

THE CHARTER TOWNSHIP OF OSHTEMO
Special Meeting: Rescheduled IT Work Session and Regular Meeting
January 29, 2019
6:00 PM

The Oshtemo Township Board Special Meeting was held at the Township Hall. Supervisor Heiny-Cogswell called the meeting to order at approximately 6:00 PM.

PRESENT:

Supervisor Libby Heiny-Cogswell
Clerk Dusty Farmer
Treasurer Nancy Culp
Trustee Deb Everett
Trustee Zak Ford
Trustee Ken Hudok
Trustee Cheri Bell

Also present were Township Attorney Jim Porter, Public Works Director Marc Elliott, Fire Chief Mark Barnes, Undersheriff Jim VanDyken, IT Consultant Jon Gibson, and 2 interested people.

Public Comment

Supervisor Heiny-Cogswell called for public comment. No public comment.

Discussion & Consideration of Oshtemo Server Replacement

IT Consultant Jon Gibson presented information regarding server replacement. Board consensus was to move forward with cloud migration.

Motion by Ford, second by Farmer to authorize the IT Director and Consultant to finalize the contract with Secant for a fully hosted cloud server and bring back to the Board on February 12, 2019.

Discussion of Server Room HVAC

This item will be discussed internally and brought back to the Board at a later date.

Discussion on Internet Access at Grange & Community Center & Wireless Access at Township Parks (Continued)

This item will be brought back to the Board at a later date.

Consideration of Website Migration

No action necessary.

Discussion on Mass Communication

Clerk Farmer informed the Board that the Township will begin accepting update requests from community members on the website, similar to requests to receive emailed newsletters. If people choose to sign up, they will receive email notifications when information is added to the website.

Update on GO! Green Oshtemo Schedule

The Go! Green Master Plan section will be before the Board on February 12, along with the Cemetery Master Plan, and sent to the DNR by March 1, 2019.

Discussion on Cemetery Ordinance & 2019 Fees

This item will be brought back to the Board at a later date.

Consideration of Board/Committee Appointments

Motion by Everett, second by Ford to approve the Boards and Committees appointments. Motion carried 7-0.

Request from Board to discuss the purpose of the Government Efficiency at a work session in February.

Consideration of Outside Labor, HR Counsel, & Public Relations (PR) Appointments (as needed)

Motion by Ford, second by Everett to approve the recommended HR and Labor Counsel to be used as needed by the Township as described in the memo from Human Resources on January 14, 2019. Motion carried 7-0.

Motion by Ford, second by Farmer to approve the use of recommended PR Consultant for use by the Township as needed and approved by the Board. Motion carried 5-2.

Consideration of Public Works 2019 Road Maintenance PAR Projects (Phase I)

Motion by Ford, second by Farmer to approve the 2019 Road Maintenance PAR Projects (Phase I), including the fog seal. Motion carried 4-3.

Consideration of Employee Handbook Amendments (Four)

Motion by Heiny-Cogswell, second by Ford to amend Section 6.8 allowing the Personnel Director to relax dress codes when appropriate, amend Appendix A to allow Township Administration to combine half day holidays of Christmas Eve and New Year’s Eve into one full day before Christmas as appropriate, and to amend Appendix B Sections E and F allowing 2 days of PTO to be applied before the 6 month anniversary and clarifying that part time employees receive PTO at their full time equivalent. Motion carried 7-0.

Board Member Comments

Treasurer Culp made an announcement that she will be resigning from the Board effective February 22nd.

Public Comment

Supervisor Heiny-Cogswell opened public comment. No public comment.

Closed Session

Motion by Ford, second by Everett to enter closed session for the purpose of discussing acquisition of real estate, receiving written opinion of counsel, and to discuss pending litigation. Roll call. Resolution adopted 7-0.

Motion by Ford, second by Bell to exit closed session. Motion carried 7-0.

Motion by Ford, second by Culp to proceed as discussed in closed session. Motion carried 7-0.

Supervisor Heiny-Cogswell adjourned the meeting at approximately 11:10 PM.

Prepared by: Dusty Farmer
Township Clerk

Attested: Libby Heiny-Cogswell
Township Supervisor