

THE CHARTER TOWNSHIP OF OSHTEMO
Township Board Meeting
February 11, 2014

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 Dave Bushouse
Trustee Nancy Carr
Trustee Dusty Farmer
Trustee Lee Larson

Also present were Township Attorney James Porter, Township Engineer Marc Elliott, Planning Director Greg Milliken, and 3 interested people.

Kalamazoo County Update – Commissioner Julie Rogers was present and provided information on activity of the County Board. Commissioner Phil Stinchcomb, County Board liaison to the Kalamazoo County Road Commission was also present advising of a public hearing on February 25th for the petition to abandon Century and Highfield Streets.

Discussion – Sanitary Sewer – Discussion was held regarding strategic planning for sanitary sewer; a report from the Capital Improvement Committee and presentation from Engineer Elliot were provided. Topics included identifying the need and funding options. Further discussion will take place at future meetings.

The Board work session adjourned at approximately 6:45 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
Trustee Dave Bushouse
Treasurer Nancy Culp
Trustee Nancy Carr
Trustee Dusty Farmer
Trustee Lee Larson

Also present were Township Attorney James Porter, Township Engineer Marc Elliott, Planning Director Greg Milliken, and 6 interested people.

CONSENT AGENDA

Items on the consent agenda were:

- a) Minutes of the January 14th regular and January 29th special meetings
- b) Receipts & Disbursements Report
- c) Flesher Field Phase II Consultant Agreement with OCBA.
- d) New Firehouse Software Licensing Agreement
- e) Authorization for Change in Standard Lighting Contract with Consumers Energy

Trustee Carr requested items c, d, and e be removed. Motion by Larson, second by Farmer to approve the consent agenda as amended. Carried.

FLESHER FIELD PHASE II CONSULTANT AGREEMENT

Trustee Carr inquired what the agreement was for. Supervisor Heiny-Cogswell advised to prepare the construction contract documents to build Phase II per the grant received.

Motion by Larson, second by Culp to approve the consultant agreement with OCBA. Carried 6-1 with Carr voting no.

NEW FIREHOUSE SOFTWARE LICENSING AGREEMENT

Trustee Carr inquired why this item was on the agenda if it was in the budget. Captain Chip Everett advised it is a new contract with a five year commitment, therefore, felt it needed Board approval.

Motion by Farmer, second by Larson to approve the agreement as presented. Carried 7-0.

AUTHORIZATION FOR CHANGE IN STANDARD LIGHTING CONTRACT WITH CONSUMERS ENERGY

Trustee Carr inquired why the streetlight near Ravine Road was being removed from the contract and how long the Township has been paying for it. Supervisor Heiny-Cogswell advised a recent audit by Consumers Energy determined the light is located in Kalamazoo Township; it is unknown how long it has been billed.

Motion by Larson, second by Farmer to approve the change in the lighting contract. Carried 7-0.

PUBLIC HEARING – KELLISON WOODS SPECIAL ASSESSMENT DISTRICT

A public hearing was held on a petition from residents of Kellison Woods Phase II to establish a special assessment district and contract with the Kalamazoo County Road Commission for the top coat of asphalt on a currently unfinished private road.

There was no public comment.

Motion by Heiny-Cogswell, second by Farmer to adopt a resolution setting the special assessment roll as noticed. Roll call showed Bushouse-yes, Carr-yes, Culp-yes, Everett-yes, Larson-yes, Farmer-yes, Heiny-Cogswell-yes.

REZONING REQUESTS – SECTION 24 & 25

Planning Director Milliken presented a recommendation from the Planning Commission for approval of a rezoning request, a portion of a 12 acre parcel at 5070 West Michigan from I-1 Industrial to I-2 Industrial. He advised the property is currently split between I-1 and I-2; the owners wish to have the entire parcel I-2. He noted the request is consistent with the Master Land Use Plan and there was no public comment at the Planning Commission public hearing.

Planning Director Milliken presented a recommendation from the Planning Commission for approval of a rezoning request, a less than .1 acre parcel which should have been included in the rezoning approved in late 2013 for the 40 parcels at the northwest corner of Stadium Drive and Drake Road. He noted the parcel was indicated on the map at the time of the earlier request, however, the parcel number was not listed in the notice. He noted the request is consistent with the Master Land Use Plan and there was no public comment at the Planning Commission public hearing.

Motion by Heiny-Cogswell, second by Farmer to accept both rezoning requests for First Reading and set Second Reading for February 25th. Carried 7-0.

ROAD ASSESSMENT RESOLUTION AMENDMENT – INCLUDE NON-MOTORIZED POLICY

A recommendation from the Capital Improvements Committee to include non-motorized facilities in the Township's Road Assessment Resolution was before the Board. The recommendation adds three items, 1) an assessment of \$25.00 per front foot for residential zoned and \$30.00 per front foot for commercial/industrial zoned sidewalks/shared use paths with the exception that residential properties along National Functional Classification (NFC) arterial roads would not be assessed, 2)if sidewalk/shared path project costs are less, individual assessments would be credited accordingly and 3)if any development is required by zoning to provide a sidewalk/shared path, the development bears full cost. Planning Director Milliken provided a map indicating the roads classified as arterial by the NFC; it was suggested the map be added to the resolution.

Motion by Larson, second by Heiny-Cogswell to approve the amendments to the Road/Sidewalk/Shared Use Path Assessment Resolution. Roll call showed Everett-yes, Larson-yes, Farmer-yes, Culp-yes, Carr-yes, Bushouse-yes, Heiny-Cogswell-yes.

CITIZEN COMMENTS

None.

OTHER BUSINESS

Supervisor Heiny-Cogswell provided a copy of the policy for Cell Phone/Computer Use During Public Meetings to Board members.

She also advised the Township has been selected by the State Tax Commission for their Audit of Minimum Assessing Requirements (AMAR) for the 2013 tax assessment roll.

BOARD MEMBER COMMENTS

Supervisor Heiny-Cogswell advised applicants for the Corridor Improvement Authority (CIA) Board will be sought as the process goes forward, applicants should be residents and/or property owners of the authority area.

She also advised Public Media Network will be hosting an open house on February 13th for tours of their renovated facilities.

There was no further business and the meeting was adjourned at approximately 7:35 p.m.

DEBORAH L. EVERETT
Township Clerk

Attested: ELIZABETH HEINY-COGSWELL
Supervisor