

THE CHARTER TOWNSHIP OF OSHTEMO

Work Session
May 15, 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

ABSENT:

Trustee Ken Hudok

Also present were Lt. Troy Faulk, Lt. Michelle Greenlee, Fire Chief Mark Barnes, Assistant Fire Chief Jim Wiley, Attorney Jim Porter, Public Works Director Marc Elliott, Planning Director Julie Johnston and 2 interested people.

Public Comment

No public comment.

Update from Kalamazoo County

Lt. Faulk introduced Lt. Greenlee to the Board. She will be assigned to Oshtemo Township beginning July 1, 2018. Following up on the increase in larcenies from mailboxes and vehicles, Lt. Faulk reported that arrests have been made and the Sheriff's Office will continue to be diligent in crime prevention.

Lt. Greenlee spoke to the Board about Smart 911 implementation in Kalamazoo County. Residents and businesses can register with the service to give extra information to dispatchers and first responders during emergency situations. Allergies, pets, medical conditions, and any other information that might be helpful to dispatchers can be added to a profile. People interested in signing up can do so at www.smart911.com.

Lt. Faulk shared that scam phone calls continue to exploit residents in an attempt to get money through the purchase of gift cards (i.e. iTunes). Awareness is key in deterring this type of criminal activity.

Lastly, Lt. Faulk reported that Deputy Rowe is gathering data for the criminal activity at the hotels in Oshtemo to monitor a possible increase so that the Township can decide how to move forward with crime prevention in this area.

Kathryn Bergeron from the Oshtemo Branch of the Kalamazoo Public Library offered to partner with both the Sheriff's Department and the Oshtemo Fire Department to provide time for educational/safety programming.

Discussion on Handbook Amendments for Education, Professional Development, and Gratuities

Consensus of the Board was to bring this item back to the full Board for more information and deliberation.

Discussion on Addressing Standards

Planning Director Julie Johnston presented the information gathered by staff to add to Board deliberation regarding addressing requirements for structures. Board consensus is to bring the ordinance back after making adjustments to requirements for distance from the road.

Supervisor Heiny-Cogswell adjourned the work session at approximately 7:25 PM.

THE CHARTER TOWNSHIP OF OSHTEMO
Regular Meeting
May 15, 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 7:30 PM.

PRESENT:

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

ABSENT:

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, Public Works Technician Jamie Baker and approximately 18 interested people.

Public Comment on Non-Agenda Items

No public comment.

Consent Agenda

- a. Approve Minutes – April 9, 108 (Special) and April 10, 2018 (Regular) Meetings
- b. Receipts & Disbursements Report
- c. ZBA Board Member Appointment from Alternate to Full Member

Trustee Everett requested that item C be removed. Supervisor Heiny-Cogswell advised that item C would be addressed under Other Township Business.

Motion by Ford, second by Culp to approve items A and B of the consent agenda. Motion carried 6-0, with one absence.

Recognition of Retiring Oshtemo Deputy Pete VandeWeerd

Undersheriff James VanDyken thanked the Township for recognizing Deputy VandeWeerd for his long service to both Kalamazoo County and Oshtemo Township. Lt. Faulk gave remarks that included witty and humorous events over Deputy VandeWeerd's career, and a heartwarming account of Deputy VandeWeerd's professionalism and work ethic. Supervisor Heiny-Cogswell presented a certificate of appreciation on behalf of the Township Board and Residents. His respect, honor, and integrity will be missed by all.

Consideration of Class C Liquor License Transfer – Big Burrito to Thirsty Hound

Motion by Culp, second by Bushouse to authorize local government approval and adopt a resolution authorizing the transfer of a Class C Liquor License to Patricia L. Ruppel and Chris C. Ruppel to operate the Thirsty Hound. Roll call. Resolution adopted 6-0 with Hudok absent.

Consideration of Plant Growth Ordinance for Replacement – Second Reading

Supervisor Heiny-Cogswell advised that this type of item would typically be on the consent agenda for second reading when the Board does not make significant changes at first reading, but was mistakenly added to the regular agenda.

Motion by Ford, second by Everett to approve the Plant Growth Ordinance for Second Reading. Motion carried 6-0 with one absence.

Consideration of Zoning Ordinance Addition Section 61 Residential Condominium Standards – First Reading

Planning Director Johnston presented the First Reading of a new Zoning Ordinance called Residential Condominium Development Standards. She explained that this new ordinance is intended to regulate the development of attached condominium projects.

Motion by Ford, second by Culp to approve the Residential Condominium Development Standards for First Reading and set second reading for June 12, 2018. Motion carried 6-0 with one absence.

Consideration of First Quarter Budget Amendments – Continued

Trustee Ford asked that unfamiliar terms be explained in the summary. Supervisor Heiny-Cogswell requested that the Treasurer work with the Clerk to include revenue amendments and summary at the same time as the expenditure amendments and summary.

Motion by Everett, second by Farmer to approve the budget amendment requests from the April 10, 2018 meeting. Motion carried 6-0, with one absence.

Update on Stadium Drive Non-Motorized

Public Works Technician Jamie Baker presented the Board with an update on Stadium Drive sidewalks, which is a joint venture between the Township and the Oshtemo Downtown Development Authority (DDA). This project has been approved via the Kalamazoo Area Transportation Study for a \$253,000 Transportation Alternatives grant in 2020 for 6-foot sidewalks on both sides of Stadium Drive between 11th St. and Quail Run Dr. The DDA would like to construct sidewalks along Stadium Dr. from 8th St. to the Consumers Energy utility corridor to the east of Danford Creek Apartments.

Other Township Business

Item C from Consent Agenda: ZBA Appointment- Supervisor Heiny-Cogswell informed the Board that in addition to the ZBA, a recommendation for Kathryn Bergeron to join the Friends of the Parks is also included.

Motion by Everett, second by Ford to approve the appointments to the ZBA and the Friends of the Parks. Motion carried 6-0, with one absence.

Clerk Farmer shared that a resident has requested a summary regarding conferences and seminars that Board members attend, and would like to see time set aside at the next Board meeting for this item.

Public Comment

No public comment.

Board Member Comments

Clerk Farmer reminded the Board that if any member needs assistance with using their tablet, please reach out to staff or other Board members.

Supervisor Heiny-Cogswell thanked Clerk Farmer and staff for helping digitize the packets and agendas.

Supervisor Heiny-Cogswell adjourned the Regular meeting at approximately 8:25 PM.

Prepared by: Dusty Farmer
Township Clerk