

THE CHARTER TOWNSHIP OF OSHTEMO

Work Session  
August 22, 2017

The Oshtemo Township Board Special Meeting was held at the Township Hall. Supervisor Heiny-Cogswell called the meeting to order at approximately 6:04 PM.

**PRESENT:**

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

Also present were Township Attorney James Porter, Public Works Director Marc Elliott, Lt. Troy Faulk, Assessor Kristine Biddle, and Planning Director Julie Johnston.

**Public Comment**

No public comment.

**Update Regarding USDA Rural Development Sanitary Sewer Extensions**

Supervisor Heiny Cogswell explained to the board that the USDA has recommended that the Township apply in in \$8-10 million phases. She advised that we will move forward with most likely 2 phases, but there is a possibility of 3.

**Discussion Regarding Assessing Second Sales Study & Implementation**

Assessor Kristine Biddle presented a budget amendment request to the Board for additional dollars for a consultant from BS&A to assist with issues in the assessing roll. She noted that BS&A consultants have assisted with past concerns. The request is a line item adjust from with the Assessing budget.

**Budget Workshop #1**

Assessor Biddle provided the Board with the accomplishments, goals, and vision of the Assessing Department, along with the draft department budget.

Supervisor Heiny Cogswell tabled the Budget Workshop #1 until item 11 of the regular meeting and adjourned the Work Session of the Oshtemo Township Board at approximately 7:07 p.m.

THE CHARTER TOWNSHIP OF OSHTEMO

Regular Meeting  
August 22, 2017

The Oshtemo Township Board Special Meeting was held at the Township Hall. Supervisor Heiny-Cogswell called the meeting to order at approximately 7:17 PM.

**PRESENT:**

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

Also present were Township Attorney James Porter, Public Works Director Marc Elliott, Lt. Troy Faulk, Parks Director Karen High, Assessor Kristine Biddle, Planning Director Julie Johnston and 3 interested individuals.

### **Public Comment On Non-Agenda Items**

No public comment.

### **Consent Agenda**

Motion by Ford, second by Everett to approve items a-d of the consent agenda, Motion carries 6-0 with one absence.

### **Parks**

**Grange Hall Rental Fee Schedule:** Parks Director Karen High requested that the Board consider amending the Grange Hall rental fees after the facility is reopened with barrier-free access. \$150 per day Friday-Saturday, \$100 per day Monday-Thursday, with the new fees to take effect January 1, 2018. She also recommended that 6 long term renters be grandfathered at the current rate for their respective historical rental patterns. Country Dancers of Kalamazoo, Scottish Country Dancers, and four local families.

At the request of Trustees, the Parks Committee will bring back additional information as to exactly how many families, their names, and their rental histories/frequency of use.

Motion by Hudok, second by Ford to accept the rental fee schedule proposed by the Parks Committee, with grandfathering, with the Parks Committee will bringing back the additional information requested by Trustees, and with the Parks Committee reassessing the fee schedule after one year. 6-0 with one absence.

**Facility Rental Alcohol Policy:** Parks Director Karen High requested that the Board consider adopting an alcohol policy for the Grange Hall and Community Center.

Motion by Hudok, second by Farmer to accept the presented facility rental alcohol policy, and require the Parks Committee to review the ability for a cash bar and bring back a recommendation within one year, and to review problems with either allowing alcohol or obtaining a policy, and have the Parks Director copied on all alcohol requests for the first year. Supervisor Heiny Cogswell called for public comment. No public comment. She also shared that Trustee Bushouse conveyed that he is not in support of this motion because he does not want to compete with private halls and he does not want to create a stepping stone to allowing alcohol in the rest of the parks facilities. Motion carried 6-0 with one absence.

### **Consideration of Rezoning for Drake Farmstead Park Property – First Reading**

Planning Director Julie Johnston presented the rezoning request to place the Historic Overlay Zone on the Drake Farmstead located at 927 N. Drake Rd. Parcel numbers: 3905-13-230-030 and 3905-13-230-040. The Planning Commission held their public hearing for this request on August 10, 2017 and moved to recommend approval to the Township Board, receiving unanimous

support. This overlay zone will help the Drake Farmstead Master Plan to be realized and is compatible with the surrounding land uses and zoning classifications, and will have no impact on adjacent properties. No public comment.

Motion by Everett, second by Culp to accept the rezoning request for Drake Farmstead Park Property for first reading and set second reading for September 12, 2017. Motion carried 6-0 with one absence.

**Consideration of Rezoning Request for BTR 2.0 Property – First Reading**

Planning Director Julie Johnston presented the rezoning request to the Business and Research Park District for the Western Michigan University property that will implement the Genesee Prairie Sub-Area Plan. Parcel number: 3905-25-430-010. The Planning Commission held their public hearing for this request on August 10, 2017 and moved to recommend approval to the Township Board, receiving unanimous support. No public comment.

Motion by Culp, second Ford to approve first reading, set second reading for September 12. Motion carried 6-0 with one absence.

**Other Township Business**

No other business.

**Public Comment**

Emma from Mattawan High school addressed the Board by asking for clarification on when a particular item becomes a policy. Attorney Porter advised that in this particular case, the items from this meeting will become policy if they are accepted after second reading. Emma also commented that she has noticed a positive increase in female elected officials.

**Board Member Comments**

Trustee Hudok wished a speedy recovery for Trustee Bushouse.

Supervisor Heiny Cogswell adjourned the regular meeting at approximately 8:31 PM and continued the Budget Workshop #1.

**Board Budget Workshop #1 (continued)**

Parks Director Karen High provided the Board with the accomplishments, goals, and vision of the Parks Department, along with the draft department budget.

Prepared by: Dusty Farmer  
Township Clerk