

THE CHARTER TOWNSHIP OF OSHTEMO
Township Board Meeting
March 12, 2013

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 Nancy Carr
Trustee Dave Bushouse
Trustee Dusty Farmer

Also present were Township Attorney James Porter, Township Engineer Marc Elliott, and 7 interested people.

Discussion – Ad Hoc Citizen Police Protection Sub-Committee – Discussion was held regarding the Ad-Hoc Committee's findings regarding the level of service needed for police protection in the Township.

The Board work session adjourned at approximately 7:00 p.m.

Supervisor Heiny-Cogswell called the regular meeting to order at approximately 7:10 p.m.

PRESENT:
Supervisor Libby Heiny-Cogswell
Clerk Deb Everett
Treasurer Nancy Culp
Trustee Nancy Carr
Trustee Dave Bushouse
Trustee Dusty Farmer

Also present were Township Attorney James Porter, Township Engineer Marc Elliott, Planning Director Greg Milliken, Fire Chief Mark Barnes, and 12 interested people.

Motion by Culp, second by Farmer to approve the February 26th regular meeting minutes. Carried.

Income to the General, Building, Fire, and Sewer & Water Funds of \$55,760.62 and disbursements of \$154,228.23 were reported. Motion by Culp, second by Heiny-Cogswell to accept the receipts and disbursements report. Carried.

CITIZENS COMMENTS ON NON-AGENDA ITEMS

None.

**HOMEBUILDERS ASSOCIATION REQUEST
USE OF RIGHT OF WAY FOR 5K**

Jeff Smith was present to request approval for use of the road right of way for a 5K run/walk on June 22nd utilizing portions of North 10th Street, West H Avenue, Drake Road and Northfield Trail; the request would also need approval of the Kalamazoo County Road Commission. It was noted proof of liability insurance and notification of residents along the route had been required of the Sunburst Run.

Motion by Heiny-Cogswell, second by Farmer to approve the request subject to proof of liability insurance, sufficient controls for public safety and notification of residents on the route. Carried.

FLESHER FIELD MNRTF PHASE II GRANT APPLICATION

Parks Administrator Karen High presented a recommendation from the Park Committee to approve a grant application to the 2013 Michigan National Resources Trust Fund in the amount of \$300,000 with a match of \$155,300 for implementing Phase II of the Master Park Plan for Flesher Field which would include new playground, new picnic shelter, new roof for existing picnic shelter, a garden area with a gazebo, and relocation of two wiffleball fields. She noted the Township received a \$489,000 grant in 2011 for the improvements at the Township Park and has been recommended for a \$300,000 grant for Flesher Field Phase I improvements; that work will begin late summer or fall this year. She advised contributions from local organizations are being sought to assist with the Township's match.

Ken Peregon, from OCBA, the landscape architecture firm, consultant for the Master Park Plan and the previous grant applications reviewed the overall master plan for Flesher Field, advising this grant is for Phase II of a three phased plan. In response to Board member questions, he noted the construction amounts in the grant application are estimates, if the grant is awarded, the project would be put out for bids.

Trustee Farmer commented she would be more comfortable with approving the match if there were commitments from others; she does not want to base a decision on what might happen. Trustee Carr concurred inquiring the Township's match is 34% when only 25% is required. Ms. High advised more points would be awarded for a higher match amount.

There was no public comment.

Motion by Culp, second by Everett to adopt a resolution approving submittal of a grant application to the MNRTF. Roll call showed Bushouse-yes, Carr-no, Culp-yes, Everett-yes, Farmer-no, Heiny-Cogswell-yes.

PLANNING SERVICES AGREEMENT

Supervisor Heiny-Cogswell presented a recommendation to amend the Planning Services Agreement with Kalamazoo Township to allow for adjustments when necessary such as increased insurance premiums, etc.; Kalamazoo Township will be billed for 30% of the cost of the planner. She advised Kalamazoo Township has approved the amendment to the agreement.

Motion by Everett, second by Farmer to approve the amendment to the Planning Services Agreement with Kalamazoo Township. Carried.

CONSUMERS ENERGY STREET LIGHTING CONTRACT

Supervisor Heiny-Cogswell presented for Board consideration a standard lighting contract with Consumers Energy. She advised Consumers recently conducted an audit which totaled 798 street lights in the Township and to date 300 of those have been converted to high pressure sodium fixtures which will result in energy savings of \$5.00 per light per month. She noted the expense for street lighting is recovered through special assessment of benefitting, nearby properties.

Trustee Bushouse commented he felt additional lighting is needed on KL Avenue, west of 11th Street.

Motion by Bushouse, second by Farmer to adopt a resolution authorizing the Supervisor to execute the contract with Consumers Energy. Carried.

FIRE DEPARTMENT REQUEST - REPLACE OFFICE COPIER

Fire Chief Barnes presented a request for approval of an expenditure not to exceed \$4,600 for a replacement copier for Station 1 offices. He noted the current machine is 7 years old, has been experiencing frequent repair needs and he has been advised parts are no longer available. He noted two quotes were received and he recommends the purchase of a Toshiba from Hasselbring Clark.

Motion by Bushouse, second by Farmer to approve the expenditure not to exceed \$4,600. Carried.

STADIUM PINES OFFICE PARK - SITE CONDOMINIUM AMENDMENT

Planning Director Milliken presented a request from P & N Properties to amend the Master Deed and Site Condominium Plan for the Stadium Pines Office Park to allow the division of Unit 4, and remove the western portion from the condominium development.

In response to Board members questions, Dan Lewis, representing P & N Properties advised a potential buyer for the property wants access on Stadium Drive. The Kalamazoo County Road Commission has granted preliminary approval for a proposed driveway. James Volk, owner of Unit 4 commented the topography is not suitable for access through the existing business on the property and he feels the western portion of the property will remain unsalable if left in the current figuration. Walt Hanson, representing the potential buyer, advised there is a six foot difference in topography from the current business to the proposed parcel. There was concern from Board members regarding an additional curb cut on Stadium Drive, impact of storm water, need for cross access and locations for sewer and water for the proposed parcel. It was noted specifics would be addressed when a formal site plan proposal is reviewed.

Trustee Bushouse commented he preferred the requirements of the site condominium development which eliminates drives on Stadium Drive; he stated he believes cross access drives can be accommodated as demonstrated in various developments in the Township.

Motion by Heiny-Cogswell, second by Carr to amend the Master Deed and Site Condominium to allow division of Unit 4 as described subject to stormwater drainage for the unplatted parcel will be subject to review and approval of the Township Engineer during site plan review, recorded copies of amended condominium documents shall be provided to the Township, the condominium documents shall be amended to reflect the required changes to the legal description and values in percentages and recorded copies provided to the Township, a copy of the recorded easement for the public water main installed in 2002 shall be provided to the Township, and it is strongly recommended when development occurs on the unplatted parcel that cross access be provided to the parcels on the east and/or west. Carried with Bushouse voting no.

OTHER BUSINESS

Marta Parilli, owner of Marta's Fine Foods located at 6541 Stadium Drive, was present to provide information regarding her business and her request for a liquor license. Consensus was positive for her to proceed with the application process; a public hearing will be scheduled for a future meeting.

There was no further business and the meeting was adjourned at approximately 8:40 p.m.

DEBORAH L. EVERETT
Township Clerk

Attested: LIBBY HEINY-COGSWELL
Supervisor