



7275 W. Main Street
Kalamazoo, MI 49009

Capital Improvements Committee

VIRTUAL ZOOM MEETING

Tuesday, January 17, 2023

1:00 P.M.

Meeting Summary

Welcome/Call to Order:

Present: Libby Heiny-Cogswell, Clare Buszka, Zak Ford, Anna Horner, Ken Hudok, Matt Johnson, Bernie Mein, Ryan Minkus, Bill Ox, Zach Pearson, Jim Porter, Ryan Russell

Welcome to new member, Ken Hudok! Introductions given by all members present. Ken is an Oshtemo citizen and former Oshtemo Trustee and is glad to be a part of the team.

Approval of November 15, 2023, Meeting Summary: Motioned to approve by Zak Ford, seconded by Bernie Mein to accept the meeting summary. Motion carried.

USDA Neighborhood Expansion Project Update:

- a. Phase 1 bid opening January 17, at 11 AM
 - i. No bids were received for contracts A or B for neighborhood sewer expansion project but have been receiving inquiries from contractors who showed interest for the project but have learned their schedules are completely full this year and cannot meet the completion date. Libby has placed a call with Paul Bristol and drafted a press release and Attorney Porter and Director Horner to review.
 - ii. Phase II bidding schedule may be delayed further due to no bids on Phase I. Matt shared for Phase II, the team is working through Road Commission comments and getting easement and title work settled. Westport north has some deep sewer so will need to utilize lift stations to effectively manage the collection through varied topography. Anna shared Phase 2 is five contracts, and four out of five are 80-90 % designed and the remaining contract contains lift stations to be designed, so overall about 70% designed.

2023 Local Road PAR project with RCKC:

Director Horner shared an overview of the process. Ryan Minkus, County Engineer, talked through each estimate that was provided, the format of the estimates with routine maintenance (RCKC cost) vs road work (Twp cost), and the bidding process. Clarification was given to the overall budget which was \$500k from local road fund (millage) and PAR funds were \$286k for a total of \$786,000 in preventative maintenance for 2023. Ken asked about timing of road work with sewer projects and how are residents are responding to delays. Per policy, the Township is still not doing preventative maintenance of these roads so RCKC is doing minimum routine maintenance like pot hole filling.

Director's Update:

- a. KATS Technical Committee:
 - i. 2020 Census data is now in which is relevant for transportation planning as it sets the urbanized boundary and smaller rural areas and distributed amongst these groups.
 - ii. County planning announced due to federal changes, instead of just solid waste management, they will now be materials management. This will require going through a master plan process again.
 - iii. Metro Transit gave a robust presentation of their new operational analysis just completed over 2–3-year period with consultant, looking at different routes and are planning to test and implement. A big change for Oshtemo is that the bus loop at Township Hall and library may become part of a

micro transit, like Uber or Lyft. Metro would run for a small fee and could also do ride shares for people at nearby locations. Due to plan and testing, could be a slow implementation.

- b. 2023 Capital Projects:
 - i. Big Rock Drive Water Main – still planned for 2023; was bid and the City purchased materials last year. Previously working with KLA group and expecting construction about July or August.
 - ii. Sidewalk projects planned. One is NW corner of 11th and Stadium, connecting to Powderhorn, and another project is Western Woods.
 - iii. Parkview – Condemnation in process for shared use path; the RCKC is moving forward with road project and have the design completed which includes accommodating the path as much as allows with secured easements at the time of construction.
- c. KL Avenue Path Phase I – from Drake Road to Concord apartments, or to east side of US 131. Meeting with consultant regularly about right-of-way offers. The design is about 90% complete and just need final touches for MDOT bidding process; still planning to be done in 2023. Ken asked if there was any progress on Drake Rd crossing with Amtrak and that section from KL to Costco area? Anna confirmed not much progress there. Budgeted for 2023 to update topographic survey to actively pursue the right-of-way again and have an MDOT agent on board.
- d. Water Surcharge Reduction:
- e. Last Board meeting received approval for reducing water surcharge from 4% to 2.5% due to our new water surcharge agreement between townships and City. There are some added efficiencies in our process, so the recommendation from budgeting this year was that the surcharge could still cover our operations and be reduced and similar for water connection fee.
- f. UPC update (Libby)
 - i. The Utility Policy Committee (UPC) was created from the water contract between the City accounts and the townships and is focused on the water side at this time; the wastewater contract is under negotiation that started in 2022. At the last meeting, they met with the newly hired rate consultant, so went with Stantec. There have been growing pains but is running well and meet monthly to keep things moving.
 - ii. Per Anna's mention at the last CIC meeting, they discussed an equity benefit fee, so there's talk of standardizing a connection fee for residents, who would pay the same rate if located either in the city or townships.

2023 Meeting Dates (Enclosure):

In the Outlook invite, all meeting dates appear, tentatively monthly as needed.

Member Comments & Information Items:

Ryan Minkus noted there was discussion at the November Township Board meeting about Parkview and some shifts of the roundabout and costs to the township, want to see if there were questions related to this, that Ryan could answer because it sounded like from what was in the recording, there were questions related to Road Commission involvement.

Ken was attending from Lansing, and offered if anyone needs him to swing by a State Rep office to talk to any Congress people just let him know and he will swing by and have a chat with them. Libby conveyed appreciation.

Adjourned:

Meeting adjourned approximately 2 p.m. ET.



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Meeting Agenda

1. Welcome/Call to Order/Introductions
2. Summary of November 15, 2022 Meeting
3. USDA Neighborhood Expansion Project update
 - a. Phase I bid opening January 17 at 11 AM
 - b. Phase II design schedule
4. 2023 Local Road PAR projects with RCKC
5. Director's Update
 - a. KATS Technical Committee
 - b. 2023 Capital Projects
 - c. Water Surcharge reduction
 - d. UPC update
6. 2023 Meeting Dates (Enclosure)
7. Member Comments & Information Items