

THE CHARTER TOWNSHIP OF OSHTEMO

Board Meeting
February 28, 2022
6:00 PM

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

PRESENT:

Supervisor Libby Heiny-Cogswell
Clerk Dusty Farmer
Treasurer Clare Buszka
Trustee Cheri Bell
Trustee Kizzy Bradford
Trustee Zak Ford
Trustee Kizzy Bradford- arrived approximately 6:45 PM

Also present were Attorney Jim Porter, Public Works Director Anna Horner, Planning Director Iris Lubbert, Human Resources Coordinator Sara Feister, and IT Coordinator Jon Gibson.

Public Comment

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

Discussion on Consumers Energy Grant Application

Derek Nofz from Consumers Energy presented the Board with a project overview to manage distributed energy resources to optimize the local power system. He requested that Oshtemo provide a letter of support for the Consumers Energy application to receive Federal grant dollars.

Motion by Ford, second by Farmer to write a letter of support for the grant. Motion carried 6-0, with one absent.

Discussion on Organizational Review

John Elsinga, Municipal Consultant, and the Board reviewed the draft summary of internal data collected from discussion with department heads and officials.

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

Consent Agenda

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

- a. Approve Minutes of February 14th, 2023, Regular Meeting
- b. Purchasing Policy Amendments

Motion by Ford, second by Bell to approve the consent agenda. Motion carried 7-0.

A. First Reading – Code Amendment – Sections 64.90 and 65.60

Consideration of amendments to the Township Zoning Ordinance to allow extension requests for site plans and special uses, limited to one additional year, to be handled administratively.

B. First Reading – Code Amendment – Section 50.10

Consideration of amendments to the Township Zoning Ordinance to provide clarification on how frontage is measured, whether lots or building sites need to be situated on a public road or street, and when a deviation for an unbuildable parcel is warranted.

Motion by Ford, second by Buszka to approve the code amendments in Sections 64.90, 65.60, and 50.10 for first reading and set second reading for March 14, 2023.

Consideration of Street Light Improvements

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

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Motion by Cole, second by Ford to adopt a resolution of approval for Beech, Sunset, and Parkview lighting improvements. Roll call. Resolution adopted 7-0.

Discussion on Fruit Belt Trail MNRTF Grant Applications

Parks Director Karen High presented information regarding the Michigan Natural Resources Trust Fund (MNRTF Development Grant. Board consensus was to proceed with dividing the project into thirds.

Consideration of Postal Service Area Consolidation Letter

Motion by Ford, second by Bradford to send a letter of opposition to the Postmaster General regarding the conversion of the 9th St Post Office to a Sorting and Delivery Center. Motion carried 7-0.

Consideration of Job-Sharing Option for Position(s) – e.g. Parks Director

Human Services Coordinator Sara Feister presented the recommendation from the HR Board Work Group to create a job share classification for the employee handbook. Board consensus was to utilize two part-time positions rather than create a job share classification.

Board consensus was to split the Parks Department Head position into two part-time positions rather than the posted full-time position.

Discussion on Township Board Process to Fill Board Vacancy

Motion by Farmer, second by Ford to set a Special Meeting for April 4, 2023 at 6 PM for the purpose of appointing a Supervisor. Applications for the position will be received by the Township until March 24 at 5 PM. Motion carried 7-0.

Motion by Farmer, second by Ford to accept the Supervisor resignation effective May 1, 2023. Motion carried 7-0.

Consideration of Budget Amendment

Motion by Farmer, second by Buszka to approve a budget amendment in the amount of \$179,693.67 from carryover to GL 900-728-976. Motion carried 7-0.

Public Comment

Supervisor Heiny-Cogswell opened public comment. Ken and Irene Livingston submitted a letter on behalf of the Oshtemo Historical Society.

Supervisor Heiny-Cogswell adjourned the meeting at approximately 9:50 PM.

Prepared by: Dusty Farmer
Township Clerk

Attested: Libby Heiny-Cogswell
Township Supervisor