

Trustee Hudok also asked about the current truck route in the Township. Attorney Porter explained that the last Board decision on the matter was to leave the route as is and monitor complaints in the future.

Motion made by Trustee Bushouse, second by Ford to add an agenda item to a future Board meeting to receive three bids for a digital sign in front of the Township Hall. Supervisor Heiny-Cogswell suggested that we get a design and quotes and bring them before the Board for discussion. Trustee Bushouse agreed to amend his motion, and Trustee Ford supported the amendment. Motion carried 7-0.

Supervisor Heiny-Cogswell shared an updated memo regarding the Grange Hall 2017 Addition and Renovation.

**Board Member Comments**

No Board Member Comments

Supervisor Heiny-Cogswell adjourned the regular meeting of the Oshtemo Township Board at approximately

Dusty Farmer  
Township Clerk

Attested: Elizabeth Heiny-Cogswell  
Supervisor