



To advance the quality of life of all residents through a commitment to responsible growth, and value-driven municipal services that promote the relationships among economic vitality, environmental stewardship, and social equity. (Adopted 2/14/2017)

oshtemo NEWSLETTER

November 2017

Oshtemo Township

Board of Trustees

Supervisor

Libby Heiny-Cogswell 216-5220
libbyhc@oshtemo.org

Clerk

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Treasurer

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Dave Bushouse 370-4307
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Ken Hudok 359-0787
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Township Department Information

Assessor:

Kristine Biddle 216-5225 assessor@oshtemo.org

Fire Chief:

Mark Barnes 375-0487 mbarnes@oshtemo.org

Ordinance Enf:

Rick Suwarsky 216-5227 rsuwarsky@oshtemo.org

Parks Director:

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Rental Info 216-5224 oshtemo@oshtemo.org

Planning Director:

Julie Johnston 216-5223 jjohnston@oshtemo.org

Public Works:

Marc Elliott 216-5236 melliott@oshtemo.org

Township Customer Service Hours

Monday thru Thursday

8am to 5pm

Friday

8am to 1pm

(1st Thurs of each month open at 9 am)

We will be CLOSED

Nov. 10—Veterans' Day

Nov. 23 & 24—Thanksgiving

Dec. 22 & 25—Christmas

Jan. 1—New Years

2017 Dump Day Schedule

Township Hall Parking Lot
7275 W. Main St. 9am-3pm

Nov. 18

Fall Leaf Drop Off Day—

Nov. 18th

Proof of residency required.

Yard waste, kitchen garbage, dead animals, hazardous materials, or large quantities of building materials cannot be accepted.

BLOOD DRIVE NEWS

December 27, 2017

11 am—5 pm

Appointments can be made with Michigan Blood by phone 1-866-MIBLOOD or e-mail info@miblood.org



Meet Oshtemo's Front Office Staff!

The front counter staff in Oshtemo is the best in the area. They are experts at getting our residents and businesses the information they need as soon as possible. If any one of the front counter staff can't answer your question, they will quickly get the person who can. We pride ourselves on our high level of professionalism and care for our community. Greeting people at the counter or on the phone is not the only thing these three do here in the Township. Here is an opportunity to find out what happens behind the desk!

Linda Potok

Linda moved to Mattawan from Ann Arbor in 1991, and began a career as a licensed Cosmetologist. She went back to school to study Office Systems at KVCC. Linda began working in Oshtemo in 1996 in Customer Service and as an assistant to the Assessing Department. She helped modernize the Building Department with a new computer database, then moved on to the Planning Department to learn GIS Arcmap and address assignment for new buildings and houses. She then transitioned to the Supervisor's Department and continues to provide support for Planning. She works with all the Boards and has had her foot in every department. Thank you, Linda!

Grant Taylor

In 2009, Grant moved to Oshtemo from Chicago, where he studied Finance and Accounting at DePaul University. Originally from Edwardsburg, Grant chose Oshtemo since it was still close to home. He began working for Oshtemo Township earlier this year as an assistant to the Treasurer and Clerk. He provides municipal finance support to the Treasurer's office by collecting and processing tax payments, record keeping for township investments, tracking all invoicing from the Township, and processing daily accounts receivables. In the Township Clerk's office, providing election support, facilitating park and facility rentals, tracking escrow accounts, and processing Township retirement contributions are just a fraction of what he might be doing when not helping at the front counter or answering phones. Thank you, Grant!

Amanda McMillon

Amanda came to the Kalamazoo area in 2015 with over 7 years of experience in municipal government and BS in Business Administration from Indiana State University. She began working in Oshtemo in early 2016 as an assistant to the Treasurer and Clerk, and was promoted to Deputy Clerk in November of 2016. In this new position, and with the help of additional staff, she saw an opportunity to update procedures and improve efficiencies, while maintaining the quality work for which the Oshtemo Clerk's office is known. Amanda facilitates cemetery sales and tracking, accounts payables, website and newsletter communication, and is the Election Specialist for the Township. Thank you, Amanda!



Kalamazoo County Sheriff's Corner—Oshtemo Office



Shopping Safety Tips during the Holiday Season

1. **Secure merchandise or other valuables in the trunk of your vehicle or cover newly purchased bags or items with a blanket**
2. **Always lock your doors to your vehicle (Even at your residence) and never leave your wallet or purse in your vehicle unattended.**
3. **Park in well lighted areas during the evening.**
4. **Never leave your purse, wallet or phone unattended while at a restaurant, even if you use the rest room.** Before leaving the restaurant always double check to ensure you have all credit cards, keys and electronics before you leave.
5. **Be aware of your surroundings at all times.** If you believe you are being followed by another vehicle or person call 911 and stay on the line with the dispatcher until law enforcement arrives to help.
6. **If you see something suspicious, call and report it to law enforcement immediately.**

These are just a few of the helpful tips which will make your holiday shopping and dining experience safe and enjoyable in the coming months. If you have any questions regarding other holiday safety tips or other law enforcement concerns feel free to contact myself.

Lieutenant Troy Faulk
Kalamazoo County Sheriff's Office Operations Division / Oshtemo Township
269-216-5256 * tfaulk@kalamazoo.org



Oshtemo Fire Prevention Day



This year Oshtemo Township Fire Department held its first annual Fire Prevention Day. The event was held at Oshtemo Township Fire Department Station 1, located at 7275 W Main. During this event, residents had the opportunity to practice their fire escape plan in a simulated environment. This was achieved by using a portable fire prevention prop as seen in the picture to the left. Residents would enter the trailer that was set up as a staged home; theater smoke would fill the trailer, residents then had the opportunity to practice closing doors to prevent smoke from entering bedrooms, and would exit through alternative doors or windows. Firefighters also went over information of why it is important to sleep with your bedroom doors closed. The doll house, in the picture to the right, shows that when a bedroom door is closed at night the occupants in that room will be temporarily isolated from heat, smoke, and other byproducts of fire. Closing your door at night can buy you and your family valuable time to escape or shelter in place until help arrives. These fire safety tips and many others were discussed during the Fire Prevention Day, as well as giving children the opportunity to see a firefighter in full gear and sit in a fire truck.



Regional Grant Awarded to Kalamazoo County Fire Chief's Association (KCFCFA)

The Kalamazoo County Fire Chief's Association has been awarded an \$860,344 Assistance to Firefighters Grant (AFG) by the Federal Emergency Management Agency (FEMA). This grant was graciously hosted and will be administered by the Comstock Fire and Rescue Department.

The primary focus of this 2016 grant was to provide necessary hardware upgrades to the existing fire radio communications system that will be needed as the consolidated dispatch authority is formed. This system is used by all 15 fire departments in Kalamazoo County. Secondly, the grant is going to provide 344 replacement pagers spread between 13 departments. The grant has a 10% local match requirement.

Kalamazoo County's Consolidated Dispatch Authority

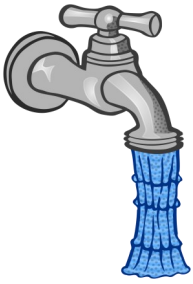
In the late summer of 2018, we will be joining the nearly 90% of Michigan communities that have already consolidated their dispatch services into a county or multiple county system. In late 2014, the 5 governmental entities that provide dispatch service entered into an Interlocal Agreement that created the Kalamazoo County Consolidated Dispatch Authority (KCCDA). KCCDA's sole purpose is to first create, then operate, maintain, and equip, a single and separately governed dispatch entity. This Consolidated Dispatch service will be a non-duplicative way of providing cost effective, and efficient public safety dispatch and 9-1-1 services for the residents and visitors of Kalamazoo County. Some of the benefits include:



- Consolidation will be more cost-effective than operating five 9-1-1 centers.
- Consolidation will reduce the number of 9-1-1 technologies needing to be maintained and upgraded countywide from multiple disparate and separate systems to ONE which will better position ourselves to respond to future technological advances.
- Public Safety emergencies do not occur neatly within jurisdictional boundaries. The Consolidation will allow dispatchers to better coordinate multi-jurisdictional and mutual emergency response disciplines to respond, which includes initial aid for the most severe emergencies.
- KCCDA will enhance the resiliency, redundancy, and reliability of public safety communication systems.
- Public Safety Answering Points Consolidation today will allow for the implementation of Next Generation 9-1-1 Technologies. This means KCCDA will be capable of receiving voice, text, pictures, and video once the service providers can deliver.

The facility will be physically located at the corner of Stadium Drive and 8th Street in the former Consumers Credit Union building.

Public Works Update



Water – The water extension project on North 2nd St, West J Ave, and Maple Hill Estates is in its final phases. This partnership project with the KLA Group provides public water service to residents with private wells affected by the State’s tightening of safe drinking water standards for groundwater contaminants associated with the historic KL Ave Landfill. The water main is installed and tested. Connecting houses to the public water system and the restoration of the disturbed lands within the construction limits is the last phase. The Michigan Department of Environmental Quality announced on October 31, 2017 that the rule change is effective and without expiration.

Sewer – The sewer extension project on West KL Ave between 8th and 9th Streets is progressing well.

This project extends a major sewer interceptor and provides the primary sewage collector for the industrial-zoned area along KL Ave and 8th St. The contractor has reached the intersection of 8th St and KL Ave which required closing off the intersection and detour modifications. The contractor will then proceed south on 8th St to the railroad bridge. Reconstruction of KL Ave will be completed in the first or second week of November. All businesses remained open during the construction, with access being maintained for local vehicle traffic.



The Township will be receiving a 2018 State of Michigan grant to assess the physical condition of our existing sewer system and develop a long-term operations and maintenance plan. This plan will be integrated into the Township’s Capital Improvement Plan.

The United States Department of Agriculture (USDA) Rural Development agency has tentatively accepted the Township’s loan application for sewer work in 2018-19. Due to budgetary constraints at the USDA, our overall project will be funded in stages. The first phase being \$8.35M to install sanitary sewers in Beech Ave, the plat neighborhoods of Fairlane, Meridian, Sky Ridge and Whitegate Farms, and a sewer extension along West Main between 7th and 8th Streets with a pump station about ½ mile north on 7th Street. Subsequent stages will be submitted as new loan applications to USDA each fiscal year thereafter.

We are initiating the topographic survey and engineering design phase of the neighborhood sewer project, and will be negotiating the final terms of the loan with the USDA. The USDA has stated we are eligible for some grant money in addition to a steeply discounted-rate for loan financing. However, we will not know the exact amount until the USDA completes their underwriting process.

The loan repayment plan for the Township outlined in the USDA application relies on the residents in the affected areas paying sewer connection fees. For fairness and consistency, this mandatory connection requirement (with fee payment) is also being extended to other residents that have sewer service available, but have not yet connected. Later this month, we will start sending mandatory connection notices to the 300+ properties that have sewer service available but have not connected. The mandatory connection notice starts a two year clock for properties to connect to sewer. Owners will be given the opportunity to execute an installment-payment agreement with the Township to finance their connection fee. A payment plan of up 20 years is currently available, and may be extended further by the Board based upon the length of financing provided by USDA to the Township.

Non-motorized path – We received notification from the Michigan Department of Transportation (MDOT) that they will provide grant money to help build (in two segments) a non-motorized path next year from West Main Street to West Michigan Avenue on Drake Road. The Township is working to acquire any outstanding easements needed to proceed. The 2018 project will be constructed in two segments due to two separate grant programs being accessed by the Township. The remainder of the path from West Michigan to Stadium Drive is dependent on Amtrak’s acceptance of the proposed railroad crossing improvements. If we receive timely Amtrak approval, we will proceed to build the remaining segment as a third MDOT grant project. Otherwise, the segment between West Michigan Avenue and Stadium Drive will be deferred until the Amtrak crossing is resolved.



From the Oshtemo Township Board-

Charter Township of Oshtemo – Proposed 2018 Budget

October 26, 2017

The Public Hearing on the Oshtemo 2018 budget will be held November 14, 2017, at the Township Hall. The Township Board will consider approval of the budget which is available online at the Oshtemo website, www.oshtemo.org, on the Notice Board, and in hard copy is at the Township office. Similarly, the 2018-2023 Capital Improvement Plan is available and will also be considered by the Board.

General financial efforts update:

The Board is finalizing low interest loan funding to lower costs for the first phase of the many needed sanitary sewer neighborhood infill projects.

The Board is assigning \$235,000 of general savings for future road improvements.

The Board will accomplish the 2018 capital projects and operations without an increase in property taxes. In 2018 police, fire, and lighting special assessment districts remain unchanged at 2017 levels.

Township Staff and the Board continue to develop a **Five Year Capital Improvement Plan** for infrastructure, facilities, and staffing needs. The plan is a necessary tool to identify for savings and funding strategies.

Revenues:

Overall, budgeted expenditures are decreased 6% over 2017.

Revenue from Property Tax, “Statutory/EVIP/Population” Revenue Sharing, and Constitutional Revenue Sharing is projected to be \$2,462,891. This is an increase of 6% over 2017. The increase is attributable to one-time State statutory supplemental revenue, parks capital campaign, one-time public services connections, and to increased development.

Highlights of the expenditures in the budget:

An allocation for local roads in the General Fund of \$584,000. Road projects include chip seal road maintenance projects in support of the road commission PAR local road maintenance program, and the BTR 2.0 road construction (construction postponed from 2017). Specific PAR projects will be selected later, in coordination with the road commission.

Sanitary Sewer extension engineering survey and design work has begun for initial projects. Construction is forecast to begin in late 2018 or 2019, for Skyridge Plat, Fairlane Plat, Beech Street, Meridian & Sunset, Whitegate Farms Plat, and West Main from 8th to 7th Street.

A \$1.18 million police contract with Kalamazoo County and the Sheriff’s Office maintains nine contracted officers.

One Oshtemo Lieutenant, one Sergeant, one dedicated traffic officer, and a proposal to transition two of the five general deputies and increase the number of Community Policing Officers to three. The police assessment remains .9 for residential areas, and 3.8 for business and multi-housing areas. The County cost per officer is increasing 4.5%.

Fire Department staffing remains at 10 full time firefighters combined with approximately 35 Paid On Call firefighters.

‘Standards of Cover’ research continues, to plan for Oshtemo long term firefighting needs.

Overall Township Staffing in 2018 generally remains constant, with some monies allocated for intern and part time assistance in two areas.

A .5% increase in the cost of employee health insurance premiums, achieved by a **change to a higher deductible health plan** to minimize premium rate increases. Premium costs are shared by employees (20%). Other employee benefits remain unchanged.

\$4.6 million for major capital construction projects, including—Sanitary sewer extension design engineering, non-motorized facilities, Drake Farmstead Park, DDA corner improvements, Township maintenance facility, and economic development infrastructure for the WMU BTR 2.0 (water, sewer, road, and non-motorized). Revenues for these capital projects are from grants, partners, and township savings.

\$700,000 for other major capital items, including—Fire rescue vehicle, Park gator, Parks & Recreation Endowment Fund Investment, Ordinance Enforcement vehicle replacement, and office equipment.

Newly Renovated Grange Hall Now Available For Rentals!

Oshtemo Township's historic Grange Hall, located at the corner of 3rd Street and H Avenue, is expanded, renovated and available for rental to Township residents, businesses and organizations. With an emphasis on providing barrier-free access, improvements include an addition with a small elevator and new stairs. The building now features a restroom on the upper level, reconfiguration of the lower level restrooms to make them barrier-free, new windows and paint in the lower level, and new stairs at the rear entrance. Volunteers lent a hand by painting the walls in the upper level, hanging a stage curtain, and landscaping with trees, shrubs, perennials and spring flowering bulbs. According to Supervisor Libby Heiny-Cogswell, *"the entire building looks fantastic and is a tremendous resource for residents, especially now that it can be accessed by people of all abilities"*.



With an occupancy of up to 150 people, the Grange is a wonderful venue for wedding receptions, family reunions, and other special events. It is also used frequently for dances, jam sessions and meetings. The upper level has a large open room with hardwood floors, a stage, restroom, and coat closet. The lower level has an open area and restrooms, plus a kitchen area with microwave, stove, sink, refrigerator and counter. Tables and chairs are included. A small playground with swings, a spring toy and spinner, a basketball court, and picnic tables are available on the grounds.

Starting in 2018, cost to rent the Grange Hall is \$150 per day on weekends (Friday – Sunday), or \$100 per day on weekdays (Monday – Thursday). For the remainder of 2017, rentals fees are \$50 per day on weekends and \$35 per day on weekdays. Security deposit and proof of insurance are required for all rentals. Renters interested in serving alcohol at the Grange Hall are required to submit an additional deposit and obtain a liquor liability policy. For more information, to check availability, or make a reservation, visit the Township website at www.oshtemo.org or contact the Township's front desk staff.

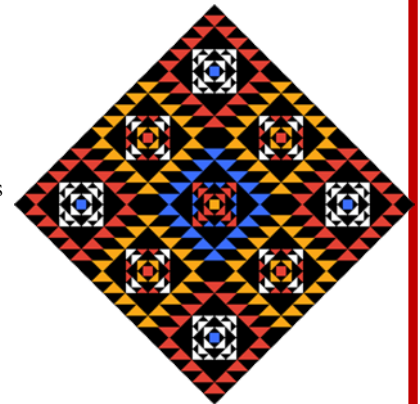
Grange Hall Reopening Celebration on November 11th!



Please join us on November 11th to celebrate the reopening of the newly renovated Grange Hall, 3234 North 3rd Street. An open house will begin at **4:00 pm**, with a community potluck at **5:30** and a reopening ceremony at **6:30**. The celebration will feature contra and square dancing to live music by the Brook Farms String Band from **7:00 to 10:30 pm**. Admission is free and all are invited to attend. Please bring a dish to share for the potluck; tableware and beverages provided. This event is sponsored by Building Restoration Inc., Nelson Nave Architect, the West Oshtemo Grange, Country Dancing in Kalamazoo, and the Oshtemo Friends of the Parks. For more information, contact Karen High, Parks Director, at khigh@oshtemo.org or (269) 216-5233.

Grange Hall Spotlight: Country Dancing in Kalamazoo

A non-profit group that has used the Grange Hall regularly since the 1980's is **Country Dancing in Kalamazoo (CDK)**. American traditional dances, such as contra (with lines of couples facing each other), square and circle dances and English country dances are held on a regular basis, often with live music. CDK's dances are open to the public and intended to appeal to people of any age or level, both beginners and experienced dancers. Singles, couples and families are welcome to attend. Admission is \$10 or less. Smoking and alcohol are not allowed. Dances are held at the Grange Hall, 3234 North 3rd Street, from September through June. For more information and dates, visit the CDK website at <http://people.albion.edu/ram/cdk/>, or search for "Country Dancing Kalamazoo." To check out a typical CDK dance for free, attend the November 11th Grange Hall Reopening Celebration. A pre-dance workshop for beginners begins at 7:00 pm with contra and square dancing from 7:30 to 10:30 pm.



Master Plan Update

The Oshtemo Township Master Plan provides the long-range vision for our community, guiding the use of land to better realize that vision. In 2017, the Township Planning Commission began work on updating this plan per the requirements of the Michigan Planning Enabling Act. This five-year update focused on four main topics, which include:

- Planning Drivers – those key trends influencing land use planning and development at the local level.
- Rural Character Preservation Strategy – a set of goals and tactics to save rural character in the western half of the Township.
- Maple Hill South Sub-Area Plan – an area of the Township outlined in the 2011 Master Plan where land use changes are expected to occur within the next 10 years.
- Future Land Use Plan – the desired land use vision for the Township.



A variety of public input has been garnered since the start of the public process. These opportunities included the following:

1. Rural Character Preservation Strategy:

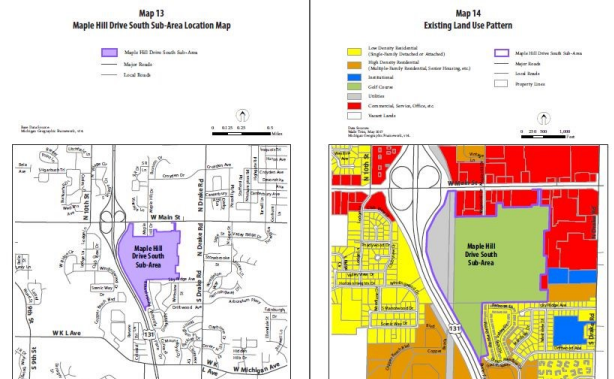
- Online Community Mapping Tool – to share thoughts and opinions on rural character.
- Design Workshop - offered various exercises aimed at evaluating different types/forms of development and selecting preferred design approaches which are consistent with rural character.
- Flyers were mailed directly to all households within the area of the Township zoned Rural Residential, approximately the west two-thirds of Oshtemo inviting them to participate in the online mapping tool and design workshop.
- Public Meeting – Planning Commission meeting where the draft recommendations were presented. Participants of previous outreach efforts were invited to attend and give input.

2. Maple Hill South Sub-Area Plan:

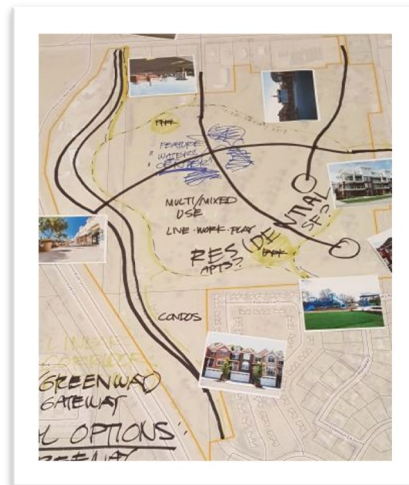
- Design Workshop – participants were led through various exercises aimed at establishing a preferred development character for the area, including land use types, circulation routes, public amenities, and other considerations.
- Flyers were mailed directly to over 300 property owners and households within approximately ¼ to ½ mile from the subject area.
- Open House – reported out the draft Plan and allowed interested citizens an opportunity to share their views. Participants of the Design Workshop were specifically invited to attend.

Future Land Use Plan:

- Open House – presentation of the proposed changes to the Future Land Use Map and an opportunity for interested citizens to provide input.
- Online Survey – the Future Land Use documents were placed on our website and an online survey was generated to solicit further input on the Plan.



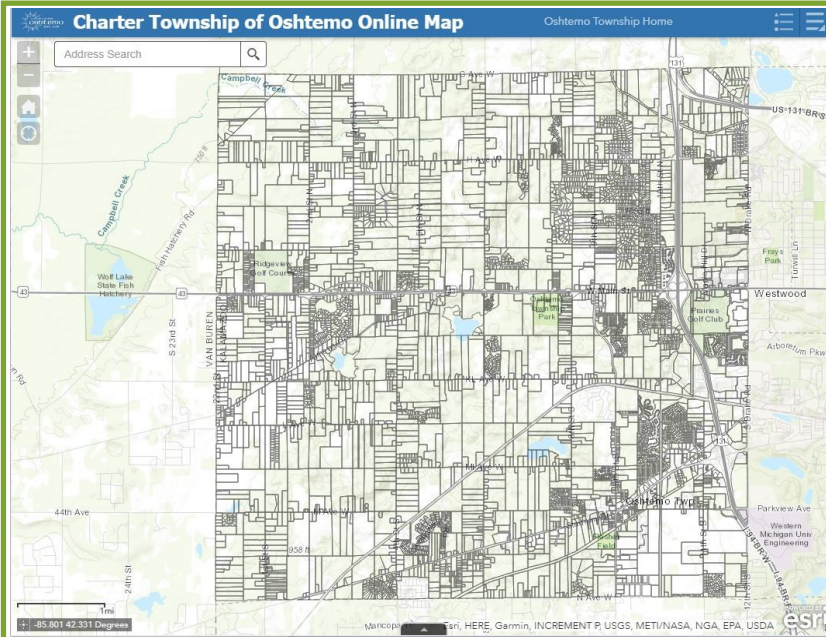
In addition to the specific outreach meetings noted above, the Planning Commission has held eight public work sessions throughout the development of the Master Plan. Some of these work sessions were aimed at a specific focus area of the update and participants interested in that section of the Plan were invited to attend. Also, draft copies of the separate sections of the Plan have been provided on the Township's website as they have been completed throughout this process. The full draft Plan is currently available on the Planning Department's webpage at www.oshtemo.org.



The Planning Commission would still like to hear your thoughts as the final adoption of the Master Plan Update is still pending. We are currently working towards a final public hearing. Please watch the Township's website at for further details. Comments on the plan can be provided at any time through either attending a Planning Commission meeting, writing a letter directly to the Planning Commission, or sending an email to Julie Johnston, Planning Director at jjohnston@oshtemo.org who will forward the message to the Planning Commission. If you would like to get information sent to you directly, consider sending your email to Julie to be placed on the Master Plan contacts list.

DO YOU HAVE AN OPEN BUILDING PERMIT WITHIN THE TOWNSHIP?

If your answer is yes, you may be receiving a site visit from the Assessor's Office. In the State of Michigan, December 31st is referred to as "Tax Day". All property in the State of Michigan is valued as of December 31st for the upcoming year. It is important to note that in order for accurate, fair and equitable assessments the Assessor's Office view open building permits as close to Tax Day as possible. If you have any questions, please contact the Assessor's Office at 216-5225.



Interactive GIS Map

Township staff have recently made available to the public an online, interactive map of Oshtemo, which can be found at <http://www.oshtemo.org/2017/09/15/new-interactive-township-map/>. On this map you'll find useful information such as property boundaries, zoning classifications, and the availability of public sewer and water for a given piece of land. Some layers of information shown on the map—currently Zoning and Parcels—also provide an easy way to see additional information not found in the application itself. For example, if you're curious about a certain property's tax history or assessed value, simply click on the relevant parcel and a text box will pop up containing a link to our assessing information webpage for that specific property. If you're interested in knowing more about the zoning classification for a given area, click on the zoning district in question and you'll be presented with a link to the appropriate section of the Township's zoning ordinance. While only a few information layers support

this data enhanced linking at this time, staff do intend to add this functionality to more map elements, including Future Land Use; zoning overlay areas; and even school and voting districts.

Along with the ability too look up Township-specific data, some other basic utilities, located along the upper part of the screen, are also at users' disposal. Among these useful items you'll find a measurement tool, an address search bar, a pre-formatted template for printing off user-defined maps, and a few other tools. You can also turn map layers on and off, depending on what kind of information you'd like to view, and the online service offers a selection of base maps to set in the background (aerial imagery, topographical, streets, etc.).

It is staffs' intention to continuously improve this tool while also making sure it's easily navigated by all users. If you have any feedback regarding the application, or even general questions, please feel free to contact Ben Clark, GIS Specialist, at bclark@oshtemo.org

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911
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LIVES

Do you
have an
Address
Sign?

If you

don't have an address number sign, they are available to order through the Township office for \$10.00. Please contact Linda to order yours.
375-4260 or
lpotok@oshtemo.org

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Are you or a hired contractor making improvements on your property?

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(269) 585-4151





OSHTEMO HISTORICAL SOCIETY NEWS

As the year 2017 is drawing to a close, we have one final presentation to offer to our members, as well as to the community. Our programs are free and open to the public. They are held at the Oshtemo Township Hall, 7275 W. Main St, unless otherwise specified, and begin at 7:00 p.m.

Thursday, Nov. 16th - **The Enoch Harris Story**, will be presented by his descendent, Angelica Roberts. Harris is known to be the first settler in Genessee Prairie, as well as the first black settler in the area. He and his family contributed greatly to the growth of Oshtemo.

For more information about the Oshtemo Historical Society, please visit our website at www.oshtemohistoricalsociety.org

www.oshtemo.org
Ph 375.4260 Fax 375.7180
Kalamazoo, MI 49009
7275 West Main Street

