

THE CHARTER TOWNSHIP OF OSHTEMO

Board Meeting (Virtual)

April 13, 2021

6:00 PM

The Oshtemo Township Public Meeting was held virtually using the Zoom platform. Residents were able to join the meeting through both the Zoom application and by phone. Residents were able to give public comment through email, the Zoom platform, and by phone during the meeting. Supervisor Heiny-Cogswell called the meeting to order at approximately 6:00 PM.

**PRESENT:**

Supervisor Libby Heiny-Cogswell- Arvada, Colorado

Clerk Dusty Farmer- Oshtemo Township

Treasurer Clare Buszka- Oshtemo Township

Trustee Kristen Cole- Oshtemo Township

Trustee Zak Ford- Oshtemo Township

Trustee Cheri Bell- Oshtemo Township

Trustee Kizzy Bradford- Oshtemo Township

Also present were Township Attorney Jim Porter, Public Works Director Marc Elliott, and approximately 4 interested people.

Supervisor Heiny-Cogswell opened public comment on non-regular session items. No public comment.

**WORK SESSION ITEMS**

**Closed Session Requested By Employee for Performance Evaluation**

Motion by Ford, second by Farmer to adopt a resolution to enter closed session at approximately 6:10 pm for performance review at the request of the employee. Roll call.

Resolution adopted 7-0.

Motion by Ford, second by Buszka to exit closed session at 6:39 pm. Roll call.

Motion carried 7-0.

**Discussion on Housing Ordinance Seminar**

Supervisor Heiny-Cogswell shared with the Board that the W.E. Upjohn Institute is partnering with the County to study housing, but that it will not be specific to Oshtemo. Planning Director Iris Lubbert shared that she believes that the Planning Department would be essential in developing an affordable housing ordinance. Board consensus was to discuss housing goals in future meetings.

**REGULAR SESSION ITEMS**

**Consent Agenda**

a. Approve Minutes – March 23, 2021

- b. Receipts & Disbursements Report
- c. Fire Department Job Descriptions
- d. Continuation of virtual meetings

Supervisor Heiny-Cogswell asked if anyone wished to remove an item from the consent agenda.

Motion by Ford, second by Farmer to approve the consent agenda. Roll call. Motion carried 7-0.

#### **Consideration of 1st Quarter Budget Amendments**

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

Motion by Ford, second by Bell to approve the budget amendments as presented. Roll call.  
Motion carried 7-0.

#### **Discussion on Road Long Term Plan & Needs**

Deputy Public Works Director Anna Horner presented information to the Board regarding how road projects are identified, planned, and executed. Staff from the Road Commission of Kalamazoo County were present for questions as needed.

#### **Consideration of Employee Anniversary Recognition Program**

Human Resources Specialist Sara Feister introduced the proposed recognition program to the Board.

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

Motion by Farmer, second by Ford to approve the development of an employee anniversary recognition program. Roll call. Motion carried 7-0.

#### **Other Township Business & Question Updates**

Motion by Heiny-Cogswell, second by Bell to approve the \$500 membership fee to Southwest Michigan First. Roll call. Motion carried 5-2, with Farmer and Ford voting No.

#### **Public Comment**

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

Supervisor Heiny-Cogswell adjourned the meeting at approximately 8:51 PM.

Prepared by: Dusty Farmer  
Township Clerk

Attested: Libby Heiny-Cogswell  
Township Supervisor