



Capital Improvements Committee

August 19, 2014

MEETING SUMMARY

A meeting of the Capital Improvements Committee of Oshtemo Township was held on Tuesday, August 19, 2014 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, Libby Heiny-Cogswell, Tim Mallett, Tom Wheat, Mark Worden and Marc Elliott.

1. Meeting Summary. A summary of the February 18th meeting was reviewed and approved upon motion of Libby and second by Dave.
2. SAW Grant Update. Members were informed that the 2014 SAW Grant Recipients had been selected by the state by a lottery of all applications found administratively complete and submitted on MDEQ's first-date of acceptance. Oshtemo found its lottery "rank-order" to be listed on page 12 of 13 pages of applicants. Tom commented that state funding is available over the next 4-5 years, and that the State will work through the applicants, in order, distributing about a quarter of the available funds each year. Since the sum total of funding requests is two or three times the amount funded, he was fairly confident that Oshtemo's needs would not see funding unless the state legislature should chose to re-finance this one-time program.
3. 10th St Sanitary Sewer. Tom next followed up with a brief status of the 10th Street Sanitary Sewer Extension, Pump Station and Force Main Project. The pipe layout/design is essentially complete. The City is still working on a redesign of its standard pump station to better eliminate the risk of high-voltage arc-flash. This issue was prompted to provide greater safety for maintenance service personnel. Prein&Newhof has been subcontracted by the City to assist with this design work.
4. Miss-Dig Services. Libby shared with members that the Kalamazoo Regional Commission for Water and Wastewater has been meeting with City representatives to devise a collaborative, and unified method to provide required Miss-Dig staking services for wastewater infrastructure. The City provides staking service for the water system throughout the City's utility service area. In contract, the City only provides Miss-Dig staking for the sanitary system within the City's jurisdictional limits.
5. South Drake Authority (SoDA). Libby shared with members the Board's progress towards establishing a South Drake Road corridor improvement authority. State law enables creation of a public authority to make improvements within a road-corridor area that is aging, distressed or otherwise losing its economic vitality. The funding for improvements is made possible through tax increment financing (TIF). Unfortunately, other taxing authorities (e.g. County and KVCC) have begun to push-back on their potential loss of tax revenue growth within the SoDA. Oshtemo continues to promote a positive outcome of these discussions with other taxing agencies. SoDA has identified its top priority project as being a non-motorized, shared-use path extending from West Main St. to Stadium Drive.

6. South Drake Road Grant Opportunities. Staff also shared with CIC members that two grant funding applications have been submitted for parts of the above described non-motorized facility. The KCRC has made a preliminary application for Transportation Enhancement funds, and the City of Kalamazoo has applied for Road Safety funds. In both cases, these are grant funds that are restricted to “Act 51” agencies. Townships are ineligible to receive these monies.
7. 2014 Roadway Maintenance. Staff shared with CIC members an update to the proposed roadway maintenance project list. In particular, two West Port project areas were removed because a pre-project evaluation to define the specific work-extent found that the base-pavement was distress to the point that surface treatment (chip seal) was not an appropriate expenditure. That is, the better but more expensive alternative is a structural repair (e.g. mill and overlay). A chip seal project substitution was identified by Mr. Worden.
8. Capital Projects Planning. A preliminary draft of a capital-projects outline was shared with members. This tabulated listing of near- and long-term capital projects was crafted as part of the administration’s FY 2015 budget development. The Municipal Engineer also provided a generic update on utility service requests, plus progress in mapping utility services within Oshtemo Township. Reduced GIS staffing and turnover has caused utility mapping needs to be evaluated and possibly rejuvenated. Several examples of mapped utility information in GIS-form was shared with the committee.
9. Future Committee Work-Items. Members touched briefly on items outlined in the meeting agenda, but a lack of time and attendance yielded little discussion on:
 - Mandatory Utility Connections (phase in)
 - Capital Financing (millage)
 - Road Improvements Assessing Policy
 - Site Condo – Conditions to allow developer-made water connections
 - Duplex, Tri- and Quad-plex Site Condominium Structures (number of service connections)
10. Construction Updates. Brief updates on the following construction projects were shared.
 - US 131 Overpass & Costco (by others)
 - North Drake Non-Motorized
 - Flesher Field
 - Kellison Woods Condo – Paving SAD
11. Other Business/Member Comments. There were no additional comments.
12. Next Meeting. The next meeting was announced as tentatively being September 18, 2014 at 1:00 PM.