

**OSHTEMO CHARTER TOWNSHIP BOARD  
7275 West Main Street  
Kalamazoo, MI 49009**

**April 26th, 2022**

Refer to [www.oshtemo.org](http://www.oshtemo.org) home page for Virtual Meeting Information

**FIRE CHIEF RETIREMENT PUBLIC RECEPTION  
5:00 – 6:00**

**REGULAR MEETING  
6:00 P.M.  
AGENDA**

1. Call to Order
2. Pledge of Allegiance
3. Public Comment on Non-Regular Session Items

**WORK SESSION ITEMS**

4. Fire Chief - Retirement Thank You
5. Consideration of Employee Benefit Ordinance – First Reading
6. Other Updates & Business

**REGULAR SESSION ITEMS – 7:15 P.M.**

7. Consent Agenda
  - a. Approve Minutes April 12th, 2022 Regular Meeting
  - b. Receipts & Disbursements Report
  - c. Update on Capital Purchase
  - d. ZBA Alternate Member Appointment

**BREAK (Move to tables)**

8. Discussion on Township ARPA Funds
9. Public Comment
10. Board Member Comments
11. Adjournment

**Policy for Public Comment  
Township Board Regular Meetings, Planning Commission & ZBA Meetings**

All public comment shall be received during one of the following portions of the Agenda of an open meeting:

a. Citizen Comment on Non-Agenda Items or Public Comment – while this is not intended to be a forum for dialogue and/or debate, if a citizen inquiry can be answered succinctly and briefly, it will be addressed or it may be delegated to the appropriate Township Official or staff member to respond at a later date. More complicated questions can be answered during Township business hours through web contact, phone calls, email ([oshtemo@oshtemo.org](mailto:oshtemo@oshtemo.org)), walk-in visits, or by appointment.

b. After an agenda item is presented by staff and/or an applicant, public comment will be invited. At the close of public comment there will be Board discussion prior to call for a motion. While comments that include questions are important, depending on the nature of the question, whether it can be answered without further research, and the relevance to the agenda item at hand, the questions may not be discussed during the Board deliberation which follows.

Anyone wishing to make a comment will be asked to come to the podium to facilitate the audio/visual capabilities of the meeting room. Speakers will be invited to provide their name, but it is not required.

All public comment offered during public hearings shall be directed, and relevant, to the item of business on which the public hearing is being conducted. Comment during the Public Comment Non-Agenda Items may be directed to any issue.

All public comment shall be limited to four (4) minutes in duration unless special permission has been granted in advance by the Supervisor or Chairperson of the meeting.

Public comment shall not be repetitive, slanderous, abusive, threatening, boisterous, or contrary to the orderly conduct of business. The Supervisor or Chairperson of the meeting shall terminate any public comment which does not follow these guidelines.

(adopted 5/9/2000)  
(revised 5/14/2013)  
(revised 1/8/2018)

Questions and concerns are welcome outside of public meetings during Township Office hours through phone calls, stopping in at the front desk, by email, and by appointment. The customer service counter is open from Monday-Thursday 8:00 am- 5:00 pm, and on Friday 8:00 am-1:00 pm. Additionally, questions and concerns are accepted at all hours through the website contact form found at [www.oshtemo.org](http://www.oshtemo.org), email, postal service, and voicemail. Staff and elected official contact information is provided below. If you do not have a specific person to contact, please direct your inquiry to [oshtemo@oshtemo.org](mailto:oshtemo@oshtemo.org) and it will be directed to the appropriate person.

Oshtemo Township Board of Trustees		
<b><u>Supervisor</u></b>		
Libby Heiny-Cogswell	216-5220	<a href="mailto:libbyhc@oshtemo.org">libbyhc@oshtemo.org</a>
<b><u>Clerk</u></b>		
Dusty Farmer	216-5224	<a href="mailto:dfarmer@oshtemo.org">dfarmer@oshtemo.org</a>
<b><u>Treasurer</u></b>		
Clare Buszka	216-5260	<a href="mailto:cbuszka@oshtemo.org">cbuszka@oshtemo.org</a>
<b><u>Trustees</u></b>		
Cheri L. Bell	372-2275	<a href="mailto:cbell@oshtemo.org">cbell@oshtemo.org</a>
Kristin Cole	375-4260	<a href="mailto:kcole@oshtemo.org">kcole@oshtemo.org</a>
Zak Ford	271-5513	<a href="mailto:zford@oshtemo.org">zford@oshtemo.org</a>
Kizzy Bradford	375-4260	<a href="mailto:kbradford@oshtemo.org">kbradford@oshtemo.org</a>

<b>Township Department Information</b>		
<b><u>Assessor:</u></b>		
Kristine Biddle	216-5225	<a href="mailto:assessor@oshtemo.org">assessor@oshtemo.org</a>
<b><u>Fire Chief:</u></b>		
Mark Barnes	375-0487	<a href="mailto:mbarnes@oshtemo.org">mbarnes@oshtemo.org</a>
<b><u>Ordinance Enf:</u></b>		
Rick Suwarsky	216-5227	<a href="mailto:rsuwarsky@oshtemo.org">rsuwarsky@oshtemo.org</a>
<b><u>Parks Director:</u></b>		
Karen High	216-5233	<a href="mailto:khigh@oshtemo.org">khigh@oshtemo.org</a>
Rental Info	216-5224	<a href="mailto:oshtemo@oshtemo.org">oshtemo@oshtemo.org</a>
<b><u>Planning Director:</u></b>		
Iris Lubbert	216-5223	<a href="mailto:ilubbert@oshtemo.org">ilubbert@oshtemo.org</a>
<b><u>Public Works:</u></b>		
Marc Elliott	216-5236	<a href="mailto:melliott@oshtemo.org">melliott@oshtemo.org</a>

## Zoom Instructions for Participants

### Before a videoconference:

1. You will need a computer, tablet, or smartphone with a speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. If you are going to make a public comment, please use a microphone or headphones with a microphone to cut down on feedback, if possible.
3. Details, phone numbers, and links to videoconference or conference call are provided below. The details include a link to “**Join via computer**” as well as phone numbers for a conference call option. It will also include the 11-digit Meeting ID.

### To join the videoconference:

1. At the start time of the meeting, click on this link to [join via computer](#). You may be instructed to download the Zoom application.
2. You have an opportunity to test your audio at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.”

You may also join a meeting without the link by going to [join.zoom.us](#) on any browser and entering this **Meeting ID: 891 6003 6549**

If you are having trouble hearing the meeting or do not have the ability to join using a computer, tablet, or smartphone then you can join via conference call by following instructions below.

### To join the conference by phone:

1. On your phone, dial the teleconferencing number: **1-929-205-6099**
2. When prompted using your touchtone (DTMF) keypad, enter the Meeting ID number: **891 6003 6549#**

### Participant controls in the lower-left corner of the Zoom screen:



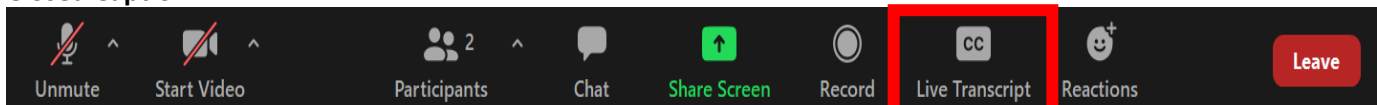
Using the icons at the bottom of the Zoom screen, you can (some features will be locked to participants during the meeting):

- Participants – opens a pop-out screen that includes a “Raise Hand” icon that you may use to raise a virtual hand. **This will be used to indicate that you want to make a public comment.**
- Chat – opens pop-up screen that allows participants to post comments during the meeting.

If you are attending the meeting by phone, to use the “Raise Hand” feature **press \*9 on your touchtone keypad.**

Public comments will be handled by the “Raise Hand” method as instructed above within Participant Controls.

### Closed Caption:



### Turn on Closed Caption:

Using the icons at the bottom of the Zoom screen:

1. Click on the “Live Transcription” button.
2. Then select “Show Subtitle”.

# MEMORANDUM



**Date:** April 18, 2022  
**To:** Township Board  
**From:** Legal Department  
**Subject:** Repeal of Township Ordinances 275, 408, 409, 410, and 411 and Amendment of Ordinance No. 407

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## **OBJECTIVE:**

To repeal of Township Ordinances 275, 408, 409, 410, and 411 and revise Ordinance No. 407 to include all benefits as the Township's "Employee Benefits Ordinance".

## **BACKGROUND:**

During the revision of the Employee Handbook, some inconsistencies were discovered between the current Township Ordinances governing employee benefits, the terms of the Handbook, and the Township's practices. The HR Board Work Group determined that the Pension Plan Ordinance should be revised to reflect some of these changes. However, in reviewing the Pension Plan Ordinance, it became clear that additional duplication exists, unnecessarily, within the existing Township Ordinances governing employee benefits (while some benefits are not currently covered by the ordinances at all- e.g., vision insurance).

The Township currently has six separate Ordinances to cover employee benefits:

- Pension Plan Ordinance No. 275 (last revised 2012)
- Fringe Benefits Ordinance No. 407 (last revised 2017)
- Health Insurance Plan Ordinance No. 408 (last revised 2012)
- Life and Dismemberment Insurance Ordinance No. 409 (last revised 2015)
- Short and Long Term Disability Income Plan Ordinance No. 410 (last revised 2001)
- Dental Insurance Plan Ordinance No. 411 (last revised 2012)

Accordingly, a total revision of these existing Ordinances into one, more comprehensive, Ordinance was presented to the HR Board Work Group for consideration. After some additional revisions, the proposed new Employee Benefits Ordinance was accepted by the HR Board Work Group for submission to the Township Board for first reading. Revising the Ordinance(s) is important to allow the Employee Handbook revisions (which are based off the Ordinances) to continue to move forward.

**INFORMATION PROVIDED:**

A redline and clean copy of the revised ordinance (along with the originals) are attached for the Board's review and consideration.

**STATEMENT OF REQUESTED BOARD ACTION:**

My recommendation is that the Board accept the amendment to Ordinance No. 407 (repealing Ordinances 275, 408, 409, 410, and 411) to create a single "Employee Benefits Ordinance" for second reading.

## PART 103

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### 103.000 - PENSION PLAN ORDINANCE

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Ord. No. 275 Adopted: August 27, 1991

#### Contents:

**103.001 - Title.**

**103.002 - Authority.**

**103.003 - Persons covered.**

**103.004 - Contribution.**

**103.005 - Vesting.**

**103.006 - Validity of prior plans.**

**103.007 - Retirement.**

**103.008 - Effective date and repeal.**

#### **103.001 - Title.**

##### **Sec. I.**

This ordinance shall be known and cited as the "Oshtemo Charter Township Defined Contribution Pension Plan and Deferred Compensation Plan Ordinance."

(Amended: Ord. No. 509, § I, 12-17-2009; Ord. No. 536, § I, 10-9-2012)

#### **103.002 - Authority.**

##### **Sec. II.**

Pursuant to Public Act 77 of 1989, and as amended, being MCL 41.110b; Oshtemo Charter Township hereby creates and establishes a Defined Contribution Pension Plan and a Deferred Compensation Plan program for the pensioning of its officers and employees, and for such purposes, shall authorize by resolution the Township Supervisor and the Township Clerk to contract by means of an Adoption Agreement, in the name of the Township Board, with any company authorized to transact such business within the State of Michigan for annuities or pensions.

(Amended: Ord. No. 509, § II, 12-17-2009; Ord. No. 536, § II, 10-9-2012)

#### **103.003 - Persons covered.**

##### **Sec. III.**

The Defined Contribution Pension Plan or Deferred Compensation Plan created, established and contracted for under this Ordinance shall cover each person within the following classes of officials and employees:

##### A. Defined Contribution Pension Plan.

Township Officials: Supervisor, Clerk, Treasurer.

Employees: Full-time, part-time, on-call firefighters.

##### B. Deferred Compensation Plan.

Township Officials: Supervisor, Clerk, Treasurer, Township Trustee.

Employees: Full-time, part-time, on-call firefighters.

(Amended: Ord. No. 509, § III, 12-17-2009; Ord. No. 536, § III, 10-9-2012)

**103.004 - Contribution.****Sec. IV.**

- A. Oshtemo Charter Township shall annually contribute a percentage of each official's and/or employee's annual compensation, as defined and set forth in the Adoption Agreement for the Defined Contribution Pension Plan for each person within the class of officials and employees enumerated in SECTION III.A. [103.003 A.] hereof. Such contributions shall be secured from the General Fund of the Township. Each person is also allowed to make non-deductible contributions, and the Township Treasurer is hereby authorized to deduct the same from each person's pay, salary or compensation and to apply the same to such person's responsibility. All non-deductible contributions shall be limited as set forth in the Adoption Agreement with the contracting company.
- B. Each official during his/her term of office or employee who is employed on the effective date of the Defined Contribution Pension Plan shall be eligible for coverage on that day provided he/she then meets the eligibility requirements of the Adoption Agreement.
- C. For the Deferred Compensation Plan, each person within the class of officials and employees enumerated in SECTION III.B. [103.003 B.] shall be allowed to make a contribution, and the Township Treasurer is hereby authorized to deduct the same from each person's pay, salary or compensation and to apply the same to each person's responsibility. All contributions shall be limited as set forth in the Adoption Agreement with the contracting company.
- D. Any person desiring not to be so covered by either Plan shall give written notice to the Township Clerk that he/she desires not to be covered, and if the notice is received before the person has become covered under the Adoption Agreement, he/she shall not be covered thereunder. If the notice is received after the individual has become covered, his/her coverage under the Adoption Agreement shall cease as provided for in the Adoption Agreement.

(Amended: Ord. No. 509, § IV, 12-17-2009; Ord. No. 536, § IV, 10-9-2012)

**103.005 - Vesting.****Sec. V.**

Each person covered under the Defined Contribution Pension Plan or the Deferred Compensation Plan shall have a vested right or interest in such Plan or Plans as set forth by the Township Board in the Adoption Agreement approved by Township Board resolution.

(Amended: Ord. No. 509, § V, 12-17-2009; Ord. No. 536, § V, 10-9-2012)

**103.006 - Validity of prior plans.****Sec. VI.**

The Oshtemo Charter Township Board hereby ratifies and confirms the validity of any annuity, defined contribution pension plan or deferred compensation plan in existence on the effective date of this Ordinance.

(Amended: Ord. No. 509, § VI, 12-17-2009; Ord. No. 536, § VI, 10-9-2012)

**103.007 - Retirement.****Sec. VII.**

Normal retirement shall be established pursuant to the applicable Adoption Agreement(s) approved by Township Board resolution in compliance with all state and federal laws.

(Amended: Ord. No. 509, § VII, 12-17-2009; Ord. No. 536, § VII, 10-9-2012)

**103.008 - Effective date and repeal.****Sec. VIII.**

This Ordinance shall take effect November 20, 2012, and be implemented in accordance with Michigan law. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

(Amended: Ord. No. 509, § VIII, 12-17-2009; Ord. No. 536, § VIII, 10-9-2012)

## PART 105

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### 105.000 - FRINGE BENEFITS

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Ord. No. 407 Adopted: September 18, 2001

**Contents:**

**105.001 - Title.**

**105.002 - Authority.**

**105.003 - Persons covered.**

**105.004 - Validity of fringe benefits.**

**105.005 - Effective date and repeal.**

#### **105.001 - Title.**

**Sec. I.**

This Ordinance shall be known and cited as the "Oshtemo Charter Township Fringe Benefits Ordinance."

#### **105.002 - Authority.**

**Sec. II.**

Pursuant to Public Act 77 of 1989, and as amended, being MCL 41.110b; MSA 5.159(7), Oshtemo Charter Township hereby creates and establishes fringe benefits to insure its officers and employees and for such purposes, also hereby authorizes the Township Supervisor and the Township Clerk to contract, in the name of the Township Board, with any company authorized to transact such business within the State of Michigan.

Effective on: 10/19/2017

#### **105.003 - Persons covered.**

**Sec. III.**

Oshtemo Charter Township shall determine through written policies the classes of officers and employees that will receive fringe benefits.

#### **105.004 - Validity of fringe benefits.**

**Sec. IV.**

The Oshtemo Charter Township Board hereby ratifies and confirms the validity of any fringe benefits in existence on the effective date of this Ordinance.

#### **105.005 - Effective date and repeal.**

**Sec. V.**

This Ordinance shall be effective on October 26, 2001. All Ordinances or parts of Ordinances in conflict are repealed.

## PART 106

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### 106.000 - HEALTH INSURANCE PLAN

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Ord. No. 408 Adopted: September 18, 2001

**Contents:**

**106.001 - Title.**



**106.002 - Authority.****106.003 - Persons covered.****106.004 - Contribution.****106.005 - Validity of prior plans.****106.006 - Effective date and repeal.****106.001 - Title.****Sec. I.**

This Ordinance shall be known and cited as the "Oshtemo Charter Township Health Insurance Plan Ordinance."

**106.002 - Authority.****Sec. II.**

Pursuant to Public Act 77 of 1989, as amended, being MCL 41.110b, Oshtemo Charter Township hereby creates and establishes a health insurance plan to insure its officers, employees and dependents, and for such purposes, also hereby authorizes the Township Supervisor and the Township Clerk to contract, in the name of the Township Board, with any company authorized to transact such business within the State of Michigan.

(Amended: Ord. No. 534, § I, 10-9-2012)

Effective on: 10/19/2017

**106.003 - Persons covered.****Sec. III.**

The Health Insurance Plan established and contracted for under this Ordinance shall provide the following classes of officers and employees with the following benefits.

A. Health Insurance Coverage. The following shall be provided health insurance coverage while an officer or employee of the Township:

Township Officers: Supervisor, Clerk, Treasurer.

Employees: Full-time Employees.

B. Retiree Health Benefits. The following shall be provided an annual contribution to a Retiree Health Care Defined Contribution Plan:

Township Officers: Supervisor, Clerk, Treasurer.

Employees: Full-time Employees.

C. Eligibility Prior to November 21, 2012. Those eligible for retiree health benefits prior to November 21, 2012, shall be reimbursed for medical, dental and vision insurance premiums for themselves or for their spouse (during the employee's lifetime) up to an annual set amount determined under SECTION IV [[106.004](#)]. Grandfathered participants electing this coverage are not eligible to participate in the Defined Contribution Plan.

(Amended: Ord. No. 437, 12-23-2003; Ord. No. 444, 2-10-2004; Ord. No. 498, 12-6-2008; Ord. No. 512, § I, 4-13-2010; Ord. No. 534, § II, 10-9-2012)

**106.004 - Contribution.****Sec. IV.**

A. The Oshtemo Charter Township Board shall determine the respective percent shares which Oshtemo Charter Township shall contribute to the premium for those eligible to receive health insurance.

- B. Insurance shall take effect after the completion of 30 days of continuous employment provided the terms of the insurance plan have been satisfied.
- C. If premium contribution is required from the individual, any individual desiring not to be insured or covered shall give written notice that he or she does not desire to become insured or covered, and he or she shall not be insured or covered.
- D. The Oshtemo Charter Township Board shall determine the annual contribution the Township will make toward the Retiree Health Care Defined Contribution Plan under SECTION III. B [[106.003 B.](#)].
- E. The Oshtemo Charter Township Board shall determine the annual reimbursement for retirees' medical insurance premiums under SECTION III.C [[106.003 C.](#)].

(Amended: Ord. No. 534, § III, 10-9-2012)

### **106.005 - Validity of prior plans.**

#### **Sec. V.**

The Oshtemo Charter Township Board hereby ratifies and confirms the validity of any health insurance plan in existence on the effective date of this Ordinance.

### **106.006 - Effective date and repeal.**

#### **Sec. VI.**

This Ordinance shall be effective on November 20, 2012. All Ordinances or parts of Ordinances in conflict are repealed.

(Amended: Ord. No. 534, § IV, 10-9-2012)

## **PART 107**

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### **107.000 - LIFE AND DISMEMBERMENT INSURANCE PLAN**

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Ord. No. 409 Adopted: September 18, 2001

#### **Contents:**

[107.001 - Title.](#)

[107.002 - Authority.](#)

[107.003 - Persons covered.](#)

[107.004 - Contribution.](#)

[107.005 - Validity of prior plans.](#)

[107.006 - Effective date and repeal.](#)

#### **107.001 - Title.**

##### **Sec. I.**

This Ordinance shall be known and cited as the "Oshtemo Charter Township Life and Dismemberment Insurance Plan Ordinance."

#### **107.002 - Authority.**

##### **Sec. II.**

Pursuant to Public Act 77 of 1989, and as amended, being MCL 41.110b; MSA 5.159(7), Oshtemo Charter Township hereby creates and establishes a life and dismemberment insurance plan to insure its officers and employees and for such purposes, also hereby authorizes the Township Supervisor and the Township Clerk to contract, in the name of the Township Board, with any company authorized to transact such business within the State of Michigan.

**107.003 - Persons covered.****Sec. III.**

The life and dismemberment plan created, established and contracted for under this Ordinance shall cover each person within the following classes of officers and employees:

Full-time employees, Township Supervisor, Township Clerk, Township Treasurer, all paid on-call firefighters.

(Amended: Ord. No. 533, § I, 10-9-2012; Ord. No. 564, § I, 4-28-2015)

**107.004 - Contribution.****Sec. IV.**

A. The Oshtemo Charter Township Board shall determine the respective percent shares which Oshtemo Charter Township shall contribute to the premium for those eligible to receive life and dismemberment insurance.

B. If premium contribution is required from the individual, any individual desiring not to be insured or covered shall give written notice that he or she does not desire to become insured or covered, and he or she shall not be insured or covered.

C. Insurance shall take effect after the completion of 30 days of continuous employment provided the terms of the insurance plan have been satisfied.

(Amended: Ord. No. 564, § II, 4-28-2015)

**107.005 - Validity of prior plans.****Sec. V.**

The Oshtemo Charter Township Board hereby ratifies and confirms the validity of any life and dismemberment insurance plan in existence on the effective date of this Ordinance.

**107.006 - Effective date and repeal.****Sec. VI.**

This Ordinance shall be effective on November 20, 2012. All Ordinances or parts of Ordinances in conflict are repealed.

(Amended: Ord. No. 533, § II, 10-9-2012)

**PART 108**

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**108.000 - SHORT AND LONG-TERM DISABILITY INCOME PLAN**

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Ord. No. 410 Adopted: September 18, 2001

**Contents:**

**108.001 - Title.**

**108.002 - Authority.**

**108.003 - Persons covered.**

**108.004 - Contribution.**

**108.005 - Validity of prior plans.**

**108.006 - Effective date and repeal.**

**108.001 - Title.****Sec. I.**

This Ordinance shall be known and cited as the "Oshtemo Charter Township Short and Long-Term Disability Income Plan Ordinance."

### **108.002 - Authority.**

#### **Sec. II.**

Pursuant to Public Act 77 of 1989, and as amended, being MCL 41.110b; MSA 5.159(7), Oshtemo Charter Township hereby creates and establishes a short and long-term disability income plan and program to insure its officers and employees and for such purposes, also hereby authorizes the Township Supervisor and the Township Clerk to contract, in the name of the Township Board, with any company authorized to transact such business within the State of Michigan.

### **108.003 - Persons covered.**

#### **Sec. III.**

The short and long-term disability income plan created, established and contracted for under this Ordinance shall cover each person within the following classes of officers and employees:

- A. Short-term disability. All full time employees excluding elected officials.
- B. Long-term disability. All full time employees, Township Supervisor, Township Clerk and Township Treasurer.

### **108.004 - Contribution.**

#### **Sec. IV.**

- A. The Oshtemo Charter Township shall determine the respective percent shares which Oshtemo Charter Township shall contribute to the premium for those eligible to receive disability insurance coverage.
- B. If premium contribution is required from the individual, any individual desiring not to be insured or covered shall give written notice that he or she does not desire to become insured or covered, and he or she shall not be insured or covered.
- C. Insurance shall take effect after the completion of 30 days of continuous employment provided the terms of the insurance plan have been satisfied.

### **108.005 - Validity of prior plans.**

#### **Sec. V.**

The Oshtemo Charter Township Board hereby ratifies and confirms the validity of any disability plan in existence on the effective date of this Ordinance.

### **108.006 - Effective date and repeal.**

#### **Sec. VI.**

This Ordinance shall be effective on October 26, 2001. All Ordinances or parts of Ordinances in conflict are repealed.

## **PART 109**

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### **109.000 - DENTAL INSURANCE PLAN**

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Ord. No. 411 Adopted: September 18, 2001

#### **Contents:**

**109.001 - Title.**

**109.002 - Authority.**

**109.003 - Persons covered.**

**109.004 - Contribution.**

**109.005 - Validity of prior plans.**

**109.006 - Effective date and repeal.****109.001 - Title.****Sec. I.**

This Ordinance shall be known and cited as the "Oshtemo Charter Township Dental Insurance Plan Ordinance."

**109.002 - Authority.****Sec. II.**

Pursuant to Public Act 77 of 1989, and as amended, being MCL 41.110b; MSA 5.159(7), Oshtemo Charter Township hereby creates and establishes a dental insurance plan to insure its officers, employees and dependents, and for such purposes, also hereby authorizes the Township Supervisor and the Township Clerk to contract, in the name of the Township Board, with any company authorized to transact such business within the State of Michigan.

**109.003 - Persons covered.****Sec. III.**

This Ordinance shall cover all full-time employees, Township Supervisor, Township Clerk, Township Treasurer, and eligible dependents.

(Amended: Ord. No. 511, § I, 2-23-2010; Ord. No. 535, § I, 10-9-2012)

**109.004 - Contribution.****Sec. IV.**

- A. The Oshtemo Charter Township shall determine the respective percent shares which Oshtemo Charter Township shall contribute to the premium for those eligible to receive dental insurance.
- B. If premium contribution is required from the individual, any individual desiring not to be insured or covered shall give written notice that he or she does not desire to become insured or covered, and he or she shall not be insured or covered.
- C. Insurance shall take effect after the completion of 30 days of continuous employment provided the terms of the insurance plan have been satisfied.

**109.005 - Validity of prior plans.****Sec. V.**

The Oshtemo Charter Township Board hereby ratifies and confirms the validity of any dental insurance plan in existence on the effective date of this Ordinance.

**109.006 - Effective date and repeal.****Sec. VI.**

This Ordinance shall be effective on November 20, 2012. All Ordinances or parts of Ordinances in conflict are repealed.

(Amended: Ord. No. 535, § II, 10-9-2012)

OSHTEMO CHARTER TOWNSHIP ORDINANCE NO. \_\_\_\_\_

Adopted: \_\_\_\_\_

Effective: \_\_\_\_\_

OSHTEMO CHARTER TOWNSHIP ORDINANCE

This Ordinance repeals Oshtemo Charter Township Pension Plan Ordinance, being Ordinance No. 275, as amended; Oshtemo Charter Township Health Insurance Plan Ordinance, being Ordinance No. 408 as amended; Oshtemo Charter Township Life and Dismemberment Insurance Plan Ordinance, being Ordinance No. 409 as amended; and Oshtemo Charter Township Short and Long-Term Disability Income Plan Ordinance, being Ordinance No. 410 as amended; and Oshtemo Charter Township Dental Insurance Plan Ordinance, being Ordinance No. 411, as amended, in their entirety, the amendments thereto, and repeals all Ordinances or parts of Ordinances in conflict. This Ordinance further amends the Oshtemo Charter Township Fringe Benefits Ordinance, being Ordinance No. 407, as amended.

THE CHARTER TOWNSHIP OF OSHTEMO  
KALAMAZOO COUNTY, MICHIGAN  
ORDAINS:

SECTION I.           REPEAL OF ORDINANCE NO. 275. This Ordinance repeals the Oshtemo Charter Township Pension Plan Ordinance No. 275 in its entirety.

SECTION II.           REPEAL OF ORDINANCE NO. 408. This Ordinance repeals the Oshtemo Charter Township Health Insurance Plan Ordinance No. 408 in its entirety.

Section III.           REPEAL OF ORDINANCE NO. 409. This Ordinance repeals the Oshtemo Charter Township Life and Dismemberment Insurance Ordinance No. 409 in its entirety.

Section IV. REPEAL OF ORDINANCE NO. 410. This Ordinance repeals the Oshtemo Charter Township Short and Long Term Disability Income Plan Ordinance No. 410 in its entirety.

Section V. REPEAL OF ORDINANCE NO. 411. This Ordinance repeals the Oshtemo Charter Township Dental Insurance Plan Ordinance No. 411 in its entirety.

SECTION VI. AMENDMENT OF COMPILED SECTION 105.001, TITLE. Compiled Section 105.001 is amended to read as follows:

105.001 – Title.

Sec. I. This Ordinance shall be known and cited as the “Oshtemo Charter Township ~~Fringe-Employee~~ Benefits Ordinance.”

SECTION VII. AMENDMENT OF COMPILED SECTION 105.002, AUTHORITY. Compiled Section 105.002 is amended to read as follows:

105.002 – Authority.

Sec. II. Pursuant to ~~Public Act 77 of 1989, and as amended, being~~ MCL 41.110b<sub>2</sub>, Oshtemo Charter Township hereby creates and establishes for the benefit of its eligible officers and employees, as established herein, the following benefits: (a) a non-ERISA defined contribution plan, (b) an ERISA deferred compensation plan, (c) retiree health care defined contribution plan, (d) life and dismemberment insurance, (e) a health, dental, and vision insurance plan, (f) a short-term and long-term disability income plan, (g) long term care insurance, and (h) such other additional fringe benefits as it determines through its written policies. ~~to insure its officers and employees, and for such~~ To accomplish the purposes herein, Oshtemo Charter Township purposes, also hereby authorizes~~d~~ the Township Supervisor and the Township Clerk to contract by means of an Adoption Agreement and/or contract, in the name of the Township Board, with any company authorized to transact such insurance, annuity, pension, or other employee benefit related business within the State of Michigan.

SECTION VIII. AMENDMENT OF COMPILED SECTION 105.003, PERSONS COVERED. Compiled Section 105.003 is amended to read as follows:

105.003 – Persons Covered.

~~Sec. III. Oshtemo Charter Township shall determine through written policies the classes of officers and employees that will receive fringe benefits. The plans created, established, and contracted for under this Ordinance shall cover each person within the following classes of officials and employees:~~

<u>Benefit Type</u>	<u>Eligible Officers</u>	<u>Eligible Employees</u>
<u>Governmental Non-ERISA Retirement Plan (401(a) defined contribution plan)</u>	<u>Supervisor, Clerk, Treasurer (during their term of office)</u>	<u>Full-Time and Part-Time employees; Paid On-Call firefighters</u>
<u>457(b) Plan (deferred compensation plan)</u>	<u>Supervisor, Clerk, Treasurer, Trustee (during their term of office)</u>	<u>Full-Time and Part-Time employees; Paid On-Call firefighters</u>
<u>Retiree health care defined contribution plan</u>	<u>Supervisor, Clerk, Treasurer</u>	<u>Full-Time employees</u>
<u>Life and dismemberment insurance</u>	<u>Supervisor, Clerk, Treasurer</u>	<u>Full-Time employees; Paid On-Call firefighters</u>
<u>Medical insurance (health, dental, vision, and HRA/FSA plans)</u>	<u>Supervisor, Clerk, Treasurer (during their term of office)</u>	<u>Full-Time employees</u>
<u>Short-term disability income plan</u>	<u>Not covered</u>	<u>Full-Time employees</u>
<u>Long-term disability income plan</u>	<u>Supervisor, Clerk, Treasurer (during their term of office)</u>	<u>Full-Time employees</u>
<u>Long term care insurance</u>	<u>Supervisor, Clerk, Treasurer (during their term of office)</u>	<u>Full-Time employees</u>
<u>Additional fringe benefits</u>	<u>Determined by the Township's written policies</u>	<u>Determined by the Township's written policies</u>

SECTION IX. AMENDMENT OF COMPILED SECTION 105.004, VALIDITY OF FRINGE BENEFITS. Compiled Section 105.004 is amended to read as follows:

105.004 – Validity of ~~Fringe Benefits~~ Prior Plans.

Sec. IV. The Oshtemo Charter Township Board hereby ratifies and confirms the validity of any annuity, defined contribution, pension, deferred compensation, health (including dental and/or vision) insurance, life and dismemberment insurance, long term



care, disability, or other fringe benefit plans in existence on the effective date of this Ordinance.

SECTION X. AMENDMENT OF COMPILED SECTION 105.005, EFFECTIVE DATE AND REPEAL. Compiled Section 105.005 is amended to read as follows:

105.005 —~~Non-ERISA Defined Contribution Plan Effective date and repeal.~~

~~Sec. V. Oshtemo Charter Township has plan created, established, and contracted for a Governmental Non-ERISA Retirement Plan under this Ordinance. This Ordinance shall be effective on October 26, 2011. All Ordinances or parts of Ordinances in conflict are repealed.~~

~~A. Township Contribution. Oshtemo Charter Township shall secure funds from the General Fund to contribute a percentage of each eligible official's and/or employee's annual compensation (as defined and set forth in the Governmental Non-ERISA Retirement Plan Agreement). Contributions shall be made for each person within the class of officials and employees enumerated in the table in Section III. Oshtemo Charter Township shall make an additional matching contribution equal to one hundred percent (100%) of an eligible official's and/or employee's annual elected deferrals to the Township's 457(b) Deferred Compensation Plan (not to exceed four percent (4%) of their compensation).~~

~~B. Employee Contributions. Each eligible official and/or employee may authorize non-deductible contributions (to the limit(s) set forth in the Adoption Agreement with the contracting company) to their 401(a) Defined Contribution account. The Township is hereby authorized to deduct such contributions from each person's pay, salary, or compensation and apply it to the individual's 401(a) Defined Contribution account.~~

~~C. Eligibility and Allocation Period. Each eligible official or employee (as enumerated in the table in Section III) who is employed on the effective date of the Governmental Non-ERISA Retirement Plan shall be eligible for coverage on that day (provided that they meet the eligibility requirements of the Adoption Agreement). Paid On-Call firefighters are not eligible for Township contribution matching. The allocation period for Township matching of eligible official and/or employee contributions shall be established in the Governmental Non-ERISA Retirement Plan.~~

~~D. Vesting and Retirement. Each person covered under the Governmental Non-ERISA Retirement Plan Defined Contribution Pension Plan or the Deferred Compensation Plan shall have a vested right or interest in such the Plan. Vesting rights and the~~

normal retirement age shall be established and/or ~~or Plans as~~ set forth by in the Adoption Agreement approved by the Township Board in the Adoption Agreement approved by Township Board resolution, or any subsequent amendment thereto, in compliance with all state and federal laws.

SECTION XI. Section 105.006, 457(b) DEFERRED COMPENSATION PLAN.

105.006 - 457(b) Deferred Compensation Plan.

Sec. VI.

- A. Contributions. Each eligible official and/or employee may authorize contributions to the ~~For the~~ 457(b) Deferred Compensation Plan (to the limit(s) set forth in the Adoption Agreement with the contracting company) created, established and contracted for under this Ordinance., ~~each person within the class of officials and employees enumerated in Section III. B. shall be allowed to make a contribution, and the~~ The Township Treasurer is hereby authorized to deduct such contributions ~~the same~~ from each person's pay, salary, or compensation and ~~to~~ apply the same to it to the individual's 457(b) Deferred Compensation Plan ~~account~~ each person's responsibility. All contributions shall be limited as set forth in the Adoption Agreement with the contracting company.
- B. Eligibility. Each eligible official or employee (as enumerated in the table in Section III) who is employed on the effective date of the 457(b) Deferred Compensation Plan shall be eligible for coverage on that day (provided that they meet the eligibility requirements of the Adoption Agreement). ~~each person within the class of officials and employees enumerated in Section III. B.~~
- C. Vesting and Retirement. Each person covered under the 457(b) Deferred Compensation Plan ~~Defined Contribution Pension Plan or the Deferred Compensation Plan~~ shall have a fully vested and nonforfeitable interest in their contributions to the ~~vested right or interest in such Plan.~~ Normal retirement age shall be established and/or set forth by in the Adoption Agreement approved by the Township Board by resolution, or any subsequent amendment thereto, in compliance with all state and federal laws. ~~or Plans as set forth by the Township Board in the Adoption Agreement approved by Township Board resolution.~~

SECTION XII. Section 105.006, RETIREE HEALTH CARE DEFINED CONTRIBUTION PLAN.

105.007 - Retiree Health Care Defined Contribution Plan.

Sec. VII. The Oshtemo Charter Township Board shall determine the annual reimbursement for retirees' medical insurance premiums and the annual contribution the Township will make toward the Retiree Health Care Defined Contribution Plan created, established, and contracted for under this Ordinance. Each eligible official or employee (as enumerated in the table in Section III) who is employed by the Township on December 31st is eligible for the Retiree Health Care Defined Contribution Plan. ~~Eligibility Prior to November 21, 2012.~~ ~~Individuals~~ Those eligible for retiree health benefits prior to November 21, 2012, shall be reimbursed for medical, dental, and vision insurance premiums for themselves, and/or for their spouse (during the employee's lifetime), up to ~~an~~ the annual set amount determined ~~under Section IV~~ by the Township Board and are not entitled to participate in the. ~~Grandfathered participants electing this coverage are not eligible to participate in the~~ Retiree Health Care Defined Contribution Plan Defined Contribution Plan.

SECTION XIII. Section 105.008, LIFE AND DISMEMBERMENT INSURANCE.

105.008 - Life and Dismemberment Insurance.

A. Sec. VIII. The Life and Dismemberment Plan created, established, and contracted for under this Ordinance shall provide coverage for eligible officials and employees (as enumerated in the table in Section III). The Oshtemo Charter Township Board ~~shall determine the respective percent shares which Oshtemo Charter Township shall contribute to the~~ provides each eligible official and/or employee premium for those eligible to receive life and dismemberment insurance at no cost to the official or employee. Insurance Coverage shall take effect ~~start~~ after the completion of 30 days of continuous employment provided the terms of the ~~in~~ accordance with the terms of the insurance plan(s) have been satisfied.

SECTION XIV. Section 105.009, MEDICAL INSURANCE PLAN.

105.009 - Medical Insurance Plan.

Sec. IX.

A. Premium Costs. The Oshtemo Charter Township Board shall determine the ~~respective percent shares which Oshtemo Charter~~ that the Township shall contribute to the premium ~~costs for for these officials and employees~~ eligible to receive health, dental, and vision insurance under the medical insurance. plan created, established, and contracted for under this Ordinance.

B. Eligibility and Effective Date. The officials and employees eligible to participate in the Township Medical Insurance are enumerated in the table in Section III. Insurance coverage shall take effect start in accordance with the terms of the insurance plan(s) after the completion of 30 days of continuous employment provided the terms of the insurance plan have been satisfied.

C. Coverage. Coverage is available for eligible officials, employees, and their plan-eligible dependents (as defined and set forth in the plan documents with the contracting company or companies). Employees and officials eligible for, and electing, medical insurance through the Township will be automatically enrolled in a health reimbursement arrangement (HRA). The Township paid HRA is applied annually to the deductible amount of eligible officials, employees, and their plan-eligible dependents.

D. Opt-Out and Termination of Coverage. Eligible officials and employees who do not elect medical insurance through the Township will be entitled to a payment in an amount annually established by the Township Board. The Township will provide Consolidated Omnibus Budget Reconciliation Act (COBRA) coverage to eligible employees, officials, and their dependents, in compliance with state and federal law, when applicable.

SECTION XV. Section 105.010, SHORT-TERM AND LONG-TERM DISABILITY INCOME PLAN.

105.010 - Short-Term and Long-Term Disability Income Plan.

Sec. X. The Short-Term and Long-Term Disability Income Plan created, established, and contracted for under this Ordinance shall provide coverage for eligible officials and employees (as enumerated in the table in Section III) at no cost to the official or employee. Insurance coverage shall take effect start in accordance with the terms of the insurance plan(s) after the completion of 30 days of continuous employment provided the terms of the insurance plan have been satisfied.

SECTION XVI. Section 105.011, LONG TERM CARE INSURANCE.

105.011 - Long Term Care Insurance.

Sec. XI. The Long Term Care Insurance Plan created, established, and contracted for under this Ordinance shall provide coverage for eligible officials and employees (as enumerated in the table in Section III) in the amount determined by the Oshtemo Charter

Township Board at no cost to the official or employee. Coverage is available to eligible officials and employees only. Eligible individuals may purchase additional insurance beyond the Township provided plan at their own expense for themselves and/or their eligible dependents (provided that they meet applicable eligibility requirements).

SECTION XVII. Section 105.012, ADDITIONAL FRINGE BENEFITS.

105.012 - Additional Fringe Benefits.

Sec. XII. The Oshtemo Charter Township Board may ~~shall~~ determine through its written policies additional fringe benefits not explicitly enumerated herein. Any such additional benefit plans may be created, established, and contracted for under the authority granted by this Ordinance to the Township Supervisor and Township Clerk. The Oshtemo Charter Township Board shall determine through said written policies the classes of ~~officers~~ officials and employees that will receive such fringe benefits.

SECTION XVIII. Section 105.013, OPT-OUT.

105.013 - Opt-Out.

Sec. XIII. An eligible Township official or employee ~~Any~~ may “opt-out” of any contract, plan, or arrangement described in this Ordinance requiring a contribution from the official or employee. The person desiring not to be ~~so insured or~~ covered ~~by either Plan~~ shall give written notice to the Township ~~Clerk~~ that ~~he/she/they~~ desires not to be ~~insured or~~ covered ~~under the specified contract, plan, or , and i~~ arrangement. If the notice is received before the person has become ~~insured or~~ covered under the ~~specified contract, plan, or arrangement, he/she/they~~ shall not be covered ~~or insured~~ thereunder. If the notice is received after the individual has become ~~insured or~~ covered, ~~his/her/their~~ coverage under the ~~specified contract, plan, or arrangement~~ shall cease as provided for in the ~~contract or arrangement governing such insurance or coverage.~~

SECTION XIX. Section 105.014, CONFLICT.

105.014 – Conflict.

Sec. XIV. If any portion of this Ordinance conflicts with the terms of any contract, plan, or arrangement covered hereunder, the terms of the contract, plan, or arrangement shall control for eligibility and/or coverage terms. If any portion of this Ordinance is found to be contrary to state or federal law or regulation, that portion of the Ordinance shall be deemed severed from the remainder, which shall continue with full force and effect.

SECTION XX. Section 105.015, EFFECTIVE DATE.

105.015 – Effective Date.

Sec.XV. EFFECTIVE DATE. This Ordinance shall take effect upon publication after adoption in accordance with State law. -All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

DUSTY FARMER, CLERK  
OSHTEMO CHARTER TOWNSHIP

OSHTEMO CHARTER TOWNSHIP ORDINANCE NO. \_\_\_\_\_

Adopted: \_\_\_\_\_

Effective: \_\_\_\_\_

OSHTEMO CHARTER TOWNSHIP ORDINANCE

This Ordinance repeals Oshtemo Charter Township Pension Plan Ordinance, being Ordinance No. 275, as amended; Oshtemo Charter Township Health Insurance Plan Ordinance, being Ordinance No. 408 as amended; Oshtemo Charter Township Life and Dismemberment Insurance Plan Ordinance, being Ordinance No. 409 as amended; and Oshtemo Charter Township Short and Long-Term Disability Income Plan Ordinance, being Ordinance No. 410 as amended; and Oshtemo Charter Township Dental Insurance Plan Ordinance, being Ordinance No. 411, as amended, in their entirety, the amendments thereto, and repeals all Ordinances or parts of Ordinances in conflict. This Ordinance further amends the Oshtemo Charter Township Fringe Benefits Ordinance, being Ordinance No. 407, as amended.

THE CHARTER TOWNSHIP OF OSHTEMO  
KALAMAZOO COUNTY, MICHIGAN  
ORDAINS:

SECTION I.           REPEAL OF ORDINANCE NO. 275. This Ordinance repeals the Oshtemo Charter Township Pension Plan Ordinance No. 275 in its entirety.

SECTION II.           REPEAL OF ORDINANCE NO. 408. This Ordinance repeals the Oshtemo Charter Township Health Insurance Plan Ordinance No. 408 in its entirety.

Section III.           REPEAL OF ORDINANCE NO. 409. This Ordinance repeals the Oshtemo Charter Township Life and Dismemberment Insurance Ordinance No. 409 in its entirety.

Section IV.            REPEAL OF ORDINANCE NO. 410. This Ordinance repeals the Oshtemo Charter Township Short and Long Term Disability Income Plan Ordinance No. 410 in its entirety.

Section V.            REPEAL OF ORDINANCE NO. 411. This Ordinance repeals the Oshtemo Charter Township Dental Insurance Plan Ordinance No. 411 in its entirety.

SECTION VI.        AMENDMENT OF COMPILED SECTION 105.001, TITLE. Compiled Section 105.001 is amended to read as follows:

105.001 – Title.

Sec. I. This Ordinance shall be known and cited as the “Oshtemo Charter Township Employee Benefits Ordinance”.

SECTION VII.       AMENDMENT OF COMPILED SECTION 105.002, AUTHORITY. Compiled Section 105.002 is amended to read as follows:

105.002 – Authority.

Sec. II. Pursuant to MCL 41.110b, Oshtemo Charter Township hereby creates and establishes for the benefit of its eligible officers and employees, as established herein, the following benefits: (a) a non-ERISA defined contribution plan, (b) an ERISA deferred compensation plan, (c) retiree health care defined contribution plan, (d) life and dismemberment insurance, (e) a health, dental, and vision insurance plan, (f) a short-term and long-term disability income plan, (g) long term care insurance, and (h) such other additional fringe benefits as it determines through its written policies. To accomplish the purposes herein, Oshtemo Charter Township hereby authorizes the Township Supervisor and the Township Clerk to contract by means of an Adoption Agreement and/or contract, in the name of the Township Board, with any company authorized to transact such insurance, annuity, pension, or other employee benefit related business within the State of Michigan.

SECTION VIII.      AMENDMENT OF COMPILED SECTION 105.003, PERSONS COVERED. Compiled Section 105.003 is amended to read as follows:

105.003 – Persons Covered.



Sec. III. The plans created, established, and contracted for under this Ordinance shall cover each person within the following classes of officials and employees:

<b>Benefit Type</b>	<b>Eligible Officers</b>	<b>Eligible Employees</b>
Governmental Non-ERISA Retirement Plan (401(a) defined contribution plan)	Supervisor, Clerk, Treasurer (during their term of office)	Full-Time and Part-Time employees; Paid On-Call firefighters
457(b) Plan (deferred compensation plan)	Supervisor, Clerk, Treasurer, Trustee (during their term of office)	Full-Time and Part-Time employees; Paid On-Call firefighters
Retiree health care defined contribution plan	Supervisor, Clerk, Treasurer	Full-Time employees
Life and dismemberment insurance	Supervisor, Clerk, Treasurer	Full-Time employees; Paid On-Call firefighters
Medical insurance (health, dental, vision, and HRA/FSA plans)	Supervisor, Clerk, Treasurer (during their term of office)	Full-Time employees
Short-term disability income plan	Not covered	Full-Time employees
Long-term disability income plan	Supervisor, Clerk, Treasurer (during their term of office)	Full-Time employees
Long term care insurance	Supervisor, Clerk, Treasurer (during their term of office)	Full-Time employees
Additional fringe benefits	Determined by the Township's written policies	Determined by the Township's written policies

SECTION IX. AMENDMENT OF COMPILED SECTION 105.004, VALIDITY OF FRINGE BENEFITS. Compiled Section 105.004 is amended to read as follows:

105.004 – Validity of Prior Plans.

Sec. IV. The Oshtemo Charter Township Board hereby ratifies and confirms the validity of any annuity, defined contribution, pension, deferred compensation, health (including dental and/or vision) insurance, life and dismemberment insurance, long term care, disability, or other fringe benefit plan in existence on the effective date of this Ordinance.

SECTION X. AMENDMENT OF COMPILED SECTION 105.005, EFFECTIVE DATE AND REPEAL. Compiled Section 105.005 is amended to read as follows:

105.005 –Non-ERISA Defined Contribution Plan .

Sec. V. Oshtemo Charter Township has plan created, established, and contracted for a Governmental Non-ERISA Retirement Plan under this Ordinance.

- A. Township Contribution. Oshtemo Charter Township shall secure funds from the General Fund to contribute a percentage of each eligible official's and/or employee's annual compensation (as defined and set forth in the Governmental Non-ERISA Retirement Plan Agreement). Contributions shall be made for each person within the class of officials and employees enumerated in the table in Section III. Oshtemo Charter Township shall make an additional matching contribution equal to one hundred percent (100%) of an eligible official's and/or employee's annual elected deferrals to the Township's 457(b) Deferred Compensation Plan (not to exceed four percent (4%) of their compensation).
- B. Employee Contributions. Each eligible official and/or employee may authorize non-deductible contributions (to the limit(s) set forth in the Adoption Agreement with the contracting company) to their 401(a) Defined Contribution account. The Township is hereby authorized to deduct such contributions from each person's pay, salary, or compensation and apply it to the individual's 401(a) Defined Contribution account.
- C. Eligibility and Allocation Period. Each eligible official or employee (as enumerated in the table in Section III) who is employed on the effective date of the Governmental Non-ERISA Retirement Plan shall be eligible for coverage on that day (provided that they meet the eligibility requirements of the Adoption Agreement). Paid On-Call firefighters are not eligible for Township contribution matching. The allocation period for Township matching of eligible official and/or employee contributions shall be established in the Governmental Non-ERISA Retirement Plan.
- D. Vesting and Retirement. Each person covered under the Governmental Non-ERISA Retirement Plan shall have a vested right or interest in the Plan. Vesting rights and the normal retirement age shall be established and/or set forth by in the Adoption Agreement approved by the Township Board by resolution, or any subsequent amendment thereto, in compliance with all state and federal laws.

SECTION XI. Section 105.006, 457(b) DEFERRED COMPENSATION PLAN.

105.006 - 457(b) Deferred Compensation Plan.

Sec. VI.

- A. Contributions. Each eligible official and/or employee may authorize contributions to the 457(b) Deferred Compensation Plan (to the limit(s) set forth in the Adoption Agreement with the contracting company) created, established and contracted for under this Ordinance.. The Township is hereby authorized to deduct such contributions from each person's pay, salary, or compensation and apply the same to it to the individual's 457(b) Deferred Compensation Plan account.
- B. Eligibility. Each eligible official or employee (as enumerated in the table in Section III) who is employed on the effective date of the 457(b) Deferred Compensation Plan shall be eligible for coverage on that day (provided that they meet the eligibility requirements of the Adoption Agreement).
- C. Vesting and Retirement. Each person covered under the 457(b) Deferred Compensation Plan shall have a fully vested and nonforfeitable interest in their contributions to the Plan. Normal retirement age shall be established and/or set forth by in the Adoption Agreement approved by the Township Board by resolution, or any subsequent amendment thereto, in compliance with all state and federal laws.

SECTION XII. Section 105.006, RETIREE HEALTH CARE DEFINED CONTRIBUTION PLAN.

105.007 - Retiree Health Care Defined Contribution Plan.

Sec. VII. The Oshtemo Charter Township Board shall determine the annual reimbursement for retirees' medical insurance premiums and the annual contribution the Township will make toward the Retiree Health Care Defined Contribution Plan created, established, and contracted for under this Ordinance. Each eligible official or employee (as enumerated in the table in Section III) who is employed by the Township on December 31st is eligible for the Retiree Health Care Defined Contribution Plan. Individuals eligible for retiree health benefits prior to November 21, 2012, shall be reimbursed for medical, dental, and vision insurance premiums for themselves, and/or for their spouse (during the employee's lifetime), up to the annual set amount determined by the Township Board and are not entitled to participate in the Retiree Health Care Defined Contribution Plan .

SECTION XIII. Section 105.008, LIFE AND DISMEMBERMENT INSURANCE.

105.008 - Life and Dismemberment Insurance.

- A. Sec. VIII. The Life and Dismemberment Plan created, established, and contracted for under this Ordinance shall provide coverage for eligible officials and employees (as enumerated in the table in Section III). The Oshtemo Charter Township Board provides each eligible official and/or employee life and dismemberment insurance at no cost to the official or employee. Coverage shall start in accordance with the terms of the insurance plan(s) .

SECTION XIV. Section 105.009, MEDICAL INSURANCE PLAN.

105.009 - Medical Insurance Plan.

Sec. IX.

- A. Premium Costs. The Oshtemo Charter Township Board shall determine the share that the Township shall contribute to the premium costs for officials and employees eligible to receive health, dental, and vision insurance under the medical insurance plan created, established, and contracted for under this Ordinance.
- B. Eligibility and Effective Date. The officials and employees eligible to participate in the Township Medical Insurance are enumerated in the table in Section III. Insurance coverage shall start in accordance with the terms of the insurance plan(s).
- C. Coverage. Coverage is available for eligible officials, employees, and their plan-eligible dependents (as defined and set forth in the plan documents with the contracting company or companies). Employees and officials eligible for, and electing, medical insurance through the Township will be automatically enrolled in a health reimbursement arrangement (HRA). The Township paid HRA is applied annually to the deductible amount of eligible officials, employees, and their plan-eligible dependents.
- D. Opt-Out and Termination of Coverage. Eligible officials and employees who do not elect medical insurance through the Township will be entitled to a payment in an amount annually established by the Township Board. The Township will provide Consolidated Omnibus Budget Reconciliation Act (COBRA) coverage to eligible employees, officials, and their dependents, in compliance with state and federal law, when applicable.

SECTION XV. Section 105.010, SHORT-TERM AND LONG-TERM DISABILITY INCOME PLAN.

105.010 - Short-Term and Long-Term Disability Income Plan.

Sec. X. The Short-Term and Long-Term Disability Income Plan created, established, and contracted for under this Ordinance shall provide coverage for eligible officials and employees (as enumerated in the table in Section III) at no cost to the official or employee. Insurance coverage shall start in accordance with the terms of the insurance plan(s).

SECTION XVI. Section 105.011, LONG TERM CARE INSURANCE.

105.011 - Long Term Care Insurance.

Sec. XI. The Long Term Care Insurance Plan created, established, and contracted for under this Ordinance shall provide coverage for eligible officials and employees (as enumerated in the table in Section III) in the amount determined by the Oshtemo Charter Township Board at no cost to the official or employee. Coverage is available to eligible officials and employees only. Eligible individuals may purchase additional insurance beyond the Township provided plan at their own expense for themselves and/or their eligible dependents (provided that they meet applicable eligibility requirements).

SECTION XVII. Section 105.012, ADDITIONAL FRINGE BENEFITS.

105.012 - Additional Fringe Benefits.

Sec. XII. The Oshtemo Charter Township Board may determine through its written policies additional fringe benefits not explicitly enumerated herein. Any such additional benefit plans may be created, established, and contracted for under the authority granted by this Ordinance to the Township Supervisor and Township Clerk. The Oshtemo Charter Township Board shall determine through said written policies the classes of officials and employees that will receive such fringe benefits.

SECTION XVIII. Section 105.013, OPT-OUT.

105.013 - Opt-Out.

Sec. XIII. An eligible Township official or employee may “opt-out” of any contract, plan, or arrangement described in this Ordinance requiring a contribution from the official or employee. The person desiring not to be insured or covered shall give written notice to the Township that they desire not to be insured or covered under the specified contract, plan, or arrangement. If the notice is received before the person has become insured or covered under the specified contract, plan, or arrangement, they shall not be covered or

insured thereunder. If the notice is received after the individual has become insured or covered, their coverage under the specified contract, plan, or arrangement shall cease as provided for in the contract or arrangement governing such insurance or coverage.

SECTION XIX. Section 105.014, CONFLICT.

105.014 – Conflict.

Sec. XIV. If any portion of this Ordinance conflicts with the terms of any contract, plan, or arrangement covered hereunder, the terms of the contract, plan, or arrangement shall control for eligibility and/or coverage terms. If any portion of this Ordinance is found to be contrary to state or federal law or regulation, that portion of the Ordinance shall be deemed severed from the remainder, which shall continue with full force and effect.

SECTION XX. Section 105.015, EFFECTIVE DATE.

105.015 – Effective Date.

Sec.XV. EFFECTIVE DATE. This Ordinance shall take effect upon publication after adoption in accordance with State law. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

DUSTY FARMER, CLERK  
OSHTEMO CHARTER TOWNSHIP

# Memo



**To:** Libby Heiny-Cogswell, Supervisor and Township Board.  
**From:** M. Barnes, Fire Chief  
**Date:** April 18, 2022 – for Board meeting of 4/26/2022.  
**Re:** Purchase update – PPE Washer & Dryers per approved 2022 CIP

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## Objective

To provide an update to the Board per our purchasing policy for “*Purchases that have been budgeted for in the annual budget for capital items > \$10,000.*”

## Background

The 2022 approved CIP has allowed the purchase of one personal protective equipment (PPE) gear washer for station 1 and two PPE dryers, one for each station. Station 2 already has a washer. The total allocation for all three units was \$35,000.

Both of these vendors are sole source providers.

Actual Expenditure is:

Washer	\$ 16,657.00
Dryers (2)	\$ 13,824.00
Total	\$ 30,481.00



The 45lb washer from UniMac was the selected unit.  
<https://unimac.com/products/washer-extractors/high-performance-industrial-washer-extractors/45lb-capacity-2/>



A Ram Air model TG-4 was selected for the two dryers:  
<https://www.ramairgeardryer.com/tg-4/>

## OSHTEMO BOARDS (formal)

\*Bold Font Indicates Proposed Changes. Others are Elected or Continuing

Effective April 27th, 2022

TITLE	Members	Dates	Term/End Date	
	Jim Porter (Staff Attorney)			
Public Media Network	Lisa Godfrey (Citizen Rep)			
	Clare Buszka (Board Rep)			
Township Board	Libby Heiny-Cogswell (Supervisor)			
	Dusty Farmer (Clerk)			
	Clare Buszka (Treasurer)			
	Kizzy Bradford, Trustee			
	Cheri Bell, Trustee			
	Zak Ford, Trustee			
	Kristin Cole, Trustee			
	Jim Porter (Staff Attorney)			
	Marc Elliott, Public Utilities Dir.			
Zoning Board of Appeals	Louis Williams	<i>4th Tues, 3 pm</i>	12.31.2024	1st term
<i>Three Year Terms</i>	Fred Gould (Partial Term)		12.31.2022	1st Term
	Anita Smith (Vice Chair)		12.31.2023	1st Term
	<b>Harry Jachym (1st Alternate)</b>		12.31.2022	<b>Partial</b>
	Open (2nd Alternate)		12.31.2024	Partial
	Micki Maxwell (PC Liason)			
	Dusty Farmer (TB Liason)			
	Iris Lubbert (Staff)			
	Jim Porter (Attorney)			