

THE CHARTER TOWNSHIP OF OSHTEMO

Regular Board Meeting

August 27, 2024

5:30 PM

The Oshtemo Township Board Meeting was held in person at the Township Hall. Residents were able to give public comments during the meeting. Supervisor Bell called the meeting to order at approximately 5:30 PM.

**PRESENT:**

Supervisor Cheri Bell

Clerk Dusty Farmer- Parma Township

Treasurer Clare Buszka

Trustee Zak Ford

Trustee Neil Sikora

Trustee Michael Chapman

Trustee Kristin Cole

Also present were Public Works Director Anna Horner, Media and Communications Manager Kyle Gibson, and Planning Director Jodi Stefforia.

**Public Comment**

Supervisor Bell opened public comment. No public comment.

**Public Officials Updates**

No updates.

**2024 Milestone Anniversary Recognition**

Human Resources Director Sara Feister presented the milestone recognition.

**2024 August Employee Spotlight: Sally Higgins, Assistant to the Treasurer**

Sally Higgins was in the spotlight as Human Resources Director Sara Feister showcased how valuable Sally is to the Township and greater community. Her position is critical to the office, and she provides excellent public service and support for her colleagues.

Supervisor Bell asked if anyone present wished to remove anything from the consent agenda. Multiple Trustees requested removal of items.

**Consent Agenda**

- a. Meeting Minutes: August 13, and 20, 2024
- b. July and August 2024 Peer Certificates of Recognition
- c. Budget Amendments
- d. Receipts and Disbursements
- e. DDA Bylaw Amendments

Motion by Ford, second Cole to approve the consent agenda with items a, b, and d. Motion carried 7-0.

## **2025 Budget Discussion**

Planning  
SoDA  
DDA  
Trustees  
Supervisor  
Clerk  
Finance  
General Township Operations  
Legal  
Treasurer  
Assessing  
Elections  
Cemetery, Buildings, and Grounds

### **Consideration of Temporary Certificate of Occupancy**

Planning Director Jodi Stefforia provided information to the Board and was available for questions.

Supervisor Bell opened public comment. No public comment.

Motion by Farmer, second by Sikora to approve the Temporary Certificate of Occupancy Policy. Motion carried 7-0.

### **Consideration of Redevelopment Ready Communities**

Zoning Administrator Leeanna Harris presented information to the Board regarding the Michigan Economic Development Corporation and Redevelopment Ready Communities program.

Supervisor Bell opened public comment. No public comment.

Motion by Ford, second by Chapman to adopt a resolution authorizing Oshtemo Charter Township to participate in the Michigan Economic Development Corporation Redevelopment Ready Communities Program. Roll call. Resolution adopted 7-0.

## **From the Consent Agenda**

### **DDA Bylaws Amendment**

Supervisor Bell and Planning Director Stefforia were available for clarifying questions.

Motion by Sikora, second by Ford to approve the proposed DDA Bylaws amendment. Motion carried 7-0.

### **Budget Amendments**

Supervisor Bell was available for questions.

Motion by Ford, second by Farmer to approve the budget amendment requests for Knox Box replacement, Chime Street Sanitary Sewer Project, and Sewer Fund Education and Dues. Motion carried 7-0.

**Public Comment**

Supervisor Bell opened public comment. One person spoke.

Supervisor Bell adjourned the meeting at approximately 7:58 PM.

Prepared by: Dusty Farmer  
Township Clerk

Attested: Cheri Bell  
Township Supervisor