



## Capital Improvements Committee

August 20, 2013

### MEETING SUMMARY

A meeting of the Capital Improvements Committee of Oshtemo Township was held on Tuesday, August 20, 2013 at 1:00 P.M. in the north meeting room of Oshtemo Township, 7275 West Main St., Kalamazoo, Michigan. Persons in attendance included Dave Bushouse, Cathy Harrell, James Porter, Tom Wheat and Marc Elliott.

1. Meeting Summary. The summary from the June 18th meeting was reviewed by members. No additions or corrections were noted and the meeting summary was approved.
2. Water Service Connections. Marc noted the Township's contractor will be completing their 4<sup>th</sup> year of providing residential water service connections (water main taps). Members were highly satisfied with the work. No adverse comments were known to have come into the Township. Marc and Tom both commented that they believed the cost have been very reasonable. Some members expressed that the working relationship we have with the Contractor was extremely valuable and felt it was desirable to extend the current contract. Tom mentioned that he understood Comstock would be going out to bid for the 2014 season. Marc suggested that there may be merit in joining with other organizations, perhaps through the auspices of the Kalamazoo Area Building Authority (KABA). Although open to the idea of such collaborations, no member suggested that Oshtemo should initiate such discussions as the current program is working well. The contractor will be contacted to determine his willingness to continue.
3. Updates on Utility Improvements. Staff reviewed progress and current status of several capital improvement projects underway.
  - a. Kalamazoo Christian Schools (public sanitary). The sanitary sewer has been air tested and deflection tested; awaiting video inspection and bench inspection. It was noted that the public sewer extension is above the new school and will not affect the ability of the school to connect.
  - b. Sky King Meadows 2 (public water, public sanitary). Sewer has been air tested and deflection tested; awaiting video and bench inspection. The sanitary lead cards are being worked on. The public water has been accepted
  - c. Xtreme Clean Car Wash (public sanitary). Sewer has been air tested and deflection tested; it will be videoed today. Loose gavel has been noted in the pipe and is to be removed by the contractor before further inspections.
  - d. West Main St. Pressure Reduction Station (public water). No progress on landscape plan.
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. South Drake Road Non-Motorized Facilities, North of Stadium Drive (MDOT). Staff is engaged with ongoing discussions between MDOT and the adjacent property owner at the northwest corner of Drake and Stadium Drive. The state will be acquiring additional ROW for Drake Road, demolishing rental homes and will need to relocate the existing Century Drive access point onto Drake Road. The Township is working to assure non-motorized facilities are considered among the earth changes being implemented to affect the aforementioned roadway improvements. The property owner and MDOT are continuing to

- negotiate the value of the ROW plus property-owner proposed contributed earth change and private roadway improvements that will facilitate redevelopment of the adjoining property.
- b. North Drake Road Non-Motorized Facilities. Members reviewed a concept plan and cost projections for the addition of sidewalk and trail facilities along Drake Road within the project scope of roadway improvements that the City of Kalamazoo and the Kalamazoo County Road Commission will be building in 2014. Most excitingly, a collaborative grant funding opportunity is being pursued with the above agencies plus the Township of Kalamazoo. Members supported the concept and encouraged proceeding expeditiously with all parties to meet the pending grant application submission date.
  - c. Sanitary Strategic Plan. Marc explained that he is continuing to work with Todd on the data provided by the City of Kalamazoo to better capture properties currently receiving water/wastewater services in Oshtemo Township. This information will allow the Board and community-at-large to assess the potential outcome of the mandatory connection requirement which the CIC committee has endorsed.
5. Capital Projects.
- a. SAW Grant. Tom Wheat briefed members on his progress in preparation of an asset appraisal. This is to prepare the Township for seeking grant funds to develop a storm and wastewater (SAW) Asset Management Plan. He has developed a data template modeled on the application requirements being considered by the state. He noted that the grant will not fund video inspection of sanitary sewer pipe constructed after 1993, which is a major portion of the Township's sanitary sewer system.
  - b. 2014 Capital Budget. Staff shared with members a preliminary draft of capital item expenditures which is being prepared for presentation to the board in developing the 2014 budget. Characterized as a work in progress, the attached draft is being expanded to include water and wastewater projects currently identified by the CIC for the next 5, 10 and 15 year increments.
6. General Information Items.
- a. Storm Water – staff brief members on their efforts to respond to storm water and roadway erosion events that resulted from several hard rainfalls last month. KCRC staff indicated the problems this year have been the worst they've experienced in the prior 10-15 years. Many of the site visits entailed what Marc considered to be local/private drainage concerns.
  - b. Members reviewed and endorsed a policy addendum being promoted by the Townships in regard to the Kalamazoo County Road Commission use of unobligated PAR funds.
  - c. Governor's Regional Reinvention. Marc described a briefing hosted at the WMU Innovation center to introduce local leaders to the new regionalism being promoted by the Governor's office. The highlight is a one-time grant opportunity as an inducement to promote regional economic development planning. The grant seeks voluntary consolidation of planning and development service organizations that currently serve geographic areas (i.e. entities that serve multiple local jurisdictions). Only select organizations such as regional planning commissions (RPC's) or metropolitan planning organizations (MPO's) are grant eligible. The state has identified over 80 overlapping regions which the state uses in its service delivery. The state will be seeking to consolidate and/or unify its "regionalized" services as this project moves forward.
7. Other Business/Member Comments.
- a. A map and schedule of the City's fall water system flushing was distributed.
  - b. Dave commented that he noted a wet spot at a fire hydrant near Buckham Highlands. Marc will investigate and notify the City Water Department as appropriate.
8. Next Meeting. The next regular meeting of the Capital Improvements Committee was noted as being Tuesday, September 17th at 1:00 P.M.