



## CHARTER TOWNSHIP OF TEXAS BOARD MEETING, MAY 8, 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, Supervisor Nick Loeks, and Clerk Emily Beutel. Treasurer Trish Roberts was absent. Also attending were Superintendent Erik Wilson, Deputy Superintendent Brooke Hovenkamp, and Engineer Tom Wheat.

#### Long-Term Lake Level Project-Township Contribution Funding Source

Engineer Wheat gave an update on the long-term lake level project. The one project bid received was significantly higher than estimated, so both the Township's and special assessment district contributions are higher than initially budgeted. The Township has the option to pay the full amount up front to avoid paying interest. Board members discussed and opted to table a decision until Treasurer Roberts is present to advise on funding options.

#### Capital Improvement Plan (CIP) Structure

Superintendent Wilson and Deputy Superintendent Hovenkamp presented the Board with a draft Major Project Funding Spread including proposed projects and their funding sources. Also presented was a draft CIP structure revision to improve process and timeline for CIP project submissions. Board members reviewed the revisions and process and will adopt changes at a future meeting.

Due to time constraints, Board members asked to review Code Enforcement at a future meeting.

The Committee of the Whole adjourned at approximately 5:57 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 Boven 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, Supervisor Nick Loeks, and Clerk Emily Beutel. Treasurer Trish Roberts was absent. Also attending were Superintendent Erik Wilson, Deputy Superintendent Brooke Hovenkamp, Zoning Administrator John Lovely, and approximately nine members of the public.

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

John Brack, resident, opposed the mandatory sewer connection mandate and asked the Board to lift the mandate.

Paulette Brack, resident, also opposed the mandatory sewer connection ordinance. She asked the Board to consider a hardship exemption and told the Board to reverse the mandate.

Dave Palowski, Road Commission of Kalamazoo County (RCKC), thanked Township Board members who attended the Lunch & Learn event.

Marcia Smell, resident, received her estimate to connect to the sewer and stated it is a financial hardship for her.

### PRESENTATION/PUBLIC HEARINGS/COUNTY COMMISSIONER

#### March Board of Review Report

Assessor Claudia Stirton shared the 2023 March Board of Review, stating there were more appeals than usual this year due to the 5% increase on the taxable value. She also shared a graph showing the growth of taxable value in Texas Township, which has been steady since 2012, with the assessed value increasing 74% over 10 years.

#### Planning Department Report

Zoning Administrator John Lovely gave an update on activity in the planning and zoning department for April 2023 including upcoming and active development projects, progress on ordinance updates, and recent ordinance enforcement action.



**SUPERINTENDENT REPORT**

Superintendent Wilson shared the Superintendent Report and highlighted the following activities:

*Parks*

- Timed locks have been installed at the Texas Drive Park and Farmers’ Market Pocket Park
- Soccer nets and goal posts have been installed at the 6<sup>th</sup> street Park.

*Office Staff*

- An employee survey was sent to all full and part-time employees with a completion deadline of Thursday, May 18.

*Fire Department Renovation Project*

- Analytical Testing and Consulting Services was onsite to conduct the asbestos survey on Friday, May 5. Results will be shared when available.

*Splash Pad*

- The inner circle of the splash pad has been poured.
- A water sample was taken April 27, and staff are waiting for those results.

*Township Hall Project*

- Supervisor Loeks and Superintendent Wilson met with officials from RCKC to discuss options related to the left-hand turn lane.

*Lake Level Project*

- The Drain Office is hosting Public Hearing at the Township on May 17, 2023 at 10:00 a.m. to review the special assessment roll and proposed project and costs. Impacted residents on Crooked and Eagle Lakes were notified by mail, and the letter is included in the packet.

**ADOPTION OF MEETING AGENDA**

Motion by Beutel, seconded by O’Neill motion carried, to adopt the meeting agenda as presented.

**APPROVAL OF GENERAL CONSENT AGENDA**

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

- Approval of April 24, 2023 Regular Meeting Minutes
- Approval of Bills for \$255,605.85
- Payroll of \$74,307.82 and Election Payroll of \$4,040.00
- New Township Hall Project-Change Order #08
- Correspondence: Crooked & Eagle Lakes – Lake Level District Notice and information for residents; 2023 1Q HHW Reporter

**BUSINESS**

*Tabled*

*New*

Resolution #23-04 – Assessing Reform Policy

Assessor Stirton explained that to comply with PA 660 of 12/28/2018 and State Tax Commission guidelines, the Township Board is required to publish a policy where the Assessor is reasonably accessible to taxpayers. Resolution #23-04 establishes that policy, listing the assessor’s office hours and when and how she can be reached for inquiries and disputes.

Motion by O’Neill, seconded by Kerr, motion carried, to approve Resolution #23-04, the assessor’s policy required by Public Act 660/2018 Property Assessing Reform

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

Proposal for Fire Department Garage Door Repair

While responding to a call in February, one of the garage doors in the large bay of the Fire Department malfunctioned, damaging both the door and the apparatus. An insurance claim was made to



repair the damages from that incident. Fire Chief Tackett requested to upgrade motors and sensors in the other bay doors, which are of the same age and need to be replaced to prevent a similar incident in the future.

Motion by Boven, seconded by Hammon, to approve the replacement of the garage door motors for the Fire Department not to exceed \$6,000.

Accept Resignation of Chad Kerwin from the DDA

Supervisor Loeks stated that Chad Kerwin submitted his letter of resignation from the Downtown Development Authority (DDA). He has been a longstanding member of the DDA, and the Board expressed gratitude for his contributions.

Motion by Hammon, seconded by Beutel, to accept the resignation of Chad Kerwin from the Downtown Development Authority, with regrets.

Consider Appointment of Steve Bosch to the DDA

Motion by Boven, seconded by Kerr, to appoint Steve Bosch to the Downtown Development Authority with a term expiring on April 30, 2026.

Review Draft Job Description for Full-Time Building, Grounds & Maintenance Worker

Superintendent Wilson presented a draft job description to the Board proposing the building, grounds and maintenance position be full-time. There was discussion on qualifications, compensation, and seasonal work. Board members asked to include the need for flexible hours, including the ability to work nights and weekends, in the job description before posting as soon as possible.

Motion by Boven, seconded by Hammon, to approve the enclosed job description, as amended, for a full-time Buildings and Grounds Worker and authorize staff to advertise for the position at a pay range of \$25-\$30 per hour.

SPARK Grant Funding Opportunity

Deputy Superintendent Hovenkamp asked the Board for direction on future SPARK Grant submittals, as the request for 6<sup>th</sup> Street Park Phase II Development submitted in Round 1 of funding scored in the lowest tier with 56/100 points. The Board discussed modifying the application to resubmit but was not confident that another submittal would score well enough to secure SPARK Grant funding. The project was also submitted for consideration of State Enhancement funding, and results of that request should be available in October.

The Board agreed not to move forward with another SPARK Grant submittal.

2023 Sanitary Sewer Cleaning and Televising

Supervisor Wilson explained that in 2020, Kalamazoo Township selected Taplin Group LLC as its bidder for cleaning and CCTV of their sewer lines. That contract allowed for yearly extensions as well as for additional municipalities to be included at the same unit price, which Texas Township has done. Taplin provided updated pricing to adjust for inflation and fueling costs, and Prein & Newhof recommends that the Board consider extending the current contract with an estimated cost of \$65,000 in 2023.

Motion by O'Neill, seconded by Beutel, to authorize the contract extension with Taplin Group of Kalamazoo to conduct sewer line inspection and cleaning not to exceed and authorize Superintendent Wilson to sign the contract.

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

There were none.

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

There were none.

**ATTORNEY'S REPORT**

There was no attorney present.



**BOARD MEMBER COMMENTS**

Trustee O'Neill stated that residents could consider alternative ways to connect to sewer, as there are other options that would not impact existing landscaping.

Clerk Beutel recapped the results of the May 2 Special Election, which approved a KRESA millage renewal. There was a 17.5% voter turnout for precincts 3, 4 and 5, with only 1.5% voting in the polls on election day.

Trustee Boven expressed that he disagrees with the Eagle Lake legal lake level and feels it was set too high, as he stated some properties are still dealing with elevated water levels.

Trustee Kerr shared that the Farmers Market kicks off Saturday, May 13 and encouraged Board members and residents to attend. She also asked about the results of the water test for the splash pad and feels strongly that the Township should use the improved sealant to protect it.

Supervisor Loeks shared that legislation has been introduced to the House and Senate to establish septic standards and require inspections every five years. If passed, Michigan would become the final state to create uniform standards governing the design, construction, installation, and maintenance of septic systems.

**ADJOURNMENT**

Motion by Boven, seconded by Hammon, motion carried, to adjourn the meeting. The meeting adjourned at approximately 7:08 p.m.

**SUBMITTED:** May 16, 2023  
Clerk Emily Beutel  
Attested: Supervisor Nick Loeks

**APPROVED:** May 22, 2023, as submitted