

THE CHARTER TOWNSHIP OF OSHTEMO

Work Session
April 10, 2018
6:00 PM

The Oshtemo Township Board Work Session was held at the Township Hall. Supervisor Heiny-Cogswell called the meeting to order at approximately 6:00 PM.

PRESENT:

Supervisor Libby Heiny-Cogswell
Clerk Dusty Farmer
Treasurer Nancy Culp
Trustee Dave Bushouse
Trustee Deb Everett
Trustee Zak Ford
Trustee Ken Hudok

Also present were Attorney Jim Porter, Public Works Director Marc Elliott, Chief Mark Barnes, Planning Director Julie Johnston and 13 interested people.

Public Comment

No public comment.

Update on Fire Department Standards of Cover

Lt. Eric Burghardt presented the work being done by the Oshtemo Fire Department with regard to Standards of Cover. This process will inform the Township as to the coverage available so that a decisions can be made for future funding.

Discussion on Residential Condominium Standards

Planning Director Julie Johnston presented information regarding Residential Condominium Development Standards that will come before the Board in May. This draft ordinance has been recommended for approval by the Planning Commission. Highlights of the draft include: Special Exception Use review and approval by the Planning Commission; unchanged density permissions; no property size limitation outside of minimum lot or parcel requirements for each zoning district; roads may be public or private; sidewalks are required on both sides of the road and connections to planned non-motorized facilities; at least 10% open space; developments must have water and sewer connections; and provisions for the Township to assess property owners and complete maintenance when common elements are not being maintained.

Discussion on Street Lighting Energy Efficiency Research

Deputy Treasurer Grant Taylor presented information gathered from Consumer's Energy and internal discussion regarding LED street light conversion. Consensus from the Board is to move forward with the phased approach to LED streetlight conversion, as described by Consumer's Energy.

Supervisor Heiny-Cogswell adjourned the work session at approximately 7:30 PM.

THE CHARTER TOWNSHIP OF OSHTEMO

Regular Meeting
April 10, 2018
7:15

The Oshtemo Township Board Regular Meeting was held at the Township Hall. Supervisor Heiny-Cogswell called the meeting to order at approximately 7:35 PM.

PRESENT:

Supervisor Libby Heiny-Cogswell
Clerk Dusty Farmer
Treasurer Nancy Culp
Trustee Dave Bushouse
Trustee Deb Everett
Trustee Zak Ford
Trustee Ken Hudok

Also present were Township Attorney James Porter, Public Works Director Marc Elliott, Fire Chief Mark Barnes, Lt. Troy Faulk, Planning Director Julie Johnston, Ordinance Enforcement Officer Rick Suwarsky and approximately 11 interested people.

Public Comment on Non-Agenda Items

No public comment.

Consent Agenda

- a. Approve Minutes – March 13 and 27, 2018 Regular Meetings
- b. Receipts & Disbursements Report
- c. Revenue/Expenditure Report
- d. Employee Handbook – Amendment to Add Donated Leave Policy
- e. Sanitary Sewer Phase I Engineering Design Plan Consultant Agreement
- f. Update on Drake Path Regarding Amtrak

Motion by Ford, second by Culp to approve the consent agenda as presented. Motion carried 6-1.

Discussion with Sheriff Fuller

Sheriff Rick Fuller introduced Lt. Michelle Greenlee who will be joining the Township on July 1, 2018. He explained that he is rotating positions in the County so that they are properly trained to continue growing within the Sheriff's Department.

Supervisor Heiny-Cogswell reminded the Sheriff that it is now April, and that we should begin contract negotiations as soon as possible. Sheriff Fuller informed the Board that a letter of request for a meeting would be necessary to coordinate the attorney calendars.

Consideration of Plant Growth Ordinance– First Reading

Planning Director Johnston presented the new Plant Growth Ordinance. It will replace the Weed Control Ordinance No. 178 created in 1981. Changes were recommended by Ordinance Enforcement Officer Rick Suwarsky in an effort to resolve interpretation difficulties. The proposed ordinance was prepared in cooperation with Township staff and residents who have an expertise in native plants and native landscaping.

Motion by Hudok, second by Farmer to accept the Plant Growth Ordinance for First Reading with the recommendation to change the wording of the Environmental Board members section in an effort to include residents from different geographical areas/land uses within the Township and to 1set second reading for May 15, 2018. Motion carried 7-0.

Discussion on Coordination of Sidewalk Projects with Phase I Sanitary Projects

The Township will conduct meetings with individual neighborhoods to understand concerns and answer questions.

Consideration of First Quarter Budget Amendments

Consensus is to bring this back to the Board in May so that Board members have time to digest the requests. Supervisor Heiny-Cogswell asked the Board to consider one of the requests from the Parks Department so that the new grant dollars can be applied to the planned projects.

Motion by Heiny-Cogswell, second by Ford to approve the Parks Budget Amendment for \$19,500 so that the grant-funded projects can proceed. Motion carried 7-0.

Consideration of N. Conference Room Projection System

Deputy Treasurer Grant Taylor presented four options to the Board for digital presentation, and recommended Option 2 with dual TVs. Trustee Hudok suggested one stationary and one mobile rather than two stationary TVs.

Board consensus is to move forward with a stationary TV and come back with more information in May.

Other Business

None.

Public Comment

No public comment.

Board Member Comments

Trustee Ford asked that staff be directed to evaluate high-speed internet in the Township. Clerk Farmer asked that the Board consider using a consultant to help with that process.

Request to Enter Closed Session for Employee Performance Evaluation

Attorney Porter presented a resolution to enter closed session to discuss a personnel issue as requested by the employee.

Motion by Culp, second by Everett to enter closed session for the purpose of discussing a personnel issue. Roll Call. Resolution adopted 7-0.

Motion by Farmer, second by Culp to exit closed session at 10:32 PM. Motion carried 5-0, with 2 absent.

Motion by Heiny-Cogswell, second by Everett to proceed as discussed in closed session. Motion carried 4-1, with 2 absent.

Supervisor Heiny-Cogswell adjourned the Regular meeting at approximately 10:35 PM.

Prepared by: Dusty Farmer
Township Clerk