



Capital Improvements Committee

May 21, 2013

MEETING SUMMARY

A meeting of the Capital Improvements Committee of Oshtemo Township was held on Tuesday, May 21, 2013 at 1:00 P.M. in the north meeting room of Oshtemo Township, 7275 West Main St., Kalamazoo, MI. Persons in attendance included Dave Bushouse, Nancy Culp, Libby Heiny-Cogswell, James Porter, Tim Mallet, Tom Wheat and Marc Elliott.

1. Meeting Summary. Meeting summaries of February 19th and April 23rd were reviewed by members. Upon motion by Tim and second by Nancy, the meeting summaries were approved.
2. Citizen Inquiry/Misc. Staff brief members regarding items of general interest which came up since the last meeting.
 - a. Bicycle Improvements Requested: N Ave and 11th St – Doug Kirk VP of the Kalamazoo bicycle club stopped in and expressed a strong need to improve the shoulder and additional facility work to accommodate bicyclists. He expressed that there were many users crossing US131 at Parkview and using the 11th to N Ave route to get to the I94 Bridge in-route to KVCC.
 - b. KL Landfill – Staff reported that 10695 West Main Street has been approached again to complete a connection to public water. Apparently the prior owner would not allow access to the property to complete the work. It was a land contract situation, and we understand the owner (an Illinois resident) has reassumed control. Completing this connection is now back on track for this summer.
 - c. Other – Marc commented that progress is continuing to be made in getting his hands around managing utility records and responding to miscellaneous inquires.
3. SAW Grant Opportunity. Tom Wheat provided an overview of a forthcoming grant that MDEQ is making available to support asset management programs for Stormwater And Wastewater (SAW). Tom explained that the application is expected to be available in early fall. The first step is defining need through an initial assessment. This information would be used in the grant application to define the work for which the grant funds would be applied. The grant monies would then be used to complete a detailed inventory (fill in missing pieces). The inventory would identify system specifics such as size, type, capacity, age and conditions. The Asset Management Plan would include a horizon of needs and project the costs. In this way the funding needs to preserve and manage the assets would be defined.

There is a 10% match required for the application. Marc noted that MDEQ has a “take back” provision in the grant if the grantee fails to implement. As an asset planning grant, MDEQ has stated implementation of new rates to provide funding for the defined asset management needs would satisfy MDEQ’s requirement for “implementation.” Tom was requested to submit a proposal to complete the proposed snap-shot assessment to be used as a basis for the application.
4. Sanitary Sewer Strategy. Members discussed the next steps needed for moving the community forward with sewer connections were service is available. The committee reaffirmed its concept of

mandating sanitary sewer connections if the existing septic system has exceeded 15-years of age. Some members remained ambivalent as they recognized it would be a burden from some residents, especially in these economic times. However the consensus remained that it was a necessary next-step, and was in the community's long-term interest to protect the environment and preserve property values. It was determined that preparing both the community and the board to was the next logical step. A series of educational work sessions with the board and public was discussed. Some members suggested this task may be found to be as difficult as the policing issue which the board is currently working on. It was determined that Marc & Libby would seek to schedule a board work session in the near future.

5. Updates on Utility Improvements. Members were provided the following updates.
 - a. KL Avenue Hydrants (public water) – The construction start-date for this project has been moved back to May 28th to get beyond the holiday weekend.
 - b. Kalamazoo Christian Schools (public sanitary) – Tom reported that the sewer pipe is constructed and that it is pending acceptance testing.
 - c. Sky King Meadows II (public water, public sanitary) – The sanitary sewer is in and has passed the air testing. The mandrel testing is underway. There are 4 lines remaining to be mandreled.
 - d. Xtreme Clean Car Wash (public sanitary) – Oshtemo holds a public easement to extend public sewer through the adjoining parcel to the east of this private development site. Oshtemo is seeking to facilitate establishment of a direct agreement between the developer and the adjoining owner to enable seamless construction of this public infrastructure as part of the overall private development. Construction is expected to commence in early June.
 - e. West Main St. Pressure Reduction Station (public water) – Karen has initiated development of a landscape plan to be incorporated as part of the final work by the City of Kalamazoo for this project funded by the KLA Group.
6. Updates on Other Projects (Planning/Design). Staff will review work progress on short- and long-range planning projects with capital improvement implications and/or opportunities.
 - a. Proposed 10th St. Sanitary Sewer (Oshtemo) – The permit application to build this public sanitary sewer has been submitted to MDEQ. While the Township's funding and targeted construction date remain uncommitted, it was noted the permit will be valid for two years. Tom also noted the City was also continuing to tweak their standard specifications for sanitary sewer pump stations. These changes would not affect the basis of design upon which the permit application is based. The basic design would likely remain valid for the next several years. That is, even if the project is not initiated in the two year permit window, it would be a small exercise to make any necessary plan updates and resubmit the project for permitting.
 - b. Drake Road, North of Stadium (MDOT) – Libby stated she remains positive that non-motorized facility improvements can be incorporated as a public/private partnership as part of this project. Before further progress can be made, MDOT and the property owner need to reach consensus on items unrelated to the sidewalk/side-path that Oshtemo is seeking to facilitate.
 - c. Drake Road, North of West Main (City of Kalamazoo/KCRC) – Libby commented that she is moving to having a meeting with K Township and the City to get everyone on the same page regarding project scope as it relates to including a non-motorized facility with this proposed 2014 project. The KCRC has demurred, saying that they still don't have enough information. They want to wait on joint discussions until the Engineering Consultant which they have hired comes back with survey data and a preliminary analysis.

- d. Colony Farms Orchards (WMU) – a productive meeting was held between the Township and WMU staff to consider anticipated infrastructure extensions and related items that will be needed to support WMU’s plans for this area of the Township. The discussions were “scoping” in nature, and were mutually respectful of the interests expressed by both parties.
7. Roadway Information Items.
- a. KATS Contributed Services Agreement – Members received a copy of the contracted “in-kind” services which Oshtemo and other local jurisdictions have committed to providing to the Kalamazoo Area Transportation Study. KATS needs these local service commitments in order to provide a local match (dollars or in-kind) to the State’s grant funding that KATS receives for transportation planning.
 - b. Act 51 Expenditure Report – KCRC (2012) – Members received a copy of KCRC’s FY year-end expenditures which was broken down into lane-mile expenditures by governmental jurisdiction.
8. Other Business/Member Comments. Libby announced that she receive a model resolution from KCRC to be sent to state legislators and others. The resolution encourages state legislative efforts to significantly increase Michigan’s roadway maintenance funding. Michigan’s roadways have been strategically underfunded for the last several years. Libby will be bringing a similar resolution to the Township Board. Members acknowledged awareness of the state funding deficit, and encouraged having the Township Board proceed with a supporting resolution.
- Libby next discussed a recent meeting of Kalamazoo Supervisors. Pat White has been working on recommendations to KCRC on the use of PAR funds. A few options are being considered. The fundamental goal being that the Townships would like to preserve the full use of PAR funds for local roads. If any one Township fails to utilize/match the PAR funds that KCRC reserved for them, it would be desirable if KCRC would offer up the unused funds to other Townships before reverting the dollars back to county primary roadways.
9. Next Meeting. The next meeting of the Capital Improvements Committee will be held on Tuesday, June 18th at 1:00 P.M.