

**THE CHARTER TOWNSHIP OF OSHTEMO**  
**Township Board Meeting**  
**February 24, 2015**

The Oshtemo Township Board public comment session was held at the Township Hall. Supervisor Heiny-Cogswell called the meeting to order at 6:00 p.m.

**PRESENT:**

Supervisor Libby Heiny-Cogswell  
Clerk Deb Everett  
Treasurer Nancy Culp  
Trustee Nancy Carr  
Trustee Dusty Farmer  
Trustee Lee Larson  
Trustee Grant Taylor

Also present was Township Attorney James Porter, Planning Director Greg Milliken, Fire Chief Mark Barnes, and 2 interested people.

**Public Comment** – None.

**Discussion – Public Media Network** – Trustee Taylor, Township liaison to PMN, provided information on their proposal to “buy out” and upgrade existing video production systems in their partner municipalities, noting it would provide a uniform system for better training and enable them to repair infrastructure more quickly when needed. He noted there would be no additional cost to the Township for the new equipment. It was noted their bandwidth will also be increased to support streaming of the PMN channels. Trustee Carr commented data is needed as to how many people are watching.

The public comment session was adjourned at approximately 6:35 p.m.

Supervisor Heiny-Cogswell called the regular meeting to order at 7:00 p.m.

**PRESENT:**

Supervisor Libby Heiny-Cogswell  
Clerk Deb Everett  
Treasurer Nancy Culp  
Trustee Nancy Carr  
Trustee Dusty Farmer  
Trustee Lee Larson  
Trustee Grant Taylor

Also present was Township Attorney James Porter, Planning Director Greg Milliken, Fire Chief Mark Barnes, and 5 interested people.

**CITIZEN COMMENTS**

David Worthams, Kalamazoo County Road Commissioner, advised he will be the KCRC liaison to the Township.

**CONSENT AGENDA**

- a) Minutes of the February 10<sup>th</sup> regular & February 17<sup>th</sup> joint boards meetings
- b) Receipts & Disbursements Report
- c) Update on Drake Farmstead Master Plan Process
- d) Update on Replacement of Failed Voicemail System and Telephone System
- e) Update on Fire Department Brush Truck Replacement Vehicle Purchase
- f) Update on Fire Department Command Vehicle Purchase
- g) Oshtemo Sidewalk Inspection Fee
- h) Road/Sidewalk/Shared-Use Path Assessments Policy
- i) Sidewalk/Shared-Use Path Construction Standards
- i) Amended & Restated Sewer Main Connection Charges
- k) Amended & Restated Water Connection Fees
- l) Board & Committee Appointments – Friends of the Parks (2 Appointments) & SoDA (1 Update)

Trustee Carr requested items A, J and K be removed. Motion by Larson, second by Taylor to approve the consent agenda as amended. Carried 7-0.

**Consent Agenda Item A – February 10<sup>th</sup> and February 17<sup>th</sup> Joint Meeting Minutes**

Trustee Carr requested the joint meeting minutes reflect that she had invited Heidi Bryant, President of Better Environmental Services & Technology to speak as an expert in her field regarding private wells and septic systems, and offer education not only to the public but also the Board.

Motion by Larson, second by Carr to approve the minutes of the February 10<sup>th</sup> regular meeting as presented and February 17<sup>th</sup> joint meeting minutes as amended. Carried 7-0.

**Consent Agenda Item J – Amended & Restated Sewer Main Connection Charges**

Trustee Carr asked for clarification; Attorney Porter advised the objective is to no longer require the fee schedule be part of a resolution, but adopted by motion, which will provide a more succinct, understandable document for the public.

Motion by Everett, second by Larson to approve the amended and restated sewer main connection charges. Carried 7-0.

**Consent Agenda Item K – Amended & Restated Water Connection Charges**

Attorney Porter advised the same purpose is intended for the water connection charges process as described for the sewer main connection charges.

Motion by Larson, second by Taylor to approve the amended and restated water connection fees. Carried 7-0.

**DISCUSSION – WMU BUSINESS TECHNOLOGY RESEARCH (BTR) PARK**

Planning Director Milliken and Joe Agostinelli, of Southwest Michigan First provided information regarding the development of the WMU BTR Park 2.0 on the former Colony Farm Orchard property on South Drake Road; the original BTR Park is at maximum capacity. The new BTR Park would have ten to twelve development sites which would provide hundreds of new jobs with an estimated taxable value of \$8 million. Estimated cost for infrastructure is \$3 to \$3.5 million, with the primary target for funding being an Economic Development Grant which has a 50 percent match requirement. WMU has committed \$250,000 toward the match, and will be seeking to bond for the balance, approximately \$1.5 million. It was noted WMU is at their bond capacity due to other projects, therefore, the Township is being asked to sponsor the grant match. Possible options for generating revenue to cover the payments on the bond include Tax Increment Financing including the Township and County as well as other taxing units if they opt in, utility connection fees, and MDOT Economic Development and Community Development Block Grants. The EDA grant deadline is March 12th; more information will be forthcoming and the Board would need to take action at the March 10<sup>th</sup> meeting as to whether the Township will support this effort.

**ORDINANCE AMENDMENTS – SECOND READING  
NON-MOTORIZED/SIDEWALK ORDINANCE  
WASTEWATER SERVICE ORDINANCE  
WATER SERVICE ORDINANCE**

Before the Board was Second Reading of amendments to the Non-Motorized/Sidewalk Ordinance, Wastewater Service Ordinance, and Water Service Ordinance which included updates to design/construction standards be approved by the Board but not require a resolution, define Director as the Director of Public Works, who will receive applications and develop needed forms, and fees will be established by the Board but not require a resolution.

Motion by Taylor, second by Farmer to adopt the ordinance amendments. Carried 7-0.

**BOARD MEMBER COMMENTS**

Trustee Taylor thanked Southwest Michigan First and the committee working to develop BTR 2.0; it is a great opportunity.

Supervisor Heiny-Cogswell advised the March newsletter is available on the website with hard copies expected to be mailed later this week.

She also advised there will be a shredding day for the public on April 18<sup>th</sup>.

She also advised there will be a "Listening Post" on February 27<sup>th</sup> at 8:00 a.m. hosted by COG and the Chamber of Commerce; it will be held at the Kalamazoo County Road Commission.

There was no further business and the meeting was adjourned at approximately 7:55 p.m.

**DEBORAH L. EVERETT**  
Township Clerk

**Attested: ELIZABETH HEINY-COGSWELL**  
Township Supervisor