

THE CHARTER TOWNSHIP OF OSHTEMO  
Regular Board Meeting  
October 10, 2023  
5:30 PM

The Oshtemo Township Public 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  
Treasurer Clare Buszka  
Trustee Zak Ford  
Trustee Neil Sikora  
Trustee Kristin Cole  
Vacancy

Also present were Interim Public Works Director Marc Elliott, Attorney James Porter, IT Director Jon Gibson, Fire Chief Greg McComb, Deputy Fire Chief Eric Burghardt, and Planning Director Iris Lubbert.

**Public Comment**

Supervisor Bell opened public comment. No public comment.

**Atlantic Avenue Extension Project**

Planning Director Iris Lubbert asked the Board for volunteers to sit on the Atlantic Avenue Extension Steering Committee. Supervisor Bell, Clerk Farmer, and Trustee Ford volunteered to sit on the committee. Work will begin in November.

**Public Comment**

Supervisor Bell opened public comment. One person spoke.

**Consent Agenda**

- a. Minutes of Regular Meeting September 26, 2023
- b. Receipts and Disbursements
- c. Second Reading: Solar Energy Systems Ordinance
- d. Second Reading: Height Standards for Single-Family & Two-Family Dwellings: Sections 2.20 Definitions, 42.30 Development Standards and 50.30 Residential Dwelling Standards
- e. State of Michigan 2023 Assessment Report Substantially Compliant

Motion by Ford, second by Cole to approve the consent agenda. Motion carried 6-0 with one vacancy.

**Presentation by Oshtemo Fire Department Regarding Fire SAD No. 2**

Fire Chief McComb and Deputy Fire Chief Burghardt were present to explain the request to form a second Fire SAD district. The residential area of the Township utilizes 21% of the calls for service, but is responsible for 73% of the special assessment district dollars collected. The commercial area of the Township utilizes 61% of the calls for service, but is responsible for only 27%.

**Consideration of Resignation of Trustee Bradford**

Motion by Ford, second by Farmer to accept the resignation of Kizzy Bradford. Motion carried 6-0 with one vacancy.

**Consideration to Adopt Resolution Establishing Oshtemo Charter Township's Building Department**

Supervisor Cheri Bell opened public comment. One person spoke.

Motion by Ford, second by Sikora to adopt a resolution establishing a Building Department, authorizing the Township to organize the Building Department to administer and enforce the State Construction Code pursuant to Ordinance No. 530. Roll call. Resolution adopted 6-0 with one vacancy.

**Request to Enter into Closed Session to Discuss Written Opinion of Counsel and Request to Enter into Closed Session to Discuss Purchase of Real Estate**

Motion by Ford, second by Cole to adopt a resolution to enter closed session to discuss the written opinion of counsel and discuss the purchase of real estate. Resolution adopted 6-0 with once vacancy.

Motion by Ford, second by Farmer to exit closed session. Motion carried 6-0 with one vacancy.

Motion by Ford, second by Cole to authorize the Supervisor to proceed as discussed in closed session. Motion carried 6-0 with one vacancy.

**Public Hearing: To Consider Adoption of the Resolution to Establish Fire and Safety Protection Special Assessment District No. 2**

Supervisor Cheri Bell opened public comment. 5 people spoke. Clerk Farmer shared the comment received via email.

Motion by Ford, second by Buszka to adopt a resolution to establish Fire and Safety Protection Special Assessment District No. 2. Roll call. Resolution adopted 6-0 with one vacancy.

**Consideration of 2024 Annual Budget Public Hearing**

Supervisor Cheri Bell opened public comment. No public comment.

Motion by Farmer, second by Ford to set the public hearing for the 2024 Annual Budget for November 14, 2023. Motion carried 6-0 with one vacancy.

**Consideration of Early Voting County Agreement**

Supervisor Cheri Bell opened public comment. No public comment.

Motion by Ford, second by Sikora to adopt a resolution to authorize the Clerk to enter into agreement with Kalamazoo County for early voting for the 2024-2025 election cycles, and to work with the Township Attorney if there are any amendments from another jurisdiction. Resolution adopted 6-0 with one vacancy.

**Discussion of Open Trustee Position**

Supervisor Bell requested discussion regarding the open Trustee position.

Motion by Ford, second by Cole to appoint Michael Chapman as Township Board Trustee. Motion carried 6-0 with one vacancy.

**Public Comment**

Supervisor Bell opened public comment. One person spoke.

Supervisor Bell adjourned the meeting at approximately 9:37 PM.

Prepared by: Dusty Farmer  
Township Clerk

Attested: Cheri Bell  
Township Supervisor