

THE CHARTER TOWNSHIP OF OSHTEMO
Regular Board Meeting
October 24, 2023
5:30 PM

The Oshtemo Township Public Meeting was held in person at the Township Hall. Residents were able to give public comments during the meeting. Supervisor Bell called the meeting to order at approximately 5:30 PM.

PRESENT:

Supervisor Cheri Bell
Clerk Dusty Farmer- remote (Oshtemo Township)
Treasurer Clare Buszka
Trustee Zak Ford
Trustee Neil Sikora
Trustee Kristin Cole
Trustee Michael Chapman

Also present were Attorney James Porter, HR Director Sara Feister, Interim Public Works Director Marc Elliott, Fire Chief Greg McComb, and IT Director Jon Gibson.

Public Comment

Supervisor Bell opened public comment. No public comment.

Boards and Committee Update and Discussion

The Board discussed the creation of a Diversity, Equity, and Inclusion committee with the purpose of evaluating internal and external policies that encompass those values.

The Board discussed the status of each Board and Committee under the purview of the Supervisor.

Consultant to assist with Planning Director Search

Moved for discussion after the consent agenda on the regular agenda.

Public Comment

Supervisor Bell opened public comment. No public comment.

Consent Agenda

- a. Minutes of Regular Meeting October 10 and 17, 2023
- b. Training & Safety Captain Job Description Revision
- c. Planning Director Job Description Revision
- d. 2024 Township Board Meeting Dates
- e. 2024 Township Holidays
- f. Budget Amendment Request for KL Ave Non-Motorized Project
- g. Budget Amendments

Motion by Ford, second by Buszka to approve the consent agenda without items a, b, and d.
Motion carried 7-0.

ITEM A:

Motion by Sikora, second by Ford to approve the minutes for October 10 and 17, 2023. Motion carried 7-0.

ITEM B:

Motion by Chapman, second by Ford to remove the language from all Township job descriptions regarding “good moral character”. Motion carried 7-0.

Motion by Ford, second by Chapman to approve the Training and Safety Captain Job Description with the changes discussed. Motion carried 7-0.

ITEM D:

This item will come back to the Board in December.

Consideration of Recruiting Firm for Planning Director

HR Director Sara Feister informed the Board that internal recruiting methods for Planning Director have been unsuccessful and requested that the Board authorize the Supervisor to hire a professional recruiting firm to assist. Board consensus was to proceed and a contract will be brought back to the Board at a future meeting.

Public Hearing: Consideration of Nonla Burger Liquor License Request

Supervisor Bell opened public comment. One person spoke. Attorney Porter shared the comment received via email.

Motion by Chapman, second by Ford to approve the Liquor License Request from Nonla Burger. Motion carried 6-0, with one absent.

First Reading: Amended Private Roads/Streets General & Zoning Moratorium Ordinances

Motion by Ford, second by Sikora to extend the moratorium ordinances for first reading and set second reading for November 14, 2023. Motion carried 7-0.

Consideration of Parkview Avenue Streetlight Resolution

Supervisor Bell opened public comment. No public comment.

Motion by Ford, second by Buszka to adopt a resolution authorizing changes to the standard light contract with Consumers Energy. Roll call. Resolution adopted 7-0.

Consideration of Fire Department Resident Intern Stipend

Motion by Cole, second by to approve the Fire Department Resident Intern Stipend for one intern per year in the amount of \$3250 each paid at \$250 every four weeks for interns who choose to live in the station full time. Motion carried 7-0.

Consideration of Human Resources Information System

Supervisor Bell opened public comment. No public comment.

Motion by Ford, second by Buszka to authorize the Supervisor to enter into contract with ADP for payroll purposes after the contract has been finalized and approved by the Attorney per the direction of the Board. Motion carried 7-0.

Public Comment

Supervisor Bell opened public comment. No public comment.

Supervisor Bell adjourned the meeting at approximately 9:24 PM.

Prepared by: Dusty Farmer
Township Clerk

Attested: Cheri Bell
Township Supervisor