

THE CHARTER TOWNSHIP OF OSHTEMO
Township Board Meeting
October 13, 2015

Township Board work session was held at the Township Hall. Supervisor Heiny-Cogswell called the meeting to order at 5:00 p.m.

PRESENT:

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

Also present were Township Attorney James Porter, Public Works Director Marc Elliott, Fire Chief Mark Barnes, and 4 interested people.

Update – Kalamazoo County – County Commissioner Julie Rogers provided updates on activities of the County Board.

Update – Kalamazoo County Sheriff's Department – Capt. William Timmerman introduced Lt. Troy Faulk who will be working in the Township. Lt. Faulk provided information on recent activities in the Township.

Discussion – Road Policy – current road policy was discussed and a map of the current road ratings reviewed. Supervisor Heiny-Cogswell advised a meeting had been held with the residents of G Avenue, between Ravine Road and US 131 and representatives from the Road Commission of Kalamazoo County (RCKC). The road is in disrepair, the residents want it repaired at no cost to them.

Discussion – Public Water and Public Sanitary Sewer Service – Attorney Porter presented a proposed amendment to the Public Water Service Ordinance to require connection where public water is reasonably available and not permit new private wells for either new or existing buildings. Consensus was to place on the October 27th agenda for First Reading. He also presented a proposed amendment to the Wastewater Service Ordinance to require connection where public sewer is reasonably available for septic systems 15 years or older. There were board member requests for more information; Public Works Director Elliott will have available for the October 27th meeting.

Assistant Compensation – Supervisor Heiny-Cogswell advised per Section 5.4 of the Employee Handbook, Assistant Assessor Claudia Stirton should be compensated for four weeks the Assessor position was vacant.

Motion by Culp, second by Farmer to approve additional compensation of \$500.00. Carried 7-0.

The Board work session adjourned at approximately 6:55 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 Zak Ford
Trustee Grant Taylor

Also present were Township Attorney James Porter, Public Works Director Marc Elliott, Fire Chief Mark Barnes, Planning Director Julie Johnston, and 9 interested people.

CITIZEN COMMENTS

Steve Kinney, representing Oshtemo Rotary presented a check for \$5,000 toward their pledge to replace the roof on the Rotary Pavilion at Flesher Field. Supervisor Heiny-Cogswell thanked the Rotary Club for their partnership with the Township on this and other park projects.

George Horn, 5281 West G Avenue, commented he attended the citizens meeting with Township and Road Commission officials regarding G Avenue; the meeting was not fruitful, everyone needs to work together and asked questions regarding the assessment process. Supervisor Heiny-Cogswell advised a meeting should be arranged to discuss his questions in detail.

CONSENT AGENDA

- a) Minutes of the September 8th regular meeting, September 15th joint boards meeting, September 22nd Budget Workshop meeting.
- b) Receipts & Disbursements Report.
- c) Contract for Survey & Design of Atlantic Avenue Sewer Extension

Motion by Taylor, second by Culp to approve the consent agenda. Carried 7-0.

KALAMAZOO AREA BUILDING AUTHORITY (KABA) 2016 BUDGET

Executive Director Ed Hellwege presented the proposed 2016 KABA budget for consideration. He noted the start up costs will be reimbursed to all member Townships by the end of the year, Oshtemo Township, year to date, has accounted for nearly 40% of KABA revenue and number of permits issued. In response to Trustee Carr's questions, he advised there are 4 KABA employees, 4 contracted inspectors, he is in the process of hiring an office manager, the start up cost was \$163,000, KABA pays Oshtemo Township \$12,000 per year for office space, Jerry Reitnour is currently Building Official but a new person is being transitioned into the position, and reviewed the inspection process. He advised the addition in staff is to increase efficiencies, noting there have been minimal complaints of the process.

Motion by Taylor, second by Farmer to approve the 2016 KABA budget as presented. Carried 7-0.

WMU MEDICAL SCHOOL AFFILIATION AGREEMENT WITH FIRE DEPARTMENT

Fire Chief Barnes presented a request for approval of an agreement with the WMU Medical School to permit their students to participate with the Fire Department in First Responder training.

Motion by Farmer, second by Ford to authorize the Supervisor to sign the agreement. Carried 7-0.

KALAMAZOO VALLEY INTERGOVERNMENTAL AMBULANCE AGREEMENT (KVIAA) AMENDMENT TO ADD KALAMAZOO TOWNSHIP

Fire Chief Barnes presented a request the Board approve an amendment to the KVIAA agreement to add Kalamazoo Township as a member.

Motion by Heiny-Cogswell, second by Everett to authorize the Supervisor to sign the agreement amendment. Carried 7-0.

REZONING REQUEST – NORTH 7TH STREET – AG TO RURAL RESIDENTIAL – FIRST READING

Planning Director Johnston presented a recommendation from the Planning Commission for approval of a rezoning request for 5.97 acres from AG Agricultural to RR Rural Residential. The property is located on North 7th Street and is part of two 40 acre parcels of farmland. She advised to ensure the remaining parcels do not fall below the 40 acre AG zoning requirement, they would be combined. She noted the request is consistent with the Master Land Use Plan.

Motion by Taylor, second by Carr to accept the rezoning for First Reading and set Second reading for October 27th.

PUBLIC INFORMATIONAL SIGN ORDINANCE – FIRST READING

Attorney Porter presented a proposed Public Informational Sign Ordinance for First Reading. He advised permission had been sought from the Road Commission of Kalamazoo County (RCKC) to install neighborhood watch signs in the right of way; the request was denied since the Township does not have an ordinance to authorize such signs. Permitted signs would include public facilities, parks, trails, drug free zones, neighborhood watch, adopt-a-road, emergency services, public transportation, school/university, historic markers and others deemed as public informational signs by the Township.

Motion by Culp, second by Taylor to accept the ordinance for First Reading and set Second Reading for October 27th. Carried 7-0.

2016 BUDGET – SET PUBLIC HEARING DATE

Supervisor Heiny-Cogswell proposed the 2016 budget be set for public hearing on November 10th.

Motion by Taylor, second by Culp to set the public hearing for the 2016 budget for November 10th.

2016 – 2021 CAPITAL IMPROVEMENT PLAN (CIP)

Supervisor Heiny-Cogswell presented the final draft of the 2016-2021 Capital Improvement Plan (CIP) for adoption. She noted the document will be updated annually and works in tandem with the budget.

Motion by Culp, second by Farmer to adopt the 2016-2021 Capital Improvement Plan. Carried 7-0.

IFT EXEMPTION – WOODSMITHS, INC.

Consideration of granting an IFT Certificate to Pedrolini-Smith LLC owner of Woodsmiths, Inc. located at 1180 South 8th Street was before the Board. It was noted an Industrial Development District was established in 1989.

Pam Smith provided a history of the business noting it was started in 1981 and the future plans to expand.

Joe Agostinelli, representing Southwest Michigan First commented they support economic development of such projects.

Motion by Everett, second by Culp to adopt a resolution granting the IFT certificate. Roll call showed Heiny-Cogswell-yes, Taylor-yes, Carr-yes, Culp-yes, Everett-yes, Farmer-yes, Ford-yes.

RESOLUTION IN SUPPORT OF SENATE BILL REGARDING ASSESSMENT OF “BIG BOX STORES”

Attorney Porter presented a resolution in support of Senate Bill No. 524 which would provide a more equitable method of assessing large stand alone commercial retail properties.

Motion by Ford, second by Farmer to adopt the resolution of support and send a letter to the Gazette. Roll call showed Taylor-yes, Carr-yes, Culp-yes, Everett-yes, Farmer-yes, Ford-yes, Heiny-Cogswell-yes.

CONSUMERS ENERGY CONTRACT AMENDMENT – STREETLIGHT ADDITIONS

Treasurer Culp presented a resolution, required by Consumers Energy, to amend the streetlight contract to install two streetlights; one at 3500 South 6th Street and the other on KL Avenue east of US 131.

Motion by Heiny-Cogswell, second by Farmer to adopt the resolution approving the amendment. Roll call showed Culp-yes, Everett-yes, Farmer-yes, Ford-yes, Heiny-Cogswell-yes, Taylor-yes, Carr-yes.

OTHER BUSINESS

Supervisor Heiny-Cogswell advised the October 27th work session would start at 5:30 p.m.; representatives of the Road Commission of Kalamazoo County will be present for their annual discussion with the Board.

BOARD MEMBER COMMENTS

Trustee Taylor thanked the Rotary Club for their contribution to the park pavilion roof.

Supervisor Heiny-Cogswell advised the Township received a 30 year membership award at the recent Michigan Association of Planning conference.

There was no further business and the meeting was adjourned at approximately 8:20 p.m.

DEBORAH L. EVERETT
Township Clerk

Attested: ELIZABETH HEINY-COGSWELL
Supervisor