

Capital Improvements Committee

January 16, 2018

MEETING SUMMARY

A meeting of the Capital Improvement Committee of Oshtemo Township was held on Tuesday, January 16, 2018 at 1:00 pm in the north conference room of Oshtemo Township, 7275 West Main Street, Kalamazoo, Michigan. Persons in attendance included Dave Bushouse (arriving late), Libby Heiny-Cogswell, Nancy Culp, Marc Elliott, Jim Porter, Jamie Baker, Tom Wheat, Mark Worden, Jim Hoekstra, Dick Hertzell, and Bernie Mein.

1. Welcome/Introductions/Call to Order: Libby Heiny-Cogswell called the meeting to order and welcomed members and guests.
2. Meeting Summaries: The meeting summary for the October 31, 2017 meeting was reviewed and two changes were recommended:
 - Adding Dick Hertzell to the list of attendees.
 - In section 6, second paragraph, changing the word “discussing” to “discussion.”

The meeting minutes were approved with the two changes by members upon motion by Baker and support by Mein.

3. 2018 Roadway Maintenance Projects: Marc Elliott informed the committee that the Township Board approved an increase in funds to fully match the PAR funds available from the RCKC. Marc Elliott and Mark Worden briefed the committee on the proposed 2018 Roadway Maintenance projects. After discussions between Township staff and RCKC staff, the list of 2018 projects for further consideration includes:
 - Toscana St (Tuscany Plat)
 - Forest Glen Estates
 - Oak Park Condominiums
 - St. Charles Drive and Belle Chase Blvd (Lasalle Homesites)
 - Rose Arbor No. 1 and No. 2
 - Maple Hill Drive south of M-43
 - Quail Run Drive
 - South 2nd Street between M-43 and West KL Ave
 - West J Ave between Wickford Ave and 2nd St (completing the 2017 project)
 - West H Ave between 3rd and 6th Streets

Additional field evaluation work is needed to determine the appropriate road repair method for each segment and the engineer's estimate of costs each segment. Staff will further refine the list of what can be accomplished within the 2018 PAR funds. This refined list will be distributed to CIC members to solicit further CIC member comment and consent in approximately two weeks.

For completeness, Jamie Baker informed the committee that primary county road projects, fully funded by the RCKC and planned for 2018 include:

- South 8th St between M-43 and West KL Ave. This road will be downgraded to a local road after it is reconstructed.
- West KL Ave between Drake Road and 11th Street. The road will be widened to three lanes with HMA overlay.
- West KL Ave between 11th Street and 9th Street. The road will be milled and HMA overlay.
- N Ave between 6th Street and 11th Street. Some portions will be chip sealed and fog sealed based on existing conditions. Other portions will receive mill and HMA overlay.
- Almena Drive, West KL Ave, and 1st Street Intersection Realignment. The two intersections will be realigned to 90 degree angles as a safety improvement. West KL Ave between 1st Street and Almena Drive will be abandoned.

4. Mandatory Sewer Connection Notification: Jamie Baker provided a summary of the mandatory sewer connection notification project. The first ten notifications were sent out on January 4, 2018. Baker explained what information was sent to the residents and what information is available on a Township webpage. The next set of notifications is planned for January 17, 2018.

5. Sidewalk Petition (Sewer Project Awareness): The engineering work to extend public sewers into older plats started this fall. As a courtesy to the residents, the Public Works Department sent a postcard notification to explain the presence of the survey crews in their neighborhoods. We also distributed information that the Township Board would welcome resident-initiated petitions for sidewalk extensions to be installed with the sewer project. Baker summarized the positive and negative reactions from residents and stated that no resident has volunteered to lead the petition drive for their neighborhood. Libby summarized the Township Board's intent to explore additional funding to build primary non-motorized facilities.

6. Contract to Install Water Service Connections (SWT): SWT excavating provided updated 2018 rates including:

- City of Kalamazoo mandated changed to Water Main Tap; 1-1/4 inch Corporation Stop requiring a \$43.89 increase
- RCKC ROW Permit fee increase from \$60 to \$95.

The committee discussed if the \$80 increase in SWT rates should result in a recommendation to the Township Board to increase the Water Curb Stop Installation fee increase. Based on the small number of curb stops installed each year by SWT, the committee does not recommend a change to the Water Curb Stop installation fee at this time. The change can be addressed during the next annual review of water connection fees.

Mein motioned, seconded by Hertzell, to recommend to the Township Board to renew the SWT contract for 2018. The motion passed unanimously.

7. Miscellaneous Projects/Program Updates & General Information: An overview of current activities and project status was presented on the following topics:

- North 10th Street and KL Avenue & 8th Street Sewer projects
- KLA Group Water Extension and Pressure Reducing Station
- BTR 2.0, Drake Road
- Drake Road Non-Motorized Path
- RCKC abandonment of KL Avenue between 1st Street and Almena Drive
- MDOT US-131 bridge replacement over KL Avenue
- Fire Department hydrant inspections
- Storm and Wastewater (SAW) Grant
- Township meeting schedules
- Township committee memberships

8. Member Comments and Information Items: No further comments were presented.

9. Next Meeting: The next regularly scheduled meeting of the CIC for Oshtemo is April 17, 2018 at 1:00 pm.



7275 W. MAIN STREET, KALAMAZOO, MI 49009
269-216-5220 Fax 269-375-7180 www.oshtemo.org

Capital Improvements Committee

*Tuesday, January 16, 2018
1:00 P.M.*

Meeting Agenda

1. Welcome/Introductions/Call to Order. The chair shall open the meeting. Various memberships lists and meeting schedules are attached for your convenience.
2. Meeting Summary. Members shall review a summary of the CIC meeting held October 31, 2017 (attached).
3. 2018 Roadway Maintenance Projects. Members will consider pavement preservation projects for 2018 brought forward by RCRC/Oshtemo Staff. Please note that at the last meeting of the Oshtemo Board, the board did add an additional \$65,000 to the roadway maintenance budget in order to match or exceed offered PAR dollars (see attached RCKC policy and 2018 roadway ratings).
4. Mandatory Sewer Connection Notifications. Staff initiated distribution of formal notification letters to properties not connected to available public sanitary sewers. Members shall review the notification, outreach process and educational materials that have been developed. A working illustration of planned sewer projects is attached.
5. Sidewalk Petition (Sewer Project Awareness). The engineering work to extend public sewers into older plats started this fall. As a courtesy to residents, we provided a postcard notification to explain the presence of survey work crews in their neighborhood. We also distributed information that the Oshtemo Board would welcome resident-initiated petitions for sidewalk extensions, as sidewalks could be to be installed with the sewer project. Staff will summarize the response, and note that the Oshtemo Board expressed intent to explore additional funding to build primary non-motorized facilities.
6. Contract to Install Water Service Connections (SWT). Scott Taylor has been requested to respond to potentially extending his service contract to install public water service connections through 2018. A summary of 2017 rates is attached.
7. Miscellaneous Project/Program Updates & General Information. An overview of current activities and project status will be presented, to include:
 - North 10th St and KL Ave & 8th St Sanitary Sewer Projects
 - KLA Group Water Extension & PRS
 - BTR 2.0, Drake Road
 - Drake Road Non-Motorized
 - RCKC abandonment of KL Ave (1st to Almena) with 1st & Almena intersection realignment
 - MDOT US 131 bridge replacement over KL Ave
 - FD Hydrant Inspections
8. Member Comments & Information Items. Attendees will be asked to share items of interest to CIC members.

9. Next Meeting. The next regularly scheduled meeting of the Oshtemo Township Capital Improvements Committee (CIC) will be held April 17, 2018 at 1:00 PM.



Capital Improvements Committee

October 31, 2017

MEETING SUMMARY

A meeting of the Capital Improvement Committee of Oshtemo Township was held on Tuesday, October 31, 2017 at 1:00 pm in the north conference room of Oshtemo Township, 7275 West Main Street, Kalamazoo, Michigan. Persons in attendance included Dave Bushouse, Dusty Farmer, Nancy Culp, Marc Elliott, Tim Mallett, Jim Porter, Jamie Baker, Tom Wheat, Mark Worden and Bernie Mein (arriving late).

1. Welcome/Introductions/Call to Order: Dave Bushouse called the meeting to order and welcomed members and guests.
2. Meeting Summaries: The meeting summary for the April 18, 2017 meeting was reviewed and approved by members upon motion by Mallett and support by Culp.
3. Capital Improvement Plan (draft): Marc Elliott briefed the committee on the current Capital Improvement Plan (CIP) draft. The [draft plan](#) was made available to members in advance of the meeting through the Oshtemo website. The draft CIP provides a detailed plan and budget for sewer and water extensions, non-motorized facilities, road maintenance, parks improvements, and fire equipment. The draft CIP will be considered for approval by the Township Board on November 14, 2017. No additional member comments or recommendations for the plan were brought forward.
4. USDA Rural Development Grant for Sewer Extensions: A display copy of the grant/loan submittals was brought to the meeting. Elliott briefed the committee on the status of the USDA Rural Development loan to extend sewer into the older, more established neighborhoods in the Township. The Township received tentative commitment from the USDA to provide funding assistance for the 2018-2019 project of about \$9 million. Two subsequent phases will be needed to complete all of the sewer projects. The USDA has stated that we are eligible for some grant money in lieu of loans; however, the exact amount will not be known until the USDA completes their underwriting process.
5. SAW Grant: Elliott briefed the committee on the Storm and Wastewater (SAW) grant for 2018. The Township received a notice of commitment from the MDEQ stating that we would be funded in 2018 for \$634,365 over a three year period. The grant will be used to assess the physical condition of the sanitary sewer systems in the Township and develop an asset management plan. The program submittals for this project were also put onto the Township's public web site for members review in advance of the meeting.

6. Sewer and Water Fees, 2018: Elliott briefed members on marked up versions of the sewer and water fees policy documents. This discussing was further supplemented by spreadsheet information distributed by Wheat. Tables of actual capital-cost and fee recovery options were compared on these worksheets. Wheat had reviewed current, bid project costs for Oshtemo's and similar utility projects for Kalamazoo area clients. The spreadsheets displayed alternative fee schedules for both water and sewer and evaluated the extended to which the fees would recover true costs. Upon member review a unanimous consensus emerged for new fees as recommended. The first change was to incorporate current construction costs into the fees requiring a modest 6.3% increase for sewer; however, a 25% increase is needed for water. A second change in the water fees increases the length of payment plan from 15 years to 20 years, and reduces the interest rate from Prime + 2% to Prime + 1%. These changes are consistent with changes already Board approved for the sewer fees. The third change to the water fees is to stop collecting the curb stop installation inspection fee and reduce the cost of the curb stop installation from \$2,050 to \$1,700. The \$350 City of Kalamazoo inspection fee will be paid by the resident directly to the City.

During discussion of the above materials, it was discovered that the sewer fees did not address the potential scenario for Oshtemo-built, interior, cross-country sewers. Another formula was required because the fee should be based on lineal foot (center line) rather than frontage as there was no, dual-side, separate ownership frontage. Members directed staff to proceed with crafting appropriate language and fee-rate for this situation. The approach is to generally mirror that which is currently applied for water.

7. Mandatory Sewer Connection Notifications: The meeting notice to CIC members included a web link to reference and educational resources developed by staff in support of the forthcoming formal distribution of mandatory connection notices. The Oshtemo Board has approved a letter for distribution as a notice of mandatory connection requirement for properties with access to public sewer service. The Public Works Department intends to start with the new 10th St sanitary sewer service area.

8. 2017 Construction Project updates: Staff briefed members and welcomed further discussions on the other capital infrastructure projects underway in Oshtemo:

- North 10th St, Sanitary Sewer, Sewer Pump Station, and Road Improvements
- KL Avenue Sanitary Sewer
- KLA Group Water (W J Ave, N 2nd St, Rosemary Ln, and Josiane Dr)
- Drake Road Non-Motorized Facility (easement acquisitions)
- RCKC Partnership-based "PAR" 2017 Roadway Maintenance Projects

9. 2018 Roadway Projects: Staff briefed members on the initial selection of primary and local road maintenance projects for 2018. A draft illustration of 2017 Paser data which Oshtemo received from Grand Valley Metro Council was distributed at the meeting. It was noted that RCKC and Oshtemo staff will work to further prioritize recommended projects for CIC review at the next scheduled meeting. Based upon a casual review of the illustration, roadways for project consideration would include:

- Quail Run Drive between 9th St and Partridge Lane
- W H Ave, between 5th and 6th Streets
- Crystal Lane

- Penny Lane
- Boyce Drive, Emneth Ave, and Cotswold St (Essex Hills plat)
- Fairgrove St and Crossbend Ct
- S 4th St between Woodlawn and Township border
- Antiqua Circle, Tropicana St, Brandy Ave, and Fountain Square Drive (Rose Arbor plat)

10. Misc. Capital Projects Updates & Information: Staff briefed members and welcomed further discussions on the other capital infrastructure projects underway in Oshtemo.

- Autumn Grove Condominiums, N 9th St (sewer & water)
- Holiday Inn & Holiday Express, Westgate development off Maple Hill Dr (sewer & water)
- Kalamazoo Storage, Stadium Drive (water)
- Latitude 42, W Main St (water)
- Memory Care, Stadium Drive (water)
- National Flavors, Stadium Drive (water)
- Old National Bank, The Corner @ Drake (water)
- One-Way Products, KL Ave (water)
- Sky King Meadows 3 Condominiums, off Buckham Wood Drive (sewer & water)
- Trader Joes, The Corner @ Drake, (sewer & water)
- Walnut Woods, W Main St (reconstruction with water main relocation)
- Weathervane, S 9th St (water)
- West Pointe Condominiums (phase 2), N 10th St (sewer & water)
- West Port Village Condominiums (phase 2), W H Ave (sewer & water)

11. Departmental Goals for 2018, et al.: Elliott briefed the committee on the Public Works Department 2017 accomplishments and 2018 goals. There were no comments.

12. Member Comments and Information Items: No further comments were presented.

13. Next Meeting: The next regularly scheduled meeting of the CIC for Oshtemo is January 16, 2018 at 1:00 pm.



POLICY

LOCAL ROAD COST SHARING

It is the policy of the Board of County Road Commissioners of the County of Kalamazoo (Board) to have requirements for cost sharing for certain work on the local road system. Annually, the Board determines the amount of Local Road Participation Funds that may be used for matching purposes on local road heavy maintenance and construction projects. The money is distributed to each township on the basis provided for in the Board's Local Road Participation Fund Policy.

The Board has developed other policies addressing its requirement in participation for the placement of certain size culverts and replacement of bridges. However, the Board will approve the allocation of local road participation funds, to the extent they may be available, for use by the township to pay up to one-half the cost of the township share.

The Board will fund all routine maintenance activities from the road commission's local road maintenance budget to the extent that funds are available.

The Board will fund the application of a dust control agents to gravel roads from the road commission's local road maintenance budget to the extent that funds are available. If a township determines it to be desirable to apply additional dust control agents to gravel roads on the local road system, the township may apply for a right-of-way permit in accordance with Board guidelines.

All work entered into with the township shall have a local road contract approved and signed by both the appropriate township official and the Board can designate the Managing Director to sign the local road contract(s) before the commencement of work. The local road contract shall include, at a minimum, the following: project description, including type of proposed improvement; estimated project costs, including engineering/permits; the amount of participation or other matching funds to be applied; and the township share for the improvement activity. In addition, the local road contract shall specify how overruns are to be addressed. The local road contract charges shall include the direct costs, the fringe, the indirect, the equipment, and the overhead charges as calculated by the most recent Act 51 Public Acts of 1951 report as filed with the State of Michigan.

Adopted: 9/20/94
 Amended: 4/23/02
 Amended: 11/30/10
 Amended: 11/28/17



ROAD COMMISSION OF KALAMAZOO COUNTY 2018 Local Road Participation (PAR) Fund Allocation*

Updated: 12/12/17

Township	2010 Census	% of Population	35%	Local Mileage **	% of Mileage	65%	Local Urban Mileage	% of Urban	Urban Distribution	2018 Total	2017 Carryover Par Funds	Total Par Funds Available
Alamo	3,762	3.16%	15,737	37.84	4.63%	42,822	0.33	0.11%	305	58,864		58,864.00
Brady	3,613	3.03%	15,090	44.04	5.39%	49,851	7.03	1.93%	5,348	70,289		70,289.00
Charleston	1,942	1.63%	8,118	22.65	2.80%	25,897	1.64	0.47%	1,302	35,317	3,833.33	39,150.33
Climax	1,696	1.42%	7,072	46.40	5.68%	52,534				59,606		59,606.00
Comstock	14,854	12.47%	62,103	74.79	9.14%	84,534	67.48	18.36%	50,876	197,513		197,513.00
Cooper	10,111	8.49%	42,282	62.83	7.68%	71,031	32.49	8.85%	24,523	137,836	28,033.12	165,869.12
Kalamazoo	21,918	18.40%	91,635	74.89	9.15%	84,627	74.89	20.37%	56,445	232,707		232,707.00
Oshtemo	21,705	18.22%	90,738	74.58	9.11%	84,257	47.19	12.84%	35,580	210,575	54,725.84	265,300.84
Pavilion	6,222	5.22%	25,996	48.35	5.91%	54,661	19.97	5.45%	15,102	95,759		95,759.00
Prairie Ronde	2,250	1.89%	9,413	52.11	6.37%	58,915				68,328	3,187.34	71,515.34
Richland	6,829	5.73%	28,536	49.24	6.02%	55,678	22.22	6.05%	16,765	100,979		100,979.00
Ross	3,812	3.20%	15,936	53.44	6.53%	60,395	2.11	0.59%	1,635	77,966	29,984.71	107,950.71
Schoolcraft	4,418	3.71%	18,476	36.73	4.50%	41,620	22.89	6.23%	17,263	77,359	3,014.01	80,373.01
Texas	14,697	12.34%	61,455	92.35	11.28%	104,327	68.94	18.75%	51,956	217,738		217,738.00
Wakeshma	1,301	1.09%	5,428	47.52	5.81%	53,736				59,164	16,678.40	75,842.40
	119,130	100.00%	498,015	820.51	100.00%	924,885	367.82	100.00%	277,100	1,700,000	139,456.75	1,839,456.75

January 20th

Townships must provide notice to the Board of one of the following by email:

1. Unable to use any of the allocated PAR Funds;
2. The specific portion of allocated PAR Funds able to use;
3. Able to utilize ALL of the allocated PAR Funds, but not committed to PAR Funds re-distribution; OR
4. Able to utilize ALL of the allocated PAR Funds and COMMITTED to participating in the PAR Funds re-distribution.

January 31st

The Road Commission will complete the one time re-distribution based on the January 20th response, and notify townships.

February 15th

Townships must provide notice to the Board for the first hot mix asphalt (HMA) projects by this date to be included in the first HMA bid letting, if applicable.

March 15th

Local Road Contracts must be received by this date; any local road participation funds allocated, but not obligated by March 15th are reallocated to RCKC primary road fund.

*Please see RCKC Board Policies for further information.

** Total Local Mileage is based on year-to-date accepted roadways.

Road Commission of Kalamazoo County

Local Road Projects

2017 PROJECTS AVERAGE COSTS*

Treatment Type	Treatment Definition	Anticipated Service Life***	Average Cost per Sq/Yd	Average Cost per ton	Range of bids	Average Cost per mile (20' width)	PASER**
Crack Fill	Material Applied to Prevent Water Infiltration Through Cracks	1 - 3 Years	N/A	N/A	\$401- \$6,293/Mile	\$2,287.34	8,7,6,5,4
22A Gravel	Processed Aggregate Used to Improve Surface Condition	Varies	\$2.04	\$12.37	\$10.24 - \$14.50/Ton	\$23,948.32	ALL
23A Gravel	Processed Aggregate used to Improve Surface Condition	Varies	\$2.05	\$12.40	\$10.30 - \$14.50/Ton	\$24,006.40	ALL
Chip Seal	Emulsion Applied to Pavement Covered with Aggregate	5 - 7 Years	\$1.60	N/A	\$1.35 - \$2.36/SYD	\$18,773.33	7,6,5,4
RCKC Special Chip Seal (Plat)	Emulsion Applied to Pavement Covered with Aggregate	5 - 7 Years	\$1.45	N/A	\$1.19 - \$2.05/SYD	\$17,013.33	7,6,5,4
Fog Seal	Diluted Emulsion Application to Reduce Dust and Lock Aggregate	1 - 3 Years	\$0.30	N/A	\$0.22 - \$0.42/SYD	\$3,520.00	7,6,5,4
Cape Seal (Plat)	Combination of Micro and Chip Seal Surface Treatments	6 - 8 Years	no projects in 2017	N/A	N/A	(2011 Average Cost) \$46,815.00	7,6,5,4
Micro Seal	Emulsion, Aggregate and Portland Cement Thin Surface Treatment	6 - 8 Years	no projects in 2017	N/A	N/A	(2011 Average Cost) \$27,104.00	7,6,5,4
Gravel/ Pulverize/ Double Chip Seal	2 Chip Seal Applications Over an Improved or Recycled Gravel Surface	8 - 10 Years	(2016 Average Cost) \$7.06	N/A	N/A	(2016 Average Cost) \$82,862.00	3,2,1
HMA Ultra-Thin Overlay	A Thin Overlay of Hot Mix Asphalt (HMA)	5 - 7 Years	(2014 Average Cost) \$3.11	(2014 Average Cost) \$80.11	(2014 Prices) \$2.80 - \$5.00/SYD	(2014 Average Cost) \$42,123.00	7,6,5
HMA Wedging	Full Lane, Intermittant HMA Repairs	Varies	\$1.11	\$71.50	\$65.00 - \$166.00/Ton	various	5,4,3
36A MOD. HMA Overlay 1 1/2 inches	HMA Rehabilitation of Existing Pavement	15 - 20 Years	\$6.74 - 7.89	\$55.72	\$54.00 - \$69.15/Ton	\$85,829.33	5,4
13A MOD. HMA Overlay HMA Overlay 2 inches	HMA Rehabilitation of Existing Pavement	15 - 20 Years	\$8.48	\$54.06	\$52.00 - \$62.88/Ton	\$102,995.20	5,4,3
Gravel/Pulverize/HMA Paving	HMA Paving Over a Recycled Gravel Surface	20 - 30 Years	\$15.35	\$95.09	\$87.85-\$102.32/Ton	\$180,106.67	3,2,1
Gravel/Pulverize	Constructing an Improved Gravel Surface with Recycled HMA and Gravel	Varies	\$3.80	N/A	N/A	(Estimated Cost) \$44,586.67	3,2,1

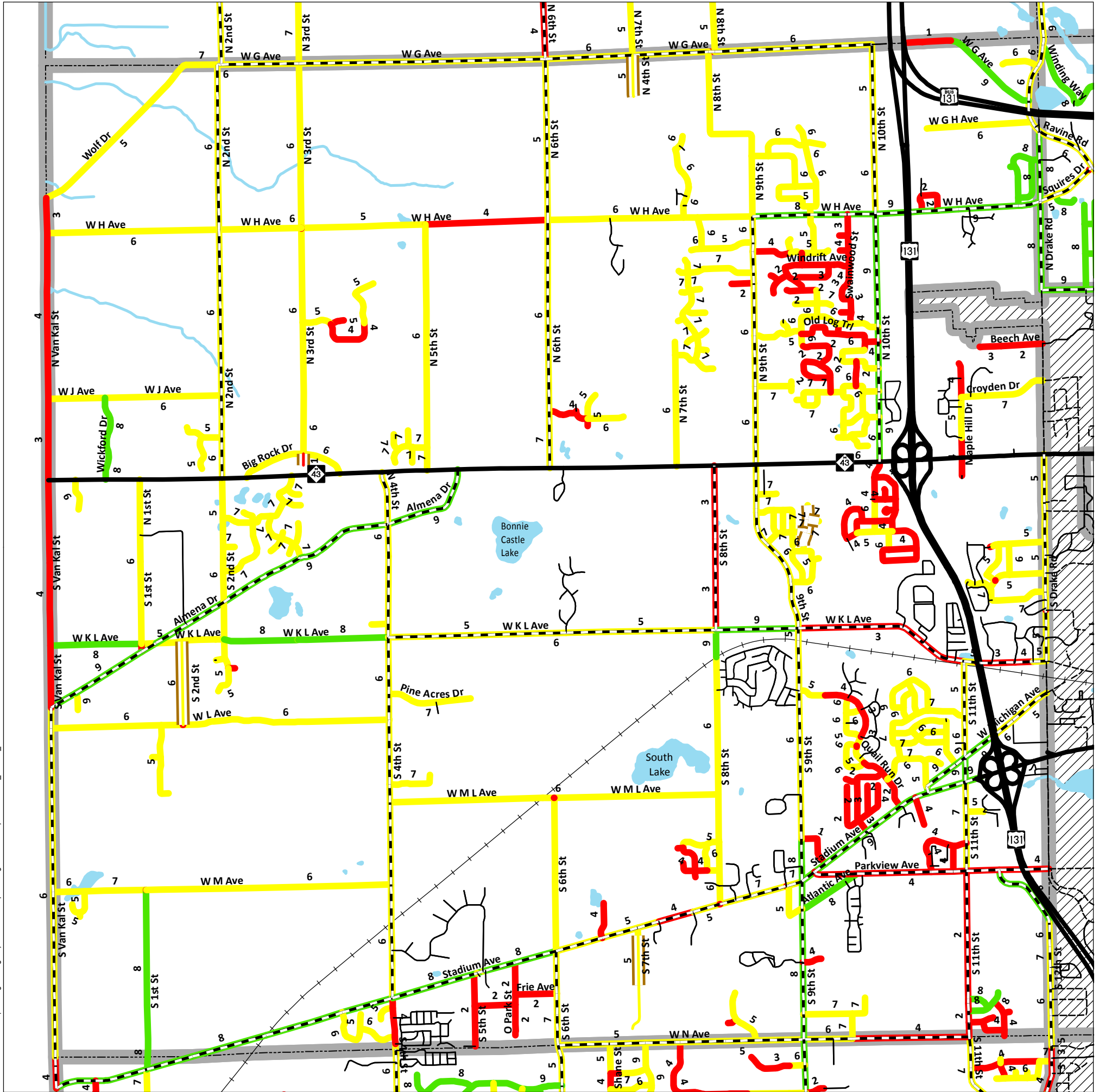
*Figures provided above are average cost for local road projects in 2017. Project estimates for the 2018 construction season will be determined based on bid/projected material, equipment, labor, and overhead/fringe cost.

**Pavement Surface Evaluation and Rating

***Anticipated Service Life may vary based on preventive maintenance investments.

2018 Current Asset Management Ratings Map

Oshtemo Twp



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ASSET MANAGEMENT

Asset Management is a systematic approach to selecting the best investment at the right time to maximize the life of the asset being measured, in this case, road surface conditions. The goal is to maintain our roads in good condition, making periodic investments in the pavement, rather than letting it deteriorate to a level that requires a major investment to bring it back to a good condition. Periodic maintenance investments typically total less than the major investment required to rebuild a road.

PASER RATINGS

PASER stands for Pavement Surface Evaluation and Rating. The PASER rating scale ranges from 1, failed condition, to 10, brand new pavement. A pavement will only be a 10 the first year of its life, the second year it may automatically become a 9. Any condition of 8 or greater is considered to be a good condition, 7, 6 or 5 are fair, 4 or lower is poor.

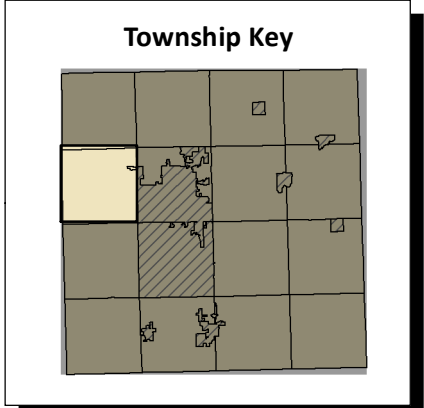
- PASER based on 2016 ratings and project improvements.
- Private roads not rated.

IBR SYSTEM

IBR stands for Inventory Based Rating. Condition assessment of unpaved/gravel roads is based on the Surface Width, Drainage Adequacy and Structural Adequacy of the roadway. Each of these three assessment areas are then aggregated to the IBR rating for good, fair, poor ranging from 1, poor condition, to 10, good condition. Once initial ratings are established, updates only occur when a construction or rehabilitation activity is completed. The baseline IBR rating occurred in 2015.

THE RIGHT FIX AT THE RIGHT TIME

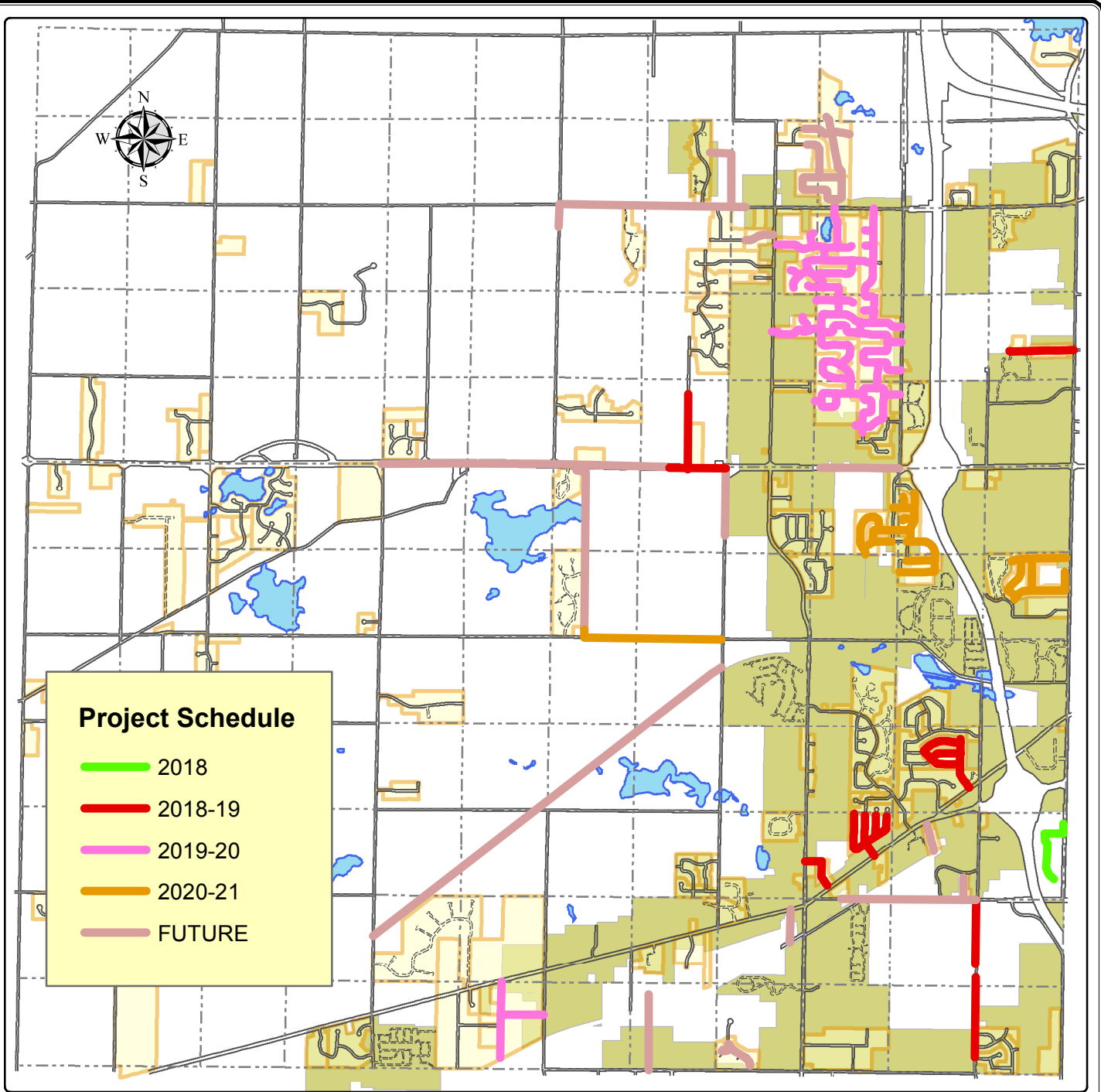
The RCKC determines the best fix to optimize service life for each of our projects. Good pavement management involves less expensive treatments earlier in the life of the pavement in order to take full advantage of infrastructural investments.



Road Classification State Trunkline County Primary County Local - Gravel City Private	Gravel Road Ratings Good (10, 9, 8) Fair (7, 6, 5) Poor (4, 3, 2, 1)	Road Ratings Good (10, 9, 8) Fair (7, 6, 5) Poor (4, 3, 2, 1) Private Roads (Not Rated)	Boundary Designations Township/City Lakes & Rivers City/Village Limits
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RCKC Road Commission of Kalamazoo County
 3801 E. Kilgore Road
 Kalamazoo, MI 49001
 (269) 381-3171
 Fax (269) 381-1760
 www.kalamazooountyroads.com

For more information on this, as well as on other topics, please feel free to contact our office or visit our website.



Phased Eextensions of Public Sanitary Sewer



Assumes USDA Financing
through the Rural Development Program



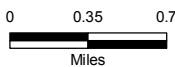
WORKING DRAFT

Charter Township of Oshtemo
Kalamazoo Co., Michigan

This map is for reference purposes only. While it is intended to be an accurate graphic representation, its accuracy cannot be guaranteed. Any conclusions or information derived from this map are at the users sole risk.

-  Plats and Condos
-  Sewer Service Available

Date: 1/11/2018

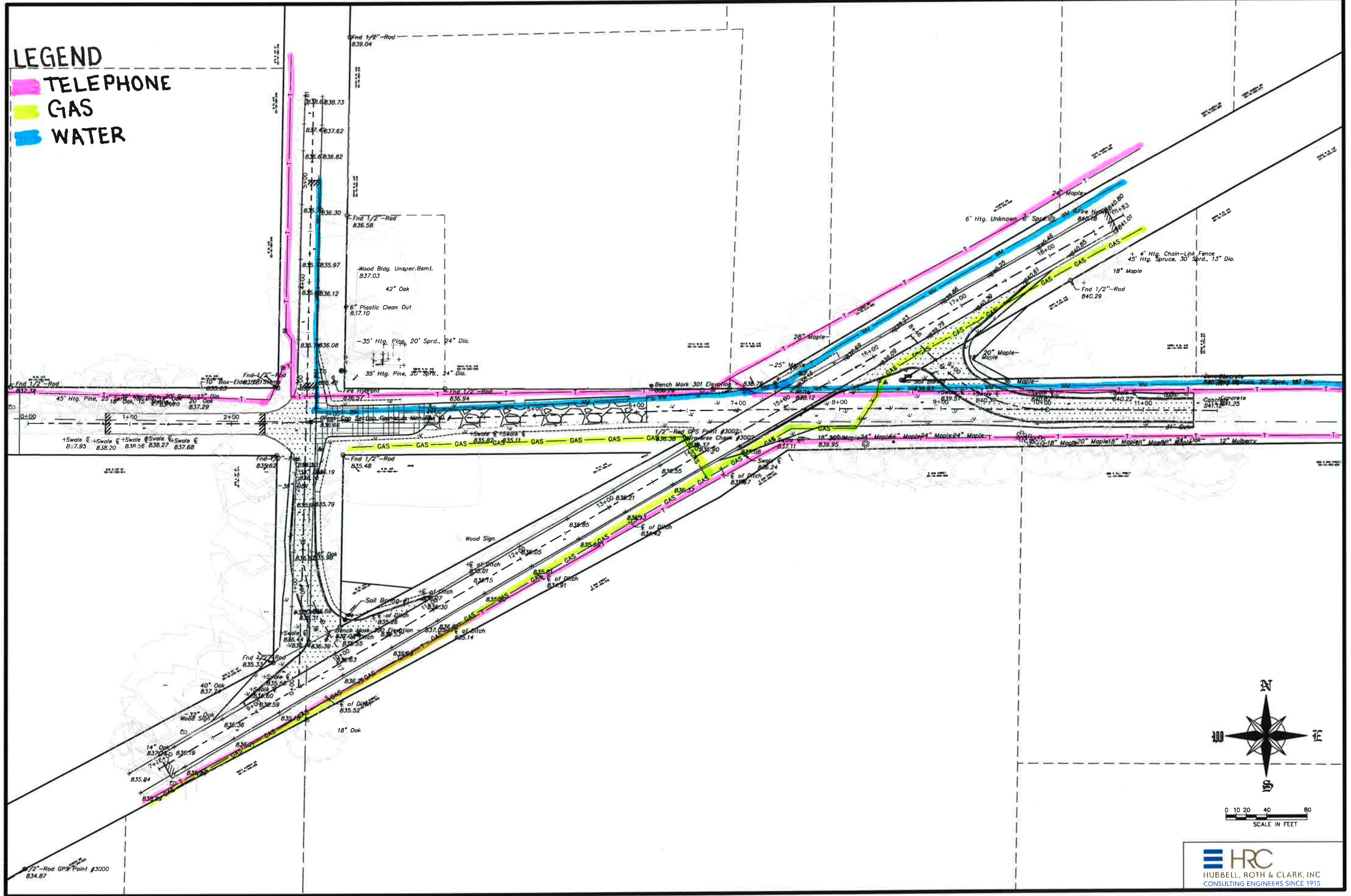


SWTE
2017 Price List for
Charter Township of Oshtemo

Item No.	Description	Quantity	Unit	Unit Price	Total Amount
<u>Water Main Tap & Curb Box</u>					
1	Water Main Tap; 1-1/4 Inch Corporation Stop (complete)	30	EA	\$381.73	\$11,451.90
2	Short Side Service; 1-1/4 Inch K-copper - up to 25 ft off Roadway Centerline	15	EA	\$370.00	\$5,550.00
3	Long Side Service; 1-1/4 Inch K-copper - up to 25 ft off Roadway Centerline	15	EA	\$925.00	\$13,875.00
4	Curb Stop; valve, plug, riser & cover (complete)	30	EA	\$457.18	\$13,715.40
5	Site Restoration; Soil Erosion & Sedimentation Control	30	EA	\$80.00	\$2,400.00
6	City of Kalamazoo Inspection Fee	30	EA	\$350.00	\$10,500.00
7	Public ROW Permit (fixed amount reimbursable; actual fees may vary by roadway agency)	30	EA	\$60.00	\$1,800.00
Job Specific Additions (as appropriate / if required)					
8	Additional Length, 1-1/4 Inch Service (K-Copper) [will include longside if main > 25 ft off centerline]	150	LF	\$18.05	\$2,707.50
9	Traffic Control; Lane Closure w/o Flagging	1	LS	\$250.00	\$250.00
10	Traffic Control; Lane Closure w/ Flagging	1	LS	\$375.00	\$375.00
11	Traffic Control; Lighted Arrow Board	1	LS	\$175.00	\$175.00
12	Concrete Sidewalk Repair	1	SF	\$5.50	\$5.50
13	Bituminous Pathway Repair	1	SY	\$65.00	\$65.00
14	Emergency - 48 Hr Response (e.g. Well outage/Line break/Off season/Other)	1	LS	\$0.00	\$0.00
Total Bid					\$62,870.30

LEGEND

-  TELEPHONE
-  GAS
-  WATER



OSHTEMO TOWNSHIP

MEETING SCHEDULE FOR 2018

EDC BOARD

(As Needed)

TOWNSHIP BOARD

Second Tuesday of each month at 6:00 pm

Fourth Tuesday of each month at 6:00 pm

**Budget Workshops *1-3pm, **5-7pm,
or #4-8pm**

January	9	July	NO
January	NO	August	14
February	13	August	27*
February	27	August	28**
March	13	September	11
March	NO	September	25#
April	10	October	9
April	24	October	23
May	15	November	13
May	NO	November	NO
June	12	December	11
June	26	December	NO
July	10		

JOINT TWP BOARD/ PLANNING COMMISSION / ZBA MTG

Quarterly—Tuesday at 6:00 pm

February	20	September	18
May	22		

DDA

Noon at Oshtemo Community Bldg

January 18
March 15
May 17
July 19
September 20
November 15

ZONING BOARD OF APPEALS

Fourth Tuesday of each month at 3:00 pm

January	23	July	24
February	27	August	28
March	27	September	25
April	24	October	23
May	22	November	27
June	26	December	18*

PLANNING COMMISSION

*Second and Fourth Thursday of each month
at 7:00 pm*

January	11	July	12
January	25	July	26
February	8	August	9
February	22	August	23
March	8	September	13
March	22	September	27
April	12	October	11
April	26	October	25
May	10	November	8
May	24	November	NO
June	14	December	13
June	28	December	NO

*Changed from normal meeting date

TITLE	# / Mtgs.	Members	Dates	Term/End Date
Board of Review	TBD	Fred Gould	March,	12.31.2019
Two Year Term, Start Jan 1, Odd Years		Kitty Gelling	July &	12.31.2019
		Neil Sikora	December	12.31.2019
		Kim Bourner (1st Alternate)		12.31.2018
		Fred Antosz (2nd Alternate)		12.31.2018
		Libby Heiny-Cogswell		
		Kristine Biddle (Staff)		
Corridor Improvement Authority (SoDA)		Galen Rike (Resident)		12.31.2019
5 to 9 members		Cheri Jodoin (Resident)		12.31.2019
Majority with ownership or bus int		Joe Gesmundo, AVB (Developer)		12.31.2020
At least 1 resident (w/in 1/2 mile)		Dale Shugars (County Rep)		12.31.2020
Four year term staggered terms		Corey Ashley, Grp. Mktg. Cvcs., (Business Rep)		12.31.2021
		Kelly Bringman, Nottingham Apts. (Mgr)		12.31.2021
		Dennis Patzer, At Large (School Admin)		12.31.2018
		Theresa Spurr, (Spurr Dental)		12.31.2018
		Libby Heiny-Cogswell (TB Liason)		
		Julie Johnston (Staff)		
DDA	6	Jack Siegel (Interest)	3rd Thurs, every other	12.31.2021
Four Year Terms		Bruce Betzler	month, starting Jan	12.31.2021
		Grant Taylor	@ noon	12.31.2021
		Ethan Sivewright (Resident)		12.31.2020
		Millard Loy (Interest)		12.31.2020
		Dick Skalski		12.31.2020
		Maria Dacoba (Interest)		12.31.2019
		Themi Corakis (Interest)		12.31.2019
		Rich McDonald (Interest)		12.31.2019
		Jay Brown (Resident)		12.31.2018
		Mike Lutke (Interest)		12.31.2018
		Julie Hite (Interest)		12.31.2018
		Libby Heiny-Cogswell (Twp Supervisor)		

TITLE	# / Mtgs.	Members	Dates	Term/End Date
Julie Johnston (Staff)				
Environmental Board Three Year Terms		Chad Hughson Druba Bhattari Neil Sikora	As needed	12.31.2020 12.31.2019 12.31.2018
Oshtemo Election Commission		Dusty Farmer Deb Everett Zak Ford	As needed	2.21.2017 to 11.20.2020
Friends of the Parks Two Year Term	6	Pam Jackson Deb Everett (TB Liason) Matthew Hunt Dennis Patzer Libby Heiny-Cogswell (TB Liason) Karen High (Staff, as needed)	2nd Wednesday of Jan, Mar, May, Ju, Se, Nov @ 4:30 pm	12.31.2018 2nd Term 12.31.2018 1st Term 12.31.2018 1st Term 12.31.2018 1st Term 12.31.2018 1st Term 12.31.2018 1st Term
Joint Boards Meetings	3	Township Board Planning Commission Zoning Board of Appeals DDA & SoDA Friends of the Parks Julie Johnston (Staff)	3rd Tuesday, 6 pm Feb, May, Sept	
SMBA (Southwest Michigan Building Authority)	24	Deb Everett Nancy Culp		
KATS Policy (Kalamazoo Area Transportation Study)	12	Libby Heiny-Cogswell (Primary) Deb Everett (Alternate)	4th Wed @ 9am (or as scheduled)	
KATS Technical (Kalamazoo Area Transportation Study)	12	Julie Johnston (Staff) Marc Elliott, (Staff)	2nd Thursday @ 9:00 a.m.	
Kalamazoo Regional Water & Wastewater Commission	10	Libby Heiny-Cogswell, Regional Chair Nancy Culp, Alternate Jim Porter (Staff)		

TITLE	# / Mtgs.	Members	Dates	Term/End Date	
Planning Commission Three Year Term	24	Cheri Bell	2nd & 4th Thursday@7pm (typically)(& any special meetings)	12.31.2020	1st term
		Bruce Vanderweele		12.31.2020	1st term
		Mary Smith		12.31.2020	2nd term
		Micki Maxwell		12.31.2020	1st term
		Ollie Chambers		12.31.2018	1st term
		Fred Antosz		12.31.2018	2nd term
		Dusty Farmer (TB Liason, Ex Officio)			
		Julie Johnston (Staff)			
Jim Porter (Staff Attorney)					
Public Media Network		Dave Bushouse			
		Grant Taylor (Citizen Rep)			
Zoning Board of Appeals Three Year Terms	24	Anita Smith (Alternate)	4th Tues @ 3 pm	12.31.2019	1st term
		Jim Sterenberg		As needed	12.31.2019
		Mike Smith	12.31.2020		1st term
		Bruce Vanderweele (PC Liason)		NA	
		Neil Sikora	12.31.2018	1st term	
		Bob Anderson (Alternate)	12.31.2018	1st term	
		Nancy Culp (TB Liason)		NA	
		Julie Johnston (Staff)			
Jim Porter (Attorney)					
911 Consolidation Advisory Board		Mark Barnes	Policy Committee		
			Technical Committee (Alternate)		

*Bold Font Indicates Proposed Changes. Others are Continuing

TITLE	# Mtgs	Members	Dates	Term/End Date
Board & Committee Appointments		Libby Heiny-Cogswell Nancy Culp Dusty Farmer	As needed	
Buildings and Grounds	12	Libby Heiny-Cogswell Nancy Culp Rick Everett (Staff) Carl Benson (Resident)	Quarterly @ 8:00 a.m.	
Capital Improvement (CIC)	4	Dave Bushouse Nancy Culp Libby Heiny-Cogswell Tim Mallett (Resident) Dick Hertzell (Resident) Kristine Biddle (Staff) Marc Elliott (Staff)	Quarterly, Jan, Apr, July, Oct 3rd Tues. @ 1pm	
Central County Transit Authority (CCTA)		Dusty Farmer	2nd Monday @ 11:30am	
"Listening Post" (Co-Hosts COG & Chamber of Commerce)		Dusty Farmer (Primary) Open to Entire Board	Monthly 4th Friday, 8am - 9am	n/a
Kalamazoo Brownfield Authority		Julie Johnston (Staff)	4th Thursday of each Month @ 4:00pm	NA
Kalamazoo County Transit Authority	12	Dusty Farmer, Attendee	2nd & 4th Monday, 5:30 p.m.	
HR (Human Resources) Work Group	12	Libby Heiny-Cogswell Dusty Farmer Deb Everett Ben Clark (Staff Representative) Jim Porter (Attorney) Mark Barnes (Staff) Ed Hellwege (HR Specialist)	Bi-monthly (Feb, April, June, Aug, Oct, Dec) 2nd Thursday @ 8:30 a.m.	
Board Group		Libby Heiny-Cogswell Dusty Farmer Deb Everett	As needed	
Metro Transit (City)/ Local Advisory Committee (LAC)		Dusty Farmer	3rd Wed, bi-monthly, 2:30 pm Jan, Mar, May, Ju, Se, Nov	
Parks	12	Deb Everett	3rd Thursday @ 7:30 a.m.	

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TITLE	# Mtgs	Members	Dates	Term/End Date
		Libby Heiny-Cogswell Cheri Bell (Resident) Paul Sotherland (At Large) Karen High (Staff)		
Police		Libby Heiny-Cogswell Deb Everett Zak Ford Mark Barnes (Staff Fire Chief) Jack Shepperly (Staff Police Specialist) Jim Sterenberg (Resident) Malcolm Blair (Resident) Jim Taylor (Resident) Nick Pollich (MSP-Primary, Resident) Scott Ernstes (MSP-Alternate) Jim Porter (Staff Attorney)	Quarterly as needed	
Safety		Mark Barnes (Staff) Kristine Biddle (Staff) Jennifer Woodstock Linda Ignasiak (Staff)	As needed	
Wellhead Protection Team		Jamie Baker (Staff)	Quarterly (approximately)	
IT Committee		Nancy Culp Zak Ford Grant Taylor Dusty Farmer Libby Heiny-Cogswell Kenneth Hudok Jr. Richard Burton (Citizen) Fred Antosz (Citizen) Jon Gibson (IT Consultant) Matt Tomczak (Member at Large) Marc Elliott Amanda McMillon Mark Barnes (Staff)	Quarterly Board Meeting w/subgroups Day & Time to be determined by Committee	

OSHTEMO COMMITTEES of the Board and informal representation for other area organizations

Effective September 12, 2017

*Bold Font Indicates Proposed Changes. Others are Continuing

TITLE	# Mtgs	Members	Dates	Term/End Date
IT Sub-committees		Zak Ford, Chair		
Social Media		Deb Everett		
		Ben Clark		
		Ken Hudok		
		Grant Taylor		
		Richard Burton		
		Jon Gibson		
		Fred Antosz		
Records Management		Dusty Farmer, Chair		
		Marc Elliott		
		Nancy Culp		
		Libby Heiny-Cogswell		
		Matt Tomczak		
		Richard Burton		
		Mark Barnes		
		Greg McComb (as needed)		
		Jon Gibson		
		Jeff Howe		
		Fred Antosz		
		Amanda McMillon		
		Deb Everett		

Marc Elliott

From: Staylor@swtexcavating.com
Sent: Sunday, January 14, 2018 7:13 PM
To: Marc Elliott
Subject: Fwd: 2018 water service contract

Sent from my iPhone

Begin forwarded message:

> Marc,
>
> As we discussed on the phone the new kazoo spec Corp has increased the price because they went from a 1/4 turn Corp to a full ball Corp. Also I was informed by the county that are right of way permit is increasing from \$60.00 to \$95.00. These will be the only increases for the 2018 contract. Any questions please let me know.
>
> 2017 Item#1 \$381.71
> 2018 Item#1 \$425.60
> Change \$43.89
> 2017 Item#7 \$60.00
> 2018 Item#7 \$95.00
> Change \$35.00
>
> Thanks
>
> Scott Taylor JR
> President
> SWT Excavating Inc.
> Office 269-327-1908
> Cell 269-998-6702
> Email:staylor@swtexcavating.com
>
>
>
> Sent from my iPhone

SWTE
2017 Price List for
Charter Township of Oshtemo

Item No.	Description	Quantity	Unit	Unit Price	Total Amount
<u>Water Main Tap & Curb Box</u>					
1	Water Main Tap; 1-1/4 Inch Corporation Stop (complete)	30	EA	\$381.73 425.60	\$11,451.90
2	Short Side Service; 1-1/4 Inch K-copper - up to 25 ft off Roadway Centerline	15	EA	\$370.00	\$5,550.00
3	Long Side Service; 1-1/4 Inch K-copper - up to 25 ft off Roadway Centerline	15	EA	\$925.00	\$13,875.00
4	Curb Stop; valve, plug, riser & cover (complete)	30	EA	\$457.18	\$13,715.40
5	Site Restoration; Soil Erosion & Sedimentation Control	30	EA	\$80.00	\$2,400.00
6	City of Kalamazoo Inspection Fee	30	EA	\$350.00	\$10,500.00
7	Public ROW Permit (fixed amount reimbursable; actual fees may vary by roadway agency)	30	EA	\$60.00 95.00	\$1,800.00
Job Specific Additions (as appropriate / if required)					
8	Additional Length, 1-1/4 Inch Service (K-Copper) [will include longside if main > 25 ft off centerline]	150	LF	\$18.05	\$2,707.50
9	Traffic Control; Lane Closure w/o Flagging	1	LS	\$250.00	\$250.00
10	Traffic Control; Lane Closure w/ Flagging	1	LS	\$375.00	\$375.00
11	Traffic Control; Lighted Arrow Board	1	LS	\$175.00	\$175.00
12	Concrete Sidewalk Repair	1	SF	\$5.50	\$5.50
13	Bituminous Pathway Repair	1	SY	\$65.00	\$65.00
14	Emergency - 48 Hr Response (e.g. Well outage/Line break/Off season/Other)	1	LS	\$0.00	\$0.00
Total Bid					\$62,870.30

+ 43.89

+ 35.00