

THE CHARTER TOWNSHIP OF OSHTEMO  
Special Board Meeting  
November 29, 2022  
6:00 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 Heiny-Cogswell called the meeting to order at approximately 6:00 PM.

**PRESENT:**

Supervisor Libby Heiny-Cogswell  
Clerk Dusty Farmer  
Treasurer Clare Buszka  
Trustee Zak Ford  
Trustee Cheri Bell  
Trustee Kristin Cole

**ABSENT:**

Trustee Kizzy Bradford- arrived approximately 6:45 PM

Also present were Attorney Jim Porter, Human Resources Coordinator Sara Feister, Public Works Director, and IT Coordinator Jon Gibson.

**Discussion on Compensation Policy**

The Board discussed the Compensation Policy and how the market comparison, performance, and consumer price index are used to determine compensation increases for employees.

**Public Comment**

Supervisor Heiny-Cogswell opened public comment. One person spoke.

**Consent Agenda**

- a. Approve Minutes – November 9 and November 29, 2022
- b. Receipts & Disbursements Report
- c. County ARPA Grant Agreement
- d. Employee Holiday Dinner

Motion by Ford, second by Buszka to adopt the consent agenda. Motion carried 7-0.

**2023 Property & Liability Insurance Renewal**

Insurance Agent Geoff Lansky was available for questions as the Board considered the 2023 insurance renewal.

Motion by Ford, second by Cole to approve the 2023 Insurance Renewal. Motion carried 7-0.

### **Discussion on USDA Sewer Expansion**

Public Works Anna Horner presented information for funding sewer capital projects. The focus of funding sewer capital projects is to keep the resident connection cost low. The Board needs to consider an internal transfer of \$1-1.5M, setting the residential connection fee at \$7,500 for USDA projects, and recognize that future bonding may be required. Board consensus was to consider an internal transfer from the General Fund since the Township will not have to pay interest.

### **Consideration of 4th Quarter Budget Amendments**

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

Motion by Farmer, second by Ford to approve the budget amendments with the changes as discussed. Motion carried 7-0.

### **Consideration of Parkview Ave Design Amendments**

Motion by Ford, second by Buszka to approve the contract amendment for HRC and the budget amendment from carryover. Motion carried 7-0.

### **Public Comment**

Supervisor Heiny-Cogswell opened public comment. One person spoke.

Supervisor Heiny-Cogswell adjourned the meeting at approximately 9:00 PM.

Prepared by: Dusty Farmer  
Township Clerk

Attested: Libby Heiny-Cogswell  
Township Supervisor