



## CHARTER TOWNSHIP OF TEXAS BOARD MEETING, June 12, 2023

### CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Supervisor Loeks called the meeting to order at 6:00 p.m. and asked everyone to join Clerk Beutel 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, Treasurer Trish Roberts, and Clerk Emily Beutel. Also attending were Superintendent Erik Wilson, Deputy Superintendent Brooke Hovenkamp, Deputy Treasurer Emily Meinema, Engineer Tom Wheat, Fire Chief Chad Tackett, and approximately 10 members of the public.

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

Paulette Brack, resident, opposed the mandatory sewer connection ordinance.

Barbara Pearl, resident, asked for more information about waiver and exemption criteria for the sewer connection ordinance.

John Brack, resident, opposed the mandatory sewer connection ordinance.

Ryan **Fedore, resident**, opposed the mandatory sewer connection ordinance.

Tom Burns, resident, asked for more leniency in waivers, exemptions, or extensions for those who have to connect to the sewer.

### PRESENTATION / PUBLIC HEARINGS / COUNTY COMMISSIONER

#### Planning Department Report

Zoning Administrator Lovely was absent, but the Board reviewed his planning department report.

### SUPERINTENDENT REPORT

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

- He met with several residents on R Avenue and the RCKC regarding tree removal on a Natural Beauty Road.
- He has been in correspondence with 911 Dispatch and Kalamazoo County Sheriff's Department trying to upgrade reporting deliverables to the Township, specifically trend information.
- MLive recently featured an article identifying Texas Township as one of the fastest growing communities in the region.
- At the Texas Drive Park, striping of the parking lots and crosswalks is complete, and the Splash Pad project is progressing well and nearing completion.
- Kalamazoo County Parks and Recreation is hosting an open house on Thursday, June 22, from 4:30-6:30 p.m. at the Kalamazoo County Expo Center for the Woollam Preserve Master Plan Public Input Workshop.

### ADOPTION OF MEETING AGENDA

Supervisor Loeks asked to remove Items 10E - Signage Proposal for Maple Hill Splash Pad and 10G – Resolution #23-06 - First Reading and Introduction of Ordinance #371 to be discussed on a future agenda.

Motion by O'Neill, seconded by Boven motion carried, to adopt the meeting agenda, as modified.

### APPROVAL OF GENERAL CONSENT AGENDA

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

- Approval of May 22, 2023 Regular Meeting Minutes
- Approval of Bills for \$868,637.52
- Payroll of \$60,356.61



- Financial Reports: April 2023 Cash By Bank & Fund
- Fire Department Garage Door Repair Additional Cost
- MOU – Kalamazoo Public Art Commission PixelStix Project
- Correspondence: Letter from Resident RE: Traffic on 6<sup>th</sup> Street

## **BUSINESS**

### ***Tabled***

There was no tabled business.

### ***New***

#### Road Commission of Kalamazoo County (RCKC) Q Avenue Left Turn Lane Agreement

Superintendent Wilson presented the Q Avenue Left Turn Lane Agreement with RCKC related to the new Township Hall project. The RCKC proposed a delayed payment agreement in which the Township would be reimbursed for the cost of construction, paying the RCKC back in three equal installments due by April 1 of each year. Full payment is due when both the undeveloped parcel to the west and southern undeveloped portion of the Township's parcel are approved for development, or at the end of three years, whichever is first. The RCKC Board has already approved this project. The project cost is \$236,702.70 and included in Change Order #09.

Motion by Boven, seconded by Kerr, motion carried, to approve the delayed payment road contract with the RCKC related to the Q Avenue Left Turn Lane and authorize Supervisor Loeks to sign the contract.

#### New Township Hall – Change Order #09

Motion by Kerr, seconded by Beutel, motion carried, to approve Change Order #09 and authorize Supervisor Loeks to sign.

#### MI Fire Equipment Grant Application

Fire Chief Tackett stated that this is a new grant program this year, and the Fire Department is eligible for \$10,000 in funds for eligible purchases made after August 1, 2022, which could include reimbursement for items already purchased or to purchase new items. He plans to use it for reimbursement of turnout gear.

Motion by Roberts, seconded by Boven, motion carried, to approve the Fire Department to apply for the Michigan Fire Equipment Grant.

#### Accept Resignation of POC Firefighter/EO Aaron St. Clair

Motion by Loeks, seconded by Hammon, motion carried, to approve the resignation of Aaron St. Clair from his position of POC Firefighter/EO for the Texas Township Fire Department.

#### Authorize Hiring of F/T Building and Grounds Maintenance Worker

Superintendent Wilson stated 41 applications were received, four individuals were interviewed, and the Committee has narrowed the selection down to two candidates.

Motion by O'Neill, seconded by Boven, motion carried, to authorize Superintendent Wilson to extend an offer of employment to the selected finalist for the Building Grounds and Maintenance Worker position and authorize him to negotiate a compensation package within the approved pay range, all contingent upon successful background check.

#### Review RFP for IT Managed Services and Server Replacement

Deputy Superintendent Hovenkamp presented a draft RFP for replacement of the Township server, purchase of networking equipment needed for the new Township Hall, and for provision of managed IT services with the intent of consolidating services under a single provider.

Motion by Beutel, seconded by Hammon, motion carried, to approve the RFP for IT Managed Services and authorize administration to post.



### Fiber Connectivity Quotes

Deputy Superintendent Hovenkamp shared quotes from Metronet and Q3 Technologies to connect the existing facility and the new Township Hall via a managed EPL (ethernet private line) or installation of a private fiber line, respectively. Board members discussed the immediate and long-term costs, as well as associated risks, with each option.

Motion by Kerr, seconded by Beutel, motion carried, to approve the quote from Q3 Technologies for private fiber line installation and authorize PAE to move forward with a change order.

### Fiber Internet Proposal for New Township Hall

Deputy Superintendent Hovenkamp has been working with Metronet on a proposal for fiber internet at the new Township Hall that will best meet staff's needs. The Township currently uses Metronet for fiber internet at its existing location and is under contract until July 2024.

Motion by Hammon, seconded by Beutel, motion carried, to approve the quote from Metronet for fiber internet at the new Township Hall and authorize Superintendent Erik Wilson to sign the five-year agreement.

### Long-Term Flood Mitigation Project Contribution

Superintendent Wilson stated the Township is responsible for 10% of the level lake level district project by the Drain Office, which is \$530,000. He is waiting for clarification on how previous Township expenditures would be accounted for. Board members discussed funding this contribution through the General Fund.

Motion by Loeks, seconded by Hammon, motion carried, to contribute \$530,000 towards the Normal Lake Level District Project by the Drain Office, subject to applicable deductions and/or reimbursements.

### Accept Resignation of Dr. Mark Kerschner from the Public Safety Committee

Dr. Mark Kerschner has served on the Public Safety Committee since 2012 but is moving outside of the Township and will no longer be eligible to participate.

Motion by Roberts, seconded by Boven, motion carried, to accept the resignation of Dr. Mark Kerschner from the Public Safety Committee with regrets and to thank him for his years of service.

### Sewer Waiver/Exemption Criteria

Treasurer Roberts and Deputy Treasurer Meinema shared the revisions to the sewer waiver and exemption criteria that the Board discussed at the May 22 Board meeting. They presented projected revenue and expenditures for the sewer fund, estimated amortization schedules, amended criteria for deferments, and a draft Application for Waiver or Deferment of Sewer Connection

Board members discussed the criteria and form and requested to add soil review by the Township engineer, as the life of a septic system can vary depending on soil type. They also discussed capping the financing of infrastructure costs at an amount at up to \$15,000 over 15 years with the interest capped at 5.5%. Properties not eligible for waivers or deferments unless excluded under the original ordinance would include improved riparian parcels, non-riparian parcels within 1/8 mile (660 feet) from ordinary water elevation to nearest position of existing structure originating sanitary sewage, private septic systems that were installed 25 years ago or longer, and parcels located in Wellhead Protection Zone.

Treasurer Roberts will give information to Attorney Homier with the intent to be formally presented for approval at the June 26, 2023 Board meeting.

### Maple Hill Splash Pad Concrete Sealing

Superintendent Wilson asked for direction from the Board on whether or not to proceed with sealing the splash pad to prevent rust staining. Board members requested a sketch of area of the portion of the splash pad to be sealed and for Superintendent Wilson to investigate a credit for the initial sealing cost.

Motion by O'Neill, seconded by Kerr, motion carried, to approve applying the Baracade Silane sealant to the wet zone of the Maple Hill Splash Pad, up to \$5,000, and direct Superintendent Wilson to seek a formal quote and credit for the initial bid item for concrete sealing.



Make-A-Wish Bicycle Tour – Break Stop Request

Deputy Superintendent Hovenkamp presented a request by the Make-A-Wish foundation to utilize the Texas Drive Park as part of its 36th Annual Wish-a-Mile Bicycle Tour taking place from July 28-30th across southwest Michigan. Board members discussed appropriate fees to charge for the rental of the park for the event.

Motion by Beutel, seconded by Kerr, motion carried, to approve the request from Make-a-Wish to utilize Texas Drive Park as a break stop for the Make-a-Wish Bicycle Tour, to waive the Temporary Use Application Fee, and to charge \$115 for rental fees.

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

There were none.

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

Paulette Brack, resident, shared feedback from another resident who had a negative experience with connecting to the sewer connection.

**ATTORNEY’S REPORT**

There was no attorney present.

**BOARD MEMBER COMMENTS**

Treasurer Roberts said her office is getting ready for summer tax bills, which will be mailed by July 1.

Trustee O’Neill shared that residents in the Applegate and Rudgate neighborhoods have been experiencing attempted theft of unlocked vehicles. She encouraged residents to lock their cars and keep valuables out of site.

Trustee Hammon thanked Treasurer Roberts and Deputy Treasurer Meinema for their work on the sewer connection waiver and exemption criteria.

Clerk Beutel stated her office was preparing for many changes in elections following the passage of Proposal 2022-2, especially with the implementation of early voting.

Trustee Boven expressed frustration at reports that people on Eagle Lake were intentionally causing harm to baby swans and ducks.

Trustee Kerr thanked Superintendent Wilson for arranging to have the Farmers Market pavilion floor power-washed.

Supervisor Loeks congratulated John Lovely and his wife on their new baby. He also invited Board members to tour the new Township Hall before COTW on June 26.

**ADJOURNMENT**

Motion by Boven, seconded by Beutel, motion carried, to adjourn the meeting. The meeting adjourned at approximately 8:17 p.m.

**SUBMITTED:** June 21, 2023

Clerk Emily Beutel

Attested: Supervisor Nick Loeks

**APPROVED:** June 26, 2023, as corrected