

THE CHARTER TOWNSHIP OF OSHTEMO
Township Board Meeting
January 12, 2010

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 Grace Borgfjord
Trustee Dave Bushouse
Trustee James Grace
Trustee Scott McCormick

Also present were Township Attorney James Porter, Township Engineer Marc Elliott, Township Maintenance Department Head Bill Sams, KCSD Capt. William Timmerman, and 10 interested people.

Public Comment

Bernie Mein, 10339 Skyview, presented a list of questions regarding elected officials compensation. Supervisor Heiny-Cogswell suggested due to the length of the list and all information is not at hand, she would be happy to meet with Mr. Mein in the coming week.

Sgt. Faulk Report

Capt. Timmerman provided December and 2009 activity information.

Drake House

Neil Sikora, President of the Oshtemo Historical Society and Pam O'Conner of Preservation Practices, provided information regarding the application to place the Drake House on the National Register of Historic Places. Ms. O'Conner felt the driveway and carriage house were vital components of the application, noting the Township does not have to own the driveway to present it in the application and the carriage house would not have to be restored at this time. Consensus was to obtain estimates to "mothball" the carriage house and contact Kalamazoo College again regarding the driveway.

Medicare Insurance Option

Supervisor Heiny-Cogswell advised the Personnel Committee had been exploring options regarding insurance for retirees and employees/dependents over age 65. Bill Crown, Retirement Planning Specialist provided an overview of the available plans and cost estimates. Consensus was to further explore the options available.

Capital Improvement Projects

Discussion was held regarding capital improvement projects and possible funding methods. Attorney Porter, per direction of the Sewer/Water Committee, presented possible scenarios, noting two options, an installment purchase contract or revenue bonds coupled with a utility rate fee. There was discussion regarding fairness of a rate fee, fees already in place, whether mandatory connections should be considered and current economic conditions.

Parking Lot Lighting

Discussion was held with Bill Sams, Township Maintenance Department, regarding participation in Consumers Energy Rebate Program to replace fixtures and bulbs in all lights at Township facilities. Proposals from three electrical contractors were presented:

Esper Electric – \$13,511.00, Kerwin Electric – \$13,303.00, Midwest Energy Group – \$14,908.00

In response to Board members questions, Mr. Sams advised Consumers Energy will conduct a review of the proposals from the electrical contractors which could result in a modification in the number of fixtures to be replaced, the rebates are provided to the contractor from Consumers and the Township would pay the price quoted by the contractor. Consensus was to move this forward subject to the approval of Consumers Energy. This item will be taken up on the regular agenda.

The Board work session adjourned at approximately 6:55 p.m.

Supervisor Heiny-Cogswell called the regular meeting to order at 7:00 p.m.

PRESENT:
Supervisor Libby Heiny-Cogswell
Clerk Deb Everett
Treasurer Nancy Culp
Trustee Grace Borgfjord
Trustee Dave Bushouse
Trustee James Grace
Trustee Scott McCormick

Also present were Township Attorney James Porter, Township Engineer Marc Elliot, and 5 interested people.

Motion by James Grace, second by Borgfjord, to approve the December 17th Special Meeting minutes. Carried.

Income to the General and Fire Funds of \$243,928.64 and disbursements of \$249,580.91 were reported. Motion by James Grace, second by Borgfjord, to accept the receipts and disbursements report. Carried.

CITIZENS COMMENTS ON NON-AGENDA ITEMS

State Representative Larry DeShazor presented information from the Revenue Estimating Conference advising a projection of 1.5 to 1.8 billion dollar deficit in the State Budget for the 2011 fiscal year.

FLOOD PLAIN MANAGEMENT ORDINANCE

An ordinance required by FEMA that the Township must have in place in order for residents to purchase flood insurance was before the Board for First Reading.

Motion by James Grace, second by Culp to accept the ordinance for First Reading and set Second Reading for February 9th. Carried.

EMPLOYEE HANDBOOK CHANGE

A recommendation from the Personnel Committee to amend the Employee Handbook, Section 6.18 adding provisions for substance abuse testing procedures was before the Board.

Motion by James Grace, second by Culp to adopt a resolution to amend the Employee Handbook, Section 6.18. Roll call showed McCormick-yes, Bushouse-yes, Everett-yes, Culp-yes, Borgfjord-yes, James Grace-yes, Heiny-Cogswell-yes.

WATER SERVICE CONNECTION FEES/CONTRACTOR

As discussed at the November 10, 2009 Township Board meeting, the City of Kalamazoo no longer uses their crews for tapping water mains and extending service for customers, therefore, the Township will now be the contact point for properties wishing to connect to public water. To establish a fair, cost averaging method for the tapping of the mains, bids were sought from contractors to perform the work in the Township. Recommendations to establish water service connection fees and appoint Scott W. Taylor Excavating as designated agent for water connections were now before the Board.

Motion by James Grace, second by Culp to adopt a resolution establishing fees for water connection. Roll call showed James Grace-yes, Borgfjord-yes, Culp-yes, Everett-yes, Bushouse-yes, McCormick-yes, Heiny-Cogswell-yes.

Motion by Culp, second by James Grace to adopt a resolution designating Scott W. Taylor Excavating as designated agent for water connections. Roll call showed McCormick-yes, Bushouse-yes, Everett-yes, Culp-yes, Borgfjord-yes, James Grace-yes, Heiny-Cogswell-yes.

PARKING LOT ENERGY EFFICIENT LIGHT REPLACEMENT

As discussed at the work session, three proposals were received regarding participation in Consumers Energy Rebate Program to replace fixtures and bulbs in all lights at Township facilities: Esper Electric – \$13,511.00, Kerwin Electric – \$13,303.00, Midwest Energy Group – \$14,908.00

It was noted Consumers Energy will conduct a review of the proposals from the electrical contractors which could result in a modification in the number of fixtures to be replaced, the rebates are provided to the contractor from Consumers and the Township would pay the price quoted by the contractor.

Trustee Bushouse wished to comment for the record he hoped the ballasts are guaranteed.

Motion by Culp, second by James Grace to accept the proposal from Kerwin Electric in the amount of \$13,303.00 subject to the approval of the project by Consumers Energy. Carried.

ROAD POLICY AMENDMENTS

Proposed amendments to the Township Road Policy were before the Board including assessing 100% for semi seal coating added to chip and seal projects in plats and setting a front foot assessment amount for cul-de-sacs for overlay. There was discussion of the formula used for calculating the cost for cul-de-sacs at \$42.00 per front foot. Supervisor Heiny-Cogswell advised a standard cul-de-sac is 100 foot diameter or three times the amount of pavement in a straight stretch of road.

Dick Hertzell, 2484 Isle Harbor Court commented consideration should be given to cul-de-sacs that have islands.

Motion by Borgfjord, second by Culp to amend the road policy as presented with the addition of language addressing cul-de-sacs with an island at \$28.00 per front foot. Carried.

CLOSED SESSION

Motion by Culp, second by Borgfjord to adjourn to closed session to discuss pending litigation because doing so in open session could negatively impact the Township's position. Roll call vote showed McCormick-yes, Bushouse-yes, Everett-yes, Culp-yes, Borgfjord-yes, James Grace-yes, Heiny-Cogswell-yes.

The Board adjourned to closed session at approximately 8:10 p.m.

Motion by Culp, second by James Grace to return to open session at approximately 8:35 p.m. Carried.

Motion by James Grace, second by Borgfjord to authorize the Township Attorney to proceed as discussed in closed session. Carried.

There was no further business and the meeting was adjourned at approximately 8:35 p.m.

DEBORAH L. EVERETT
Township Clerk

Attested: LIBBY HEINY-COGSWELL
Supervisor