

THE CHARTER TOWNSHIP OF OSHTEMO  
Special Meeting and Board Work Session  
October 9, 2018  
5:30-6:00 PM and 6:00-7:00 PM

The Oshtemo Township Board Work Session was held at the Township Hall. Supervisor Heiny-Cogswell called the meeting to order at approximately 5:30 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 Jim Porter, Lt. Michelle Greenlee, Chief Mark Barnes, Deputy Fire Chief Greg McComb, Public Works Director Marc Elliott, Parks Director Karen High, and 15 interested people.

**Public Comment**

Supervisor Heiny-Cogswell called for public comment. No public comment.

**2019 Budget Discussion**

Attorney Porter advised the Board of the possible process to move forward with an increase to the general charter levy.

Due to budget constraints, Board consensus was to push back the sidewalk design and construction for 11<sup>th</sup> St. between Parkview and N Ave. to after the year 2020.

Board consensus was to add the stretch of 11<sup>th</sup> St. between Parkview and Stadium to the Capital Improvement Plan.

Board consensus was to push back the Whitegate sidewalk project design and construction until after the year 2020.

Board consensus was to continue the discussion regarding Fire funding at another meeting within the next week.

**Discussion of Handbook Amendments – Education and Professional Development**

This item was moved to Other Business during the regular Board meeting.

Supervisor Heiny-Cogswell adjourned the Work Session at approximately 7:20 PM.

THE CHARTER TOWNSHIP OF OSHTEMO  
Regular Meeting  
October 9, 2018  
7:15 PM

The Oshtemo Township Regular Board 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  
Trustee Ken Hudok

Also present were Township Attorney James Porter, Public Works Director Marc Elliott, Public Works Technician Jamie Baker, Lt. Michelle Greenlee, Fire Chief Mark Barnes, and approximately 7 interested people.

**Public Comment On Non-Agenda Items**

Supervisor Heiny-Cogswell opened public comment. Approximately 1 person spoke.

**Consent Agenda**

- a. Approve Minutes - September 11 (Regular) and September 25, (Budget Workshop) 2018 Meetings
- b. Receipts & Disbursements Report
- c. Renewal of Kalamazoo Valley Intergovernmental Ambulance Agreement (KVIAA)
- d. Southwest Michigan Building Authority 2019 Budget
- e. USDA Sanitary Sewer Engineering Services Agreement (Revised)

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

**Consideration of Corridor Improvement Authority Consultant**

Motion by Farmer, second by Ford to approve the Wade Trim proposal and approve a budget amendment for \$5,000. Motion carried 7-0.

**Consideration of Holiday Inn Hotel, 1247 W. Main, Liquor License**

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

Motion by Ford, second by Hudok to adopt a resolution in support of the Kalamazoo Hotels, LLC liquor license. Roll call. Resolution adopted 7-0.

**Consideration of Carriage Barn Construction Contract Award**

Motion by Everett, second by Hudok to authorize the Supervisor to enter into a contract with Glas Associates for construction of the carriage barn and barrier-free ramp at Drake Farmstead Park, and to approve the budget amendment as presented. Motion carried 6-1, with Bushouse voting No.

**Consideration of Southwest Michigan Bikeway Commuter Route Signage**

Motion by Farmer, second by Ford to adopt a resolution in support of the Kalamazoo Regional Bike Route Sign Design for the Southwest Michigan Bikeway. Resolution adopted 7-0.

### **Consideration of Resolution of Intent for Capital Improvement Bond**

Motion by Farmer, second by Ford to adopt a resolution to acquire and construct capital improvements, publish notice of intent to issue capital improvement bonds and matters related thereto. Roll call. Resolution adopted 7-0.

### **Consideration of 2019 Budget - Set Public Hearing for November 13th, 2018**

Motion by Farmer, second by Ford to set public hearing for the 2019 Budget for November 13, 2018. Motion carried 7-0.

### **Consideration of Township Auditor Five Years Starting 2019**

Motion by Farmer, second by Ford to authorize the Supervisor to enter into a contract with Seber Tans for auditing for five years starting 2019. Motion carried 7-0.

### **Other Township Business**

The Board scheduled a Township Board Special Meeting for October 13, 2018 at 8:00 AM to continue 2019 budget discussion.

Motion by Ford, second by Culp to approve the proposed Township Policy for Educational and Professional Development. **Motion carried 7-0.**

### **Public Comment**

Supervisor Heiny-Cogswell opened public comment. Approximately 1 person spoke.

### **Request to Enter Closed Session to Discuss Litigation & Written Legal Opinion of Counsel**

Motion by Culp, second by Ford to adopt a resolution to enter closed session at 8:38 PM. Roll call. Resolution adopted 7-0.

Motion by Ford, second by Culp to exit closed session at approximately 8:46 PM. Motion carried 7-0.

Motion by Ford, second by Culp to proceed as discussed in closed session. Roll call. Resolution adopted 7-0.

Supervisor Heiny-Cogswell adjourned the Regular Board Meeting at approximately 8:48 PM.

Prepared by: Dusty Farmer  
Township Clerk