

THE CHARTER TOWNSHIP OF OSHTEMO
Board Work Session
December 11, 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 Deb Everett
Trustee Zak Ford

Also present were Township Attorney Jim Porter, Lt. Michelle Greenlee, Public Works Director Marc Elliott, Parks Director Karen High, and 3 interested people.

Public Comment

Supervisor Heiny-Cogswell called for public comment. No public comment.

Update from Kalamazoo County

Supervisor Heiny-Cogswell introduced Commissioner-Elect Christine Morse and welcomed her to the Township.

Lt. Greenlee explained that there may be a delay in the monthly reports to Townships due to the changeover to the new CAD system through the Kalamazoo Consolidated Dispatch Authority. She then presented the November 2018 Oshtemo Township Police Report and provided a summary to the Board.

Update from Oshtemo Friends of the Parks – Mission Statement

Parks Director Karen High presented the new mission statement from the Oshtemo Friends of the Parks: To support Oshtemo Township's community parks through public programs, volunteer coordination, and fundraising.

Other Updates and Business

Discussion regarding public comment policy.

Discussion regarding poverty exemption guidelines.

Supervisor Heiny-Cogswell adjourned the Work Session at approximately 7:00 PM.

THE CHARTER TOWNSHIP OF OSHTEMO
Regular Meeting
December 11, 2018
7:15 PM

The Oshtemo Township Regular Board Meeting was held at the Township Hall. Supervisor Heiny-Cogswell called the meeting to order at approximately 7:15 PM. She informed the public that long-time Board member and former Fire Chief David Bushouse passed away on December 8, 2018, and requested a moment of silence.

PRESENT:

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

Also present were Township Attorney James Porter, Public Works Director Marc Elliott, Public Works Technician Jamie Baker, Parks Director Karen High, Planning Director Julie Johnston, Lt. Michelle Greenlee, Maintenance Director Rick Everett, and approximately 8 interested people.

Public Comment On Non-Agenda Items

Supervisor Heiny-Cogswell opened public comment. 2 people spoke.

Consent Agenda

- a. Approve Minutes - November 13, 2018 & November 27, 2018, Regular Meetings
- b. Receipts & Disbursements Report
- c. 2019 Property & Liability Insurance Renewal
- d. Sanitary Sewer Expansion Phase 2 Consulting Engineering Agreement
- e. 2019 Parks Rental Fees
- f. Board & Committee Appointments
- g. 2019 Accounting, Audit, Engineering, Traffic Engineering, & IT Consultants
- h. 2019 Water Connection Fees
- i. Rezoning of Land in Section 25, at 5831 Stadium Dr. from "R-2" to "R-3" - Second Reading
- j. 401(a) Defined Contribution Pension Plan Amendment Filing Fee
- k. 4th Quarter Budget Amendments with Revenue/Expenditure Report

Motion by Ford, second by Everett to approve the consent agenda. Motion carried 5-0, with one absence and one vacancy.

Update on GO! Green Oshtemo - West Oshtemo, Hill, & Genessee Prairie Cemetery Master Plans
Parks Director Karen High introduced the Oshtemo Township Cemetery Master Plans Update to the Board. Consultant Jack Goodnoe presented the process and outcome of the development of the Cemetery Master Plans for each cemetery.

Supervisor Heiny-Cogswell opened public comment. 2 people spoke.

**Rezoning on Land Section 09, North 6th Street, from "C" Local Business District to the "RR"
Rural Residential District**

Planning Director Julie Johnston presented the proposed rezoning request.

Supervisor Heiny-Cogswell opened public comment. No public comment.

Motion by Heiny-Cogswell, second by Ford to accept for first reading and set for second reading on January 8, 2018, the rezoning request for 6th St., from “C” local business to “RR” rural residential. Motion carried 5-0, with one absence and one vacancy.

Rezoning on Land Section 36, 11th and 12th Streets, from "C" Local Business District to "RR" Rural Residential District

Planning Director Julie Johnston presented the proposed rezoning request.

Supervisor Heiny-Cogswell opened public comment. No public comment.

Motion by Heiny-Cogswell, second by Farmer to accept for first reading and set for second reading on January 8, 2018, the rezoning request for 11th and 12th Streets, from “C” local business to “RR” rural residential. Motion carried 5-0, with one absence and one vacancy.

Rezoning on Land Section 23, West KL Avenue, from "C" Local Business District to 'R-2' Residence District

Planning Director Julie Johnston presented the proposed rezoning request.

Supervisor Heiny-Cogswell opened public comment. 2 people spoke.

Motion by Ford, second by Everett to accept for first reading and set for second reading on January 8, 2018, the rezoning request for West KL Ave., from “C” local business to “R-2” residence district. Motion carried 5-0, with one absence and one vacancy.

Consideration of Complete Streets Policy Appendix A

Public Works Technician Jamie Baker presented the final draft of the Complete Streets Policy Appendix A.

Supervisor Heiny-Cogswell opened public comment. No public comment.

Motion by Heiny-Cogswell, second by Ford to accept the Complete Streets Policy Appendix A. Motion carried 5-0, with one absence and one vacancy.

Consideration of Poverty Exemption Policy Amendment & 2019 Standards

Attorney James Porter presented the policy amendment and 2019 standards for poverty exemption.

Trustee Ford suggested that the information be updated on the website and included in the next newsletter.

Supervisor Heiny-Cogswell opened public comment. No public comment.

Motion by Heiny-Cogswell, second by Ford to approve the Poverty Exemption Policy Amendment and 2019 Standards, including the clarifying amendments to eligibility guidelines. Motion carried 5-0, with one absence and one vacancy.

Discussion/Consideration of Township Board Public Comment Policy

Supervisor Heiny-Cogswell opened public comment. One person spoke.

Board consensus was to clarify the last paragraph on the public comment policy, and bring the policy back to the consent agenda in January.

Other Township Business

Discussion regarding Board vacancy. Board consensus was to accept resumes until January 4th and conduct interviews on January 8th, appointing a new Trustee on January 8th or 22nd.

Public Comment

Supervisor Heiny-Cogswell opened public comment. No public comment.

Board Member Comments

Supervisor Heiny-Cogswell opened Board member comment.

Request to Enter Closed Session to Discuss Pending Litigation and to Discuss Written Opinion of Counsel

Motion by Culp, second by Ford to adopt a resolution to enter closed session at 8:45 PM for the purpose of discussing pending litigation and to discuss written opinion of counsel. Roll call. Resolution adopted 5-0, with Hudok absent and one vacancy.

Motion by Ford, second by Everett to exit closed session at 9:50 PM. Motion carried 5-0, with one absence and one vacancy.

Motion by Ford, second by Everett to proceed as discussed in closed session. Motion carried 5-0, with one absence and one vacancy.

Supervisor Heiny-Cogswell adjourned the Regular Board Meeting at approximately 9:51 PM.

Prepared by: Dusty Farmer
Township Clerk