



## Capital Improvements Committee

June 18, 2013

### MEETING SUMMARY

A meeting of the Capital Improvements Committee of Oshtemo Township was held on Tuesday, June 18, 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, Cathy Harrell, Libby Heiny-Cogswell, James Porter, Tim Mallet, Tom Wheat and Marc Elliott.

1. Meeting Summary. The meeting summary from May 21<sup>st</sup> was reviewed by members. Upon motion by Libby and second by Tim the meeting summary was approved.
2. Appraisal Phase Proposal. Members reviewed a work proposal related to the Township's sanitary sewer system provided by Tom Wheat. Tom described the project as an initial appraisal of known sanitary sewer assets. The purpose of the work is to define a larger scope of work and the additional data collection necessary to complete an inventory of the Township's sanitary sewer assets. This work scope would subsequently be the basis to seek grant funding from the MI Department of Environmental Quality to complete an asset management plan. This is a new grant that will be available this fall on a first-come, first-serve basis. A 20% soft match is required. Per informal discussions with MDEQ, most of this work by Prein&Newhof is anticipated to be reimbursable as an eligible, pre-grant expenditure.  
Tom brought an updated proposal that refined some of the task descriptions, based on preliminary comments which Libby and Marc and given to Tom. Tom highlighted these modifications in his overview presentation. Members endorsed seeking Township Board to approve this work which would be paid for out of the sanitary sewer fund.
3. Updates on Utility Improvements. Staff reviewed progress and current status of several capital improvement projects underway.
  - a. KL Avenue Hydrants (public water) – The new hydrants have been accepted into the public water system by the City of Kalamazoo. There are a few cleanup items remaining, plus some incidental change orders related to some field adjustments. The project will be completed within the approved budget.
  - b. Kalamazoo Christian Schools (public sanitary) – The new sanitary sewer has been air tested and mandrel tested. A visual inspection of the manhole bench structures and video recording of the pipe runs remains to be completed.
  - c. Sky King Meadows 2 (public water, public sanitary) – The installed water main has been accepted into to the public water system by the City of Kalamazoo. The sanitary sewer pipe has been installed and air tested. Other sanitary sewer tests and inspections remain outstanding.
  - d. Xtreme Clean Car Wash (public sanitary) – This project includes a small extension of the public sanitary sewer system. Oshtemo is coordinating with the adjacent property owner in order to facilitate private construction of the sanitary. That is, Oshtemo's role would be limited to design review, construction observation and acceptance.

- e. West Main St. Pressure Reduction Station (public water) – No additional progress was noted on providing enhanced landscaping and screening.
  - f. KLA Landfill – Marc noted that private water well removal and the installation of a public drinking water service connection will be initiated on June 24 for the residential structure at 10695 West Main. The water service will be extended approximately 1200 ft off from 1<sup>st</sup> Street. This should be the last of the voluntary water connections within the proposed Groundwater Restricted Use Zone (GRUZ). Marc stated that he believes there are two homeowners that have refused the free water connections, and 6 to 12 private wells that owners have refused to voluntarily abandon in advance of adoption of the GRUZ. The KLA group is expected to petition the County to establish the GRUZ in the next 12-18 months.
4. Updates on Other Projects (Planning/Design). Staff reviewed work progress on short- and long-range planning projects with capital improvement implications and/or opportunities.
- a. Drake Road, North of Stadium (MDOT) – Members were reminded that Oshtemo was seeking to collaborate with MDOT and the property owner of a large track of land at the northwest corner of Stadium and Drake. The MDOT project will require easement acquisition, home abandonment and grading easements. Oshtemo is seeing to include non-motorized facilities in these concept designs. We understand that MDOT’s timeframe was setback due to issues associated with designing the new bridge at US 131. The land owner wants to finalize his agreements with MDOT before making commitments with the Township about trailways. We understand MDOT has made an offer, but that there is no final agreement.
  - b. Drake Road, North of West Main (City of Kalamazoo/KCRC) – Marc and Libby reported that they and Greg Milliken have had discussions with KATA, KCRC, City of Kalamazoo and K-Township over roadway improvements scheduled for North Drake, from West Main to Ravine. Two agencies have Act 51 project monies, with project authority split between the City of Kalamazoo (south of Grand Prairie) and KCRC (north). Oshtemo has an interest in installing about 12 sanitary sewer leads in advance of the road work. The Drake Road sanitary was installed without leads being extended to the Oshtemo side. Oshtemo has also been promoting sidewalks, bicycle accommodations and/or trailways within both Oshtemo and Kalamazoo Townships. These facilities tend to get overlooked when third-party road agencies are the project leads. K-Twp is particularly interested in providing non-motorized access to the Kalamazoo Central High School campus. These discussions have been fruitful and we remain hopeful that design/concept for these facilities can be completed this year and possibly incorporated into the 2014 construction (i.e. contingent on available funding).
  - c. Sanitary Strategic Plan (future board work session) – Members briefly discussed next steps in briefing the board. Libby and Marc will coordinate scheduling work/education sessions with the Board. Some members indicated the topic may raise difficulties similar to the Board’s struggle with the new Policing Policy that is being worked on. Tim continued to caution that it would be a hard sell to many home owners. He believed average occupancy is 7 years. It just doesn’t seem to him that owners would see the value of mandatory connections, although he continues to believe it is the right thing for the Township to do.
  - d. The City has informally announced their intent to prohibit developer installed water leads. – Marc shared with members that the new utility leadership at Kalamazoo has indicated they intend to not allow water service connections to be installed in advance of service requests. When the City stopped providing work crews to do water main tapping, the Township elected to require service taps be installed at the time of development approval. Projects underway will not be affected. It is uncertain how this disagreement will be addressed with the next new development in Oshtemo.

5. Roadway Information Items. On May 30 we learned from KATS that area transportation construction savings for 2013 (from bid prices received by KCRC and City of Kalamazoo) have yielded an unobligated balance of \$209,374.32. Staff petitioned for use of these funds in Oshtemo for non-motorized project. The funds would need to be expended by KCRC as the Act 51 entity. Unfortunately no projects were sufficiently mature to make them eligible for the FY2013 expenditure time frame.
6. Other Business/Member Comments. One member observed that the City water booster station at KL Avenue, at US131 has been hit with graffiti. Marc will relay this information to the City for corrective action.
7. Next Meeting. Meeting participants reviewed their schedules and determined that several members would be unable to attend the next regularly scheduled meeting (July 16). As a result, next meeting of the Capital Improvements Committee was changed to one week following, the new date being Tuesday, July 23rd at 1:00 P.M.