

THE CHARTER TOWNSHIP OF OSHTEMO
Township Board Meeting
May 22, 2012

Township Board work session was held at the Township Hall. Supervisor Heiny-Cogswell called the meeting to order at 5:00 p.m.

PRESENT:

Supervisor Libby Heiny-Cogswell
Clerk Deb Everett
Treasurer Nancy Culp
Trustee Grace Borgfjord
Trustee Dave Bushouse
Trustee Scott Ernstes
Trustee Lee Larson

Also present were Township Attorney James Porter, and 5 interested people.

PUBLIC COMMENT

Jerry Stirton, 1082 Wickford, commented he had conducted some research and found Kalamazoo Township was the only other entity in the County that offered retiree health benefits to trustees.

KCSD ACTIVITY REPORT

Supervisor Heiny-Cogswell noted written reports are received from Sgt. Todd Meyers on recent activity in the Township and posted on the Township web page Notice Board.

KALAMAZOO COUNTY COMMISSIONER REPORT

County Commissioner Brandt Iden provided an update on recent County activities.

RETIREE MEDICAL BENEFITS AMENDMENT

Supervisor Heiny-Cogswell presented information from the Human Resources Committee regarding retiree health benefits. She noted in view of the rising cost of health care, decreasing revenues and sustainability issues, the committee has been working for over a year analyzing various options and will be recommending a defined contribution retiree health care plan funded by an annual contribution, budget permitting; eligible employees would be full time elected Supervisor, Clerk, Treasurer and full time employees, part time employees and Trustees would not be eligible. She noted this item was on the work session agenda for presentation and discussion only and would be brought back to the Board for consideration in the near future.

OTHER BUSINESS

PEDESTRIAN BRIDGE REPAIR

Supervisor Heiny-Cogswell advised repair to the pedestrian bridge on M-43 near Walgreen's damaged by an automobile accident will cost approximately \$13,300; Attorney Porter is in the process of filing a claim with the insurance company of the driver.

DIRECTED POLICE PATROLS

Supervisor Heiny-Cogswell requested the Board authorize her to approve an additional \$10,000 in directed police patrols due to recent weekend activities at Holiday Lanes, Copper Beech Apartments and the KL Avenue/Drake Road area. Discussion included the responsibility of the property owners to monitor activities and of the Sheriff's Department to respond.

Motion by Bushouse, second by Borgfjord to authorize the Supervisor to approve up to \$10,000 of targeted police patrols as needed. Carried.

The Board work session adjourned at approximately 6:45 p.m.

Supervisor Heiny-Cogswell called the regular meeting to order at approximately 7:00 p.m.

PRESENT:
Supervisor Libby Heiny-Cogswell
Clerk Deb Everett
Treasurer Nancy Culp
Trustee Grace Borgfjord
Trustee Dave Bushouse
Trustee Scott Ernestes
Trustee Lee Larson

Also present were Township Attorney James Porter, and 10 interested people.

Trustee Larson commented the April 24th minutes regarding KABA should be amended to reflect a tentative budget and fee schedule had been adopted. Motion by Ernestes, second by Borgfjord, to approve the April 24th regular meeting minutes as amended and the May 15th joint meeting minutes as presented. Carried.

Income to the General, Building, Fire, and Sewer & Water Funds of \$54,620.46 and disbursements of \$1,507,875.18 were reported. Motion by Borgfjord, second by Ernestes to accept the receipts and disbursements report. Carried.

CITIZENS COMMENTS ON NON-AGENDA ITEMS

None.

TRAFFIC CODE ORDINANCE AMENDMENT

Attorney Porter presented a recommendation to amend the Traffic Code Ordinance to include the ability to use the "super drunk driving" law to impose the same penalties provided for under State law.

Dave DeLoof, 7509 West S Avenue, asked for clarification and was advised by Attorney Porter that townships can adopt the Uniform Traffic Code by ordinance, and receive a share of the revenue if citations are written under Township ordinance.

Motion by Larson, second by Borgfjord to accept the proposed ordinance amendment for First Reading and set Second Reading for June 12th. Carried.

BUILDING INSPECTION FEE SCHEDULE AMENDMENT

Building Official Jerry Reitenour presented a recommendation to adopt a new residential and commercial building permit fee schedule reflecting the review by the Kalamazoo Area Building Authority (KABA). He noted that while the Township will be a part of KABA he would recommend the new fees which represent an approximately 20% reduction for residential and a slight increase for commercial be adopted effective immediately. He noted KABA reviewed the history of the three townships that have formed the authority, Oshtemo, Kalamazoo and Comstock.

Dave DeLoof, 7509 West S Avenue, commented he appreciates the review, this is a step in the right direction, builders should be involved in the discussion and he did not get a copy of the proposed fees.

Supervisor Heiny-Cogswell advised the fee schedule has been recommended by KABA and a copy was sent to the Home Builders Association. Trustee Larson, Township Board representative for KABA, commented KABA is trying to create uniformity with the fees which will be used to provide its services.

Richard Modderman, 5350 Sweet Briar, commented on the disparity advising fees for comparable homes vary from \$791 in Athens to \$2700 in the Township; some are too low but Oshtemo is too high.

Jeff Scheffers, 6514 Treyburne Trail, commented on the disparity with examples from Alamo and Lawton. He further commented Building Official Jerry Reitenour and Building Department Administrative Assistant Tracy Fricke are good to work with and he appreciates the review but feels the fees should be in line with other townships.

Faith Cervin, representing the Home Builders Association commented they want to see fees lowered to encourage growth and would be willing to attend meetings to discuss the issue.

Building Official Reitenour reviewed the process for setting fees using the International Construction Code (ICC) multiplier but noted some units have not reviewed or adjusted fees in several years.

Trustee Bushouse noted building permit fees are used to offset expenses, they do not go into the General Fund; KABA will be more cost effective. He further commented if an increase were being proposed, he would not be in favor, this is a reduction in residential fees and with the new authority, there is a possibility to see further reductions.

Clerk Everett inquired if KABA had looked at the disparity; Trustee Larson advised the fees were based on the ICC schedule. Ms. Everett commented she feels there should be further dialogue and a look at the disparity.

Trustee Borgfjord inquired if any other units would be joining KABA. Trustee Larson advised there is other interest.

Trustee Ernstes inquired if KABA could lower the fees further as more units join. Trustee Larson commented the goal is to be more efficient at a minimum cost.

Motion by Ernstes, second by Heiny-Cogswell to adopt a resolution to approve the building permit fee schedule as recommended. Roll call showed Ernstes-yes, Borgfjord-yes, Culp-yes, Everett-yes, Bushouse-yes, Larson-yes, Heiny-Cogswell-yes.

KALAMAZOO AREA TRANSPORTATION AUTHORITY (KATS) CONTRIBUTED SERVICES AGREEMENT

Supervisor Heiny-Cogswell presented a request from the Kalamazoo Area Transportation Study to approve the Township's participation as a third party in kind contributor was before the Board. It was noted KATS can count the Township's costs for planning and engineering toward their required local match to receive 2013 Federal transportation funds. The Township's share of the area local match is \$3,000 which will consist of planning staff hours on the Master Land Use Plan, non-motorized facilities and other related issues and while the agreement calls for a cash contribution if the amount is not met with in kind services, due to the amount of work by the Planning Department and Township Engineer, consensus was it is a comfortable goal. It was noted more local units are included in the agreement than in the past and the Township share is reduced from 2012.

Motion by Borgfjord, second by Ernstes to approve the KATS Contributed Services Agreement as presented. Carried.

M-43 SIDEWALK ENGINEERING SERVICES

Supervisor Heiny-Cogswell advised discussions had taken place with MDOT representatives regarding the 2013 MDOT West Main bridge rehabilitation project; a five foot cantilevered sidewalk to the south side of the bridge will be added but it will be up to the Township to construct the remaining sidewalk segments to connect existing walks on either side of US-131. She noted the Capital Improvements Committee recommends working through MDOT to design the sidewalk segments; there will be cost efficiencies in collaborating. She advised cost for the design services would be \$6,000 and requested approval to amend the 2012 budget for this expenditure.

Motion by Borgfjord, second by Everett to approve the expenditure in the amount of \$6,000 and authorize the Supervisor to contract with MDOT for design services of the connecting sidewalk segments. Carried.

EMPLOYEE HANDBOOK AMENDMENTS

A recommendation from the Human Resources Committee to add Section 6.23 regarding employee input and amend Appendix H to add language regarding employee conduct was before the Board for consideration.

Motion by Larson, second by Borgfjord to adopt a resolution to amend the Employee Handbook as presented. Roll call showed Larson-yes, Bushouse-yes, Everett-yes, Culp-yes, Borgfjord-yes, Ernstes-yes, Heiny-Cogswell-yes.

BOARD MEMBER COMMENTS

Trustee Ernstes commented the park dedication was an outstanding event and his children enjoyed it very much.

Trustee Borgfjord thanked all involved in making the park dedication a great success, including fellow board members, Deputy Clerk DeAnna Janssen for going above and beyond, Friends of the Parks members, Kalamazoo Public Library staff, Fire Department personnel, citizen volunteers and former Associate Planner Chris West for his work on the successful grant application.

Trustee Borgfjord also commented there is a new pergola at Flesher Field, a recent Eagle Scout project by Township resident Brad Gemmill. Information about all summer park activities will be in the June newsletter.

Trustee Bushouse commented he had been informed the water towers in the Township are being updated; perhaps this would be an opportunity to have the Township name put on them.

There was no further business and the meeting was adjourned at approximately 8:05 p.m.

DEBORAH L. EVERETT
Township Clerk

Attested: LIBBY HEINY-COGSWELL
Supervisor