

**THE CHARTER TOWNSHIP OF OSHTEMO**  
**Township Board Meeting**  
**May 12, 2015**

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 Dusty Farmer  
Trustee Lee Larson

Also present were Township Attorney James Porter, Township Engineer Marc Elliott, Fire Chief Mark Barnes, and 4 interested people.

**Update – Kalamazoo County** – County Commissioner Dale Shugars provided information on recent activity of the County Board.

Sgt. Johnson from the Kalamazoo County Sheriff's Department provided information on recent activity in the Township.

Capt. William Timmerman from the Kalamazoo County Sheriff's Department provided activity reports for 2014 and 1<sup>st</sup> quarter 2015.

**Discussion – Trustee Information Request Protocol** – Information regarding procedure for Trustees to obtain and share information from Township staff was reviewed; protocol is needed to preclude e-mail exchanges which would violate the Open Meetings Act.

**Discussion – KABA Lease Agreement** – Supervisor Heiny-Cogswell proposed a three year lease with a one year out clause for KABA space in the Township Office; Attorney Porter will redraft a proposed lease agreement for Board review.

**Fire Department Operations & Programs – 2014 Review** – Fire Chief Barnes presented a report on Fire Department activity for 2014.

**Other Business** – Engineer Elliott provided information on a recent sanitary sewer back up in the Greystone Plat; he advised letters have been sent to effected homeowners and he is waiting for a report from the City of Kalamazoo as to the cause.

The KLA Group has requested letters be mailed to property owners effected by the Groundwater Restricted Zone (GRZ); a public meeting will be held on June 2<sup>nd</sup> at Kalamazoo County.

The Board work session adjourned at approximately 6:30 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 Dusty Farmer  
Trustee Lee Larson

Also present were Township Attorney James Porter, Township Engineer Marc Elliott, and 4 interested people.

**CITIZEN COMMENTS**

None.

## **CONSENT AGENDA**

Items on the consent agenda were:

- a) Minutes of April 28<sup>th</sup> regular meeting
- b) Receipts & Disbursements Report
- c) Job Description Amendments
- d) Property Maintenance/Rental Housing Inspector – Staffing

Motion by Larson, second by Farmer to approve the consent agenda. Carried 5-0.

### **KALAMAZOO AMATEUR RADIO LEAGUE USE OF FLESHER FIELD**

Information was provided that the Kalamazoo Amateur Radio League has requested and the Park Committee has approved use of Flesher Field for their Field Day on June 27<sup>th</sup> and June 28<sup>th</sup>, part of an international event sponsored by the American Radio Relay League. The 24 hour event is held each year to test the National Emergency Communication System. The event is open to the public and offers opportunity to communicate with other locations worldwide.

### **BUILDING OFFICIAL APPOINTMENT**

Attorney Porter advised since the Kalamazoo Area Building Authority (KABA) has hired a new building official, the Township must also endorse the selection by resolution.

Motion by Everett, second by Larson to appoint Roger Iverson as the Township Building Official. Roll call showed Larson-yes, Culp-yes, Everett-yes, Farmer-yes, Heiny-Cogswell-yes.

### **OTHER BUSINESS**

Trustee Larson submitted a letter of resignation effective May 20<sup>th</sup>; he advised he will be moving out of the Township. Board members thanked Trustee Larson for his service to the Township. Consensus was to discuss the procedure the Board will use to fill the vacancy at the joint boards meeting on May 19<sup>th</sup>.

### **BOARD MEMBER COMMENTS**

Clerk Everett advised the May 5<sup>th</sup> election had 25% voter turnout Township wide with Precinct 3 the second highest turnout in the county.

Supervisor Heiny-Cogswell advised the Fire Department's 2014 Year in Review report will be on the Fire Department page of the Township web site.

There was no further business and the meeting was adjourned at approximately 7:15 p.m.

**DEBORAH L. EVERETT**  
Township Clerk

**Attested: ELIZABETH HEINY-COGSWELL**  
Supervisor