

THE CHARTER TOWNSHIP OF OSHTEMO
Regular Board Meeting
May 23, 2023
5:30 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 Bell called the meeting to order at approximately 5:30 PM.

PRESENT:

Supervisor Cheri Bell
Clerk Dusty Farmer
Treasurer Clare Buszka
Trustee Zak Ford
Trustee Kristin Cole – arrived approximately 6:00 PM
Trustee Kizzy Bradford – arrived approximately 6:20 PM

Also present were Public Works Director Anna Horner, Planning Director Iris Lubbert, Human Resource Director Sara Feister, Fire Chief Greg McComb, IT Director Jon Gibson, and one interested person.

Discussion on Draft Organizational Review Report

John Elsinga was presented the overview and recommendations regarding organizational structure in the Township. The Board will review the recommendations at a future meeting.

USDA Sewer Bond Issuance Report

Attorney Porter informed the Board that the current lawsuit against the Township Clerk regarding the filed petitions is awaiting the assignment of a new judge. At that point, the Township will request an emergency hearing.

Update on Letter Concerning Oshtemo Post Office

Attorney Porter informed the Board that we heard back from Federal representatives and they have expressed their shared concern over the proposed changes to the post office.

Change of Dates for June Budget Meeting

Board consensus was to cancel the June 6 and 7 meetings, and to reschedule budget items for those meetings to the regular June 13 meeting and to hold a special meeting on June 14.

Public Comment

Supervisor Bell opened public comment. No public comment.

Consent Agenda

Supervisor Bell asked if anyone present wished to remove anything from the consent agenda.

- a. Minutes of Regular Meeting from April 11, 2023, and April 25, 2023
- b. Budget Amendments
- c. Board Appointments (KRWWC appointee (Supervisor + alternate))
- d. Township Community Survey
- e. Job Description for Fire Department Training & Safety Captain

Motion by Ford, second by Cole to adopt the consent agenda. Motion carried 6-0.

Consideration of Trustee Appointment

Board Consensus on Process

Board consensus was to utilize ranked choice voting, to ask two rounds of questions of each candidate, and to allow 5 minutes of time for each candidate for an opening statement.

Process

Each candidate had the opportunity to speak. Anna Versalle was not present. Tom Graham and Jeff Parsons both spoke and answered questions.

Each Trustee ranked their choices and passed the ballots to Attorney Porter. Attorney Porter read the votes out loud, and Clerk Farmer recorded them. For the first round of voting, ballots were unanimous. Clerk Farmer announced that Jeff Parsons received 100% of the votes.

Action to Appoint

Motion by Ford, second by Bradford to appoint Jeff Parsons as Trustee. Motion carried 6-0.

Trustee Jeff Parson was sworn into office by Clerk Farmer.

Award Master Plan Contract

Planning Director Iris Lubbert summarized the request for proposals for comprehensive Master Plan services. After careful review of each proposal, and interviewing the firms, the Planning Director recommends Progressive AE.

Motion by Farmer, second by Ford to authorize the Supervisor to enter into a contract with Progressive AE for an amount to not exceed \$330,000 for comprehensive master plan services beginning summer of 2023 and concluding in spring of 2025. Motion carried 6-0, with one absent.

Consideration of Upgrading Fire Station 2 to Fiber Optic

Motion by Ford, second by Bradford to authorize the upgrade to fiber optic at Fire Station 2. Motion carried 6-0, with one absent.

Consideration of Fire Department Drone Use Policy

Motion by Farmer, second by Ford to approve the policy 712: Drone Use. Motion carried 6-0, with one absent.

Consideration of Roof Ventilation for Township Hall

Motion by Ford, second by Buszka to approve the budget amendment for the installation of roof ventilation system in Township Hall. Motion carried 6-0, with one absent.

Moratorium Ordinances for Private Roads

Motion by Ford, second by Parsons to accept for First Reading the Ordinance Amendment to Section 29.008 of the Subdivision/Site Condominium and Land Division Ordinance placing a six-month Moratorium on the development of Private Roads or Private Streets AND accept for First Reading the Ordinance Amendment to the Township Zoning Ordinance placing six-month Moratorium on the development of Private Roads and Private Streets AND set for second reading June 13, 2023. Motion carried 6-0, with one absent.

Moratorium Ordinances for Commercial Solar and Wind Projects

Motion by Ford, second by Buszka to accept for First Reading the General Ordinance placing a six-month Moratorium on the development of Commercial Wind Energy Conversion Systems and Commercial Solar Energy Arrays AND accept for First Reading the amendment to the Township Zoning Ordinance placing a six-month Moratorium on the development of Commercial Wind Energy Conversion Systems and Commercial Solar Energy Arrays AND set second reading for June 13, 2023. Motion carried 6-0, with one absent.

Recognition of June Pride Month in Oshtemo Township

Trustee Ford read aloud the Resolution Proclaiming June 2023 as LGBTQ+ Pride Month.

Motion by Ford, second by Buszka to adopt the Resolution Proclaiming June 2023 as LGBTQ+ Pride Month. Roll call. Resolution adopted 6-0, with Cole absent.

Public Comment

Supervisor Bell opened public comment. No public comment.

Supervisor Bell adjourned the meeting at approximately 9:20 PM.

Prepared by: Dusty Farmer
Township Clerk

Attested: Cheri Bell
Township Supervisor