



## CHARTER TOWNSHIP OF TEXAS BOARD MEETING, MARCH 27, 2023

### COMMITTEE OF THE WHOLE:

Supervisor Loeks commenced the Committee of the Whole at 5:00 p.m. The following board members were present: Trustee Don Boven, Trustee Linda Kerr, Trustee Michelle O'Neill, Treasurer Trish Roberts, Supervisor Nick Loeks, and Clerk Emily Beutel. Also attending were Superintendent Erik Wilson, Deputy Superintendent Brooke Hovenkamp, and Fire Chief Chad Tackett. Trustee Barbara Hammon joined the meeting at 5:15 p.m.

#### Texas Drive Park WiFi

Deputy Superintendent Hovenkamp has been in contact with Comcast and MetroNet about installing public WiFi at the Texas Drive Park, which has been a goal of the Parks & Trails Committee. It would also allow staff to review security camera footage remotely. However, the monthly fee estimates for both providers would far exceed the \$2,000 budgeted for 2023. Board members discussed and would like to prioritize an option for the security cameras that is more cost-effective.

#### Development Incentives Related to Q Corners LLC Project

At its March 23 meeting, the DDA discussed a request from representatives from the Q Corners LLC Project for development incentives. The proposal would work with the Land Bank and Brownfield Redevelopment Authority and allow the developer to capture tax revenue over a specified period of time. Those funds could then be spent on infrastructure for the project. The Senate recently passed a bill that would also allow housing as part of brownfield redevelopment, which could benefit this project if the bill is approved by the House. Board members discussed the request and how it would impact the CBD, as well as DDA revenue.

#### Review Bid Specs for Fire Department Renovation

Board members reviewed the design of the Fire Department Renovation for the existing Township Hall, which addresses site drainage concerns and provides additional office space and a functional training room for the Fire Department. Additionally, the lower level can be used as an additional meeting room or precinct space and will provide storage for the farmers market. There was discussion about the water issues and how they'll be addressed, as well as the proposed demolition of the existing office portion of the site.

Due to time constraints, the Board tabled the Public Safety Committee discussion to a future Committee of the Whole.

Committee of the Whole adjourned at approximately 5:53 p.m.

### CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Supervisor Loeks called the meeting to order at 6:00 p.m. and asked everyone to join Trustee O'Neill in the Pledge of Allegiance.

### ROLL CALL

Clerk Beutel called the roll, and the following board members were present: Trustee Don Boven, Trustee Barbara Hammon, Trustee Linda Kerr, Trustee Michelle O'Neill, Treasurer Trish Roberts, Supervisor Nick Loeks, and Clerk Emily Beutel. Also attending were Superintendent Erik Wilson, Deputy Superintendent Brooke Hovenkamp, Fire Chief Chad Tackett, Zoning Administrator John Lovely, and approximately eight members of the public.

### PUBLIC COMMENTS ON AGENDA AND NON-AGENDA ITEMS

Shawn Paradine, resident, recently moved to Texas Township from Portage and found out she would have to connect to sewer after purchasing her home. She stated the cost estimate for her home to connect was \$60,000, which is a financial burden for her. Her septic system is working well. She asked the Board to listen to resident concerns and lift the mandate or consider a waiver or exemption.

John Brack, resident, said his septic system is working well and will continue to do so. Connecting will be costly for his household and others.

Becky Pollack, resident, stated that her home's discharge outlet is 208 feet from the sewer, though the front wall of her home is less than 200 feet. She stated her connection cost is estimated at \$20,000,



plus quarterly sewer usage fees. She stated that septic systems are safe for drinking water and public health. She asked the Board to change their minds on this. She does not want to connect.

### **PRESENTATION/PUBLIC HEARINGS/COUNTY COMMISSIONER**

Kalamazoo County Commissioner Wendy Mazer welcomed Superintendent Erik Wilson. She said the Commission had a very exciting meeting and is working toward a privately funded event center downtown, which has been in process for many years.

### **SUPERINTENDENT REPORT**

Superintendent Wilson shared the Superintendent Report, which highlighted the following items during his first week at the Township:

#### *Administration*

- Kalamazoo Landscape Supply collected 895.75 yards of brush during the ice storm cleanup collection service.
- Several large potholes in the Township Hall and Texas Drive Park parking lots have gotten significantly worse and are in need of maintenance.

#### *Personnel*

- Staff are currently prioritizing the part-time maintenance position in hopes of hiring before park rental season begins.

#### *Parks*

- GameTime will begin installing the new swing set at Texas Drive Park in mid-April.

#### *Township Hall Project*

- Staff met with PAE for updates on construction, which is running slightly behind schedule. They are working to resolve the open issue of the Q Avenue left turn lane. They also reviewed the proposed schedule for the Fire Department renovation, which is slated to begin construction in mid-November.

### **ADOPTION OF MEETING AGENDA**

Supervisor Loeks asked to remove Item 10E - Bid Specs for Fire Department & 7110 W Q Ave Facility Improvements to discuss at a future meeting when an updated cost estimate was available.

Motion by Hammon, seconded by Boven, motion carried, to adopt the meeting agenda as amended.

### **APPROVAL OF GENERAL CONSENT AGENDA**

Motion by Kerr, seconded by Hammon, motion carried, to approve the General Consent Agenda as presented, consisting of:

- Approval of March 13, 2023 Regular Meeting Minutes
- Approval of Bills for \$805,955.76
- Payroll of \$63,026.35
- Strategic Plan Update
- Fire Department Turn Out Gear Purchase
- Local Road Contract Amendment

### **BUSINESS**

#### *Tabled*

There was none.

#### *New*

Resolution #23-05 Second Reading & Adoption of Ordinance #370 to Amend the Clearzoning Ordinance and General Ordinance

Zoning Administrator John Lovely reviewed Ordinance #370 which amends the Corners Business District (CBD) ordinance, sign ordinance, and other miscellaneous ordinances. The Board had some



discussion of administrative approval of minor site plan amendments and what amendments were included.

Motion by Kerr, seconded by Boven, motion carried, to adopt Resolution #23-05, which adopts Ordinance No. 370, and directs the Township Clerk to publish the final notice of posting.

Roll Call Vote: Ayes – Beutel, Boven, Hammon, Kerr, Loeks, O’Neill, and Roberts. Nays – none. Absent – none.

#### 6<sup>th</sup> Street Restroom Design RFP

Deputy Superintendent Hovenkamp presented a revised RFP for the 6<sup>th</sup> Street Restroom design which reflects the changes the board discussed at the February 27 Committee of the Whole and streamlines proposal requirements to encourage a higher response rate. As the septic design was previously a concern, Board members asked to add “including septic field” to the Scope of Work and specifying that the “proposed septic field design shall not conflict with layouts shown in the approved Park Master Plan” in terms of location.

Motion by O’Neill, seconded by Kerr, motion carried, to approve the amended RFP for the design of the 6th Street Park restroom facility with the addition of the language for the added septic field and authorize administration to post and distribute.

#### DDA Member Appointment

Supervisor Loeks stated that two applications were submitted for the DDA vacancy previously held by Natalie Fuller of The Cheese Lady who recently resigned as she sold her business. He recommended the Board support the DDA’s recommendation to appoint Paul Carlson to the vacancy.

Motion by Beutel, seconded by Hammon, motion carried, to appoint Paul Carlson to the Downtown Development Authority with a term expiring on April 30, 2026.

#### SCBA Fill Station and Compressor Purchase

Fire Chief Tackett stated that a Self-Contained Breathing Apparatus (SCBA) Cylinder Fill Station and Compressor has been on the CIP for many years, and he requested authorization to move forward with the purchase at this time. Currently, the Fire Department takes its cylinders to Portage, Oshtemo, or Mattawan to fill them. Municipal Emergency Services (MES) has a contract with FireRescue GPO/Sourcewell, which allows purchasing the capital equipment under a group purchasing contract instead of going through the RFP/bidding process.

Motion by Boven, seconded by O’Neill, motion carried, to approve the purchase of the RevolveAir SCBA Fill Station and Compressor, not to exceed \$80,000 using Group Purchasing.

### **ZONING / BOARD / COMMITTEE REPORTS / RECOMMENDATIONS**

#### Fire Department Report

Chief Tackett shared the Fire Department report for February 2023, during which staff was very busy due to the ice storm. They responded to 140 incidents, 47 of which were EMS and 93 for Fire and other responses. They provided significant mutual aid as well, especially to Oshtemo, Kalamazoo, and Portage. He shared that the department’s Strategic Plan will start on April 12 with a public engagement component, and ESCI will be onsite April 13 and 14 to work with staff. He also stated that Life EMS is doing a good job with ambulance coverage during the transition, but he still plans to schedule three staff on duty at all times through mid-April while he’s waiting to receive an updated contract.

### **BRIEF PUBLIC COMMENTS ON NON-AGENDA ITEMS**

Shawn Paradine, resident, said her connection cost is higher because of the number of trees on her property and the amount of piping required. She asked when the Board would be discussing waivers or exemptions.

Wendy Mazer, resident, thanked the Board for its work on the new Township Hall and is excited to see the progress.

### **ATTORNEY’S REPORT**



Attorney Homier had nothing to report.

**BOARD MEMBER COMMENTS**

Treasurer Roberts stated the Treasurer’s Department completed its distributions last week. To answer questions regarding sewer connections, she said the Board will be discussing exemption or waiver criteria at the April or May Committee of the Whole.

Trustee Hammon welcomed Superintendent Wilson.

Clerk Beutel stated that ballots were beginning to go out for the May 2 Special Election for a KRESA millage renewal for Kalamazoo, Portage and Schoolcraft schools.

Trustee Boven thanked the Fire Department for its response during the ice storm. He also asked about the condition of 5<sup>th</sup> Street and when it would be prepared.

Supervisor Loeks shared the Road Commission is hosting a Lunch & Learn on April 27 and invited trustees to attend.

**ADJOURNMENT**

Motion by Boven, seconded by Hammon, motion carried, to adjourn the meeting. The meeting adjourned at approximately 6:52 p.m.

**SUBMITTED:** April 5, 2023

Clerk Emily Beutel

Attested: Supervisor Nick Loeks

**APPROVED:** April 10, 2023, as submitted