

THE CHARTER TOWNSHIP OF OSHTEMO
Work Session
December 12, 2017
6:00 PM

The Oshtemo Township Board Work Session was held at the Township Hall. Supervisor Heiny-Cogswell called the meeting to order at approximately 6:00 PM.

PRESENT:

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

Also present were Attorney Jim Porter, Public Works Director Marc Elliott, Planning Director Julie Johnston, Lt. Troy Faulk, County Commissioner Julie Rogers, and 4 interested people.

Public Comment

No public comment.

Update from Kalamazoo County

Kalamazoo County Sheriff's Department: Lt. Troy Faulk presented the November Oshtemo Police Report. At the January meeting he will present the Part 1 and Part 2 crimes.

County Commission: Commissioner Julie Rogers provided an update to the Board regarding the plan for the new Animal Shelter that should be finalized in 2018, and they plan to break ground in 2019. This new design will likely include a room for people to get to know animals they are considering adopting, a quarantine area for sick animals that will be separate from animals that are ready for adoption, and an outdoor space for volunteers to train and groom animals. She also reported that the Road Commission of Kalamazoo County is close to a sign policy for the county.

Discussion: Delta Marriott Conference Center Brownfield

The current building is functionally obsolete and qualifies for Act 381 dollars. This Brownfield plan allows for interior demolition costs and mechanical upgrades. The maximum number of years is 14, which includes 5 years of contribution toward the Brownfield revolving fund. 2019 will be the first year for capture. It will come back to the Township Board for public hearing on January 9.

Sidewalk Extensions in Neighborhoods

Public Works Director Marc Elliott facilitated a discussion on developing a strategy for concurrent installation to extend sidewalks into older neighborhoods in which public sanitary sewer is extended. Discussion focused on a capital millage request for the Township, asking voters to support funding for non-motorized facilities throughout the Township. Supervisor Heiny-Cogswell said that she will speak with staff and come back before the Board.

Compensation Policy

Supervisor Heiny-Cogswell presented the most recent version of the Compensation Policy, and the two items that staff asked for the Board to review: an automatic general increase and for future compensation policies to be reviewed by the entire HR Committee. The Board will discuss during the regular meeting.

Supervisor Heiny-Cogswell adjourned the Work Session of the Oshtemo Township Board at approximately 7:05 p.m.

THE CHARTER TOWNSHIP OF OSHTEMO
Regular Meeting
December 12, 2017
7:00 PM

The Oshtemo Township Board Regular Meeting was held at the Township Hall. Supervisor Heiny-Cogswell called the meeting to order at approximately 7:12 PM.

PRESENT:

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

Also present were Township Attorney James Porter, Planning Director Julie Johnston, Public Works Director Marc Elliott, Lt. Troy Faulk, Fire Chief Mark Barnes, and approximately 80 interested people.

Public Comment on Non-Agenda Items

No public comment.

Consent Agenda

Supervisor Heiny-Cogswell asked to remove the Compensation Policy from the Consent Agenda to be placed in Other Business.

Motion by Ford, support by Culp to approve the Consent Agenda without the Compensation Policy. Motion carried 7-0.

Citizen Recognition Regarding Life Saved

Fire Chief Mark Barnes presented a certificate of recognition from Oshtemo Township to Thomas Falan and Michael Yarrington for performing life saving early CPR on October 12, 2017.

Consideration of Stadium Park Way Brownfield

Ken Paragon presented the Brownfield Plan prepared by the Kalamazoo County Brownfield Redevelopment Authority for properties located on Stadium Park Way. The plan will be in place for 23 years, which includes five years for the Brownfield revolving fund. If approved, it will go before the Kalamazoo County Commission on January 16, 2018.

Motion by Farmer, second by Ford to approve the Stadium Park Way Brownfield Plan. Roll call. Resolution adopted 7-0.

Consideration of Tax Exemption Ordinance No. 344 Amendment – First Reading (FHC Request)

Attorney Porter presented the modified Tax Exemption Ordinance No. 344 for low-income elderly persons per the request of FHC Group Evergreen North, LLC. They are requesting to enter into a Municipal Emergency Services Agreement rather than agree to pay the special assessments imposed by the Township. The agreement would fix police and fire assessments at \$38,361 with an inflation factor of 1.5% annually.

Motion by Heiny-Cogswell, second by Everett to approve this for First Reading and set second reading for January 9, 2018. Motion carried 4-2, with Farmer and Ford voting No.

Consideration of Resolution for Evergreen North Limited Division Housing Association

Motion by Ford, second by Farmer to adopt a resolution to grant Evergreen North a PILOT tax exemption. Roll call. Resolution adopted 7-0.

Consideration of Subdivision Step Three Final Approval – Tuscan East Subdivision

Planning Director Julie Johnston presented the request for final (Step 3) approval of the Tuscan East subdivision plan. The project was originally approved by the Township Board in December of 2014. The applicant received Step 2 approval in January of 2016. Township staff recommends approval of the Tuscan East final subdivision plat, with the following conditions: By June 30, 2018, sidewalk ramps with ADA detector strips will be constructed within all intersection rights-of-way, all public street lighting will be included in the Township Street Lighting District, and final as-built drawings will be provided within 90 days of this approval.

No public comment.

Motion by Farmer, second by Ford to accept the Tuscan East request for Step 3 approval, with the three conditions recommended by staff. Motion carried 7-0.

Consideration of Rezoning Request in Section 36, Long Island Partnership, LP- First Reading

Planning Director Julie Johnston presented a rezoning request for 3926 S. 9th St. from R-4: Residence District to the VC: Village Commercial District. The Oshtemo Township Master Plan includes this property in Village Commercial for future land use.

Motion by Heiny-Cogswell, second by Ford to approve the rezoning request for First Reading and set Second Reading for January 9. Motion carried 7-0.

Consideration of Thirsty Hound Tavern License Application - Public Hearing

Attorney Porter presented a tavern license for consideration for The Thirsty Hound at 1030 S. 8th St., Kalamazoo, MI 49009. This is a local governmental approval and will allow beer and wine only.

Motion by Bushouse, second by Ford to approve the Tavern License for the Thirsty Hound. Motion carried 7-0.

Consideration of Poverty Exemption Standards for 2018

Attorney Porter presented the Poverty Exemption Guidelines for 2018, with changes to be compliant with Annual Michigan Assessing Review standards. Supervisor Heiny-Cogswell suggested that the word "liquid" be added before asset in the qualifications. Trustee Ford requested that Attorney Porter review the statute and report back to the Board as to whether or not the poverty exemption guidelines can be set by the Board.

Consideration of Budget Amendment Department Requests

Motion by Culp, second by Ford to approve the budget amendments as presented. Motion carried 7-0.

Consideration of 2018 Public Water Connection Fees

Public Works Director Marc Elliott presented a resolution to provide fee adjustments for public water connections in 2018.

Motion by Culp, second Ford to accept the 2018 Public Water Connection Fees. Motion carried 7-0.

Consideration of 2018 Public Sewer Connection Fees

Public Works Director Marc Elliott presented a resolution to provide fee adjustments for public sewer connections in 2018.

Motion by Heiny-Cogswell, second by Ford to accept the 2018 Public Sewer Connection Fees. Motion carried 7-0.

Consideration of Road Sidewalk Shared Use Path Assessment Policy Amendment- Sidewalk Fees
Motion by Culp, second by Ford to accept the amended sidewalk fees. Motion carried 7-0.

Other Township Business

Compensation Policy- The Board is being asked by staff to consider continuing an automatic annual cost of living increase and to allow the full HR Committee to review the Compensation Policy in the future.

Motion by Ford, second by Hudok to approve the Compensation Policy as presented. Motion carried 7-0.

Public Comment

No public comment.

Board Member Comments

Four grant awards have been announced: Trust Fund Grant for \$136,000, Forestry Grant to plant trees, a donation for Drake Farmstead for \$10,000, and a Kalamazoo Community Foundation Environmental grant for prairie restoration.

Prepared by: Dusty Farmer
Township Clerk