



1720 Riverview Drive  
Kalamazoo, Michigan 49004  
Tele: (269) 381-8080  
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www.ktwp.org

**Board of Trustees Work Session Meeting  
Monday, June 12, 2023  
5:30 P.M.**

The Board of Trustees of the *Charter Township of Kalamazoo* will meet in a "Work Group Meeting" to be held at **5:30 p.m., on Monday, June 12, 2023**, at the **Kalamazoo Township Hall** to discuss the below-listed items and any other business that may legally come before the Board of Trustees of the *Charter Township of Kalamazoo*.

**Join Zoom Meeting**

<https://us02web.zoom.us/j/83237017855?pwd=K3FRVVK4WTF4MUxQQnRuaytRSzRsQT09>

**Meeting ID:** 832 3701 7855

**Passcode:** 686093

<https://us02web.zoom.us/j/83237017855?pwd=K3FRVVK4WTF4MUxQQnRuaytRSzRsQT09>

**Meeting ID:** 832 3701 7855

**Passcode:** 686093

- A. Discussion on Fire Department Employee Wage and Benefit.
- B. Discussion on Building Safety
- C. Presentation on Kalamazoo Township Scanning Documents Project
- D. Presentation on the 2022 Audit
- E. Discussion regarding items on the Regular Agenda
- F. Public comment

Posted: June 9, 2022

*Don Martin*  
Kalamazoo Township Supervisor



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**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO: 9A 06122023**

FOR MEETING DATE: 06/12/2023

SUBJECT: Fire Department Employee Wage and Benefit Approval

REQUESTING DEPARTMENT: Fire Department and PAC

SUGGESTED MOTION: Authorize the PAC recommendations for salary, retirement, retiree-healthcare, and vacation/sick leave proposals for the Fire Department.

Financing Cost: \$22.088 per year for all authorized positions when at top of scale

Source:        General Fund \_\_\_\_\_ Grant \_\_\_\_\_ Other \_\_\_\_\_

Are these funds currently budgeted? Yes X        No \_\_\_\_\_

Other comments or notes: See attached memo.

Submitted by: Jairus Baird, Fire Chief

Recommendation:

Direction: In order for an item to be included in the agenda this form must be completed and signed by the department head, committee chairperson, etc. requesting board action. This form is to be complete and accompany any and all requests submitted to the Kalamazoo Township Board of Trustees for official action. It indicates that the item has received proper administrative consideration prior to its presentation to the Board. The completed form and supporting documentation must be received in the Manager's office NO LATER THAN NOON THE THURSDAY PRECEDING THE NEXT REGULAR BOARD MEETING. Any request presented without this form or after the deadline will be considered incomplete and returned for resubmission.

The mission of Kalamazoo Township is to provide government services that promote a safe, healthy, accessible, and economically viable community to live, work, learn and play.



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**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO:** \_\_\_\_\_

FOR MEETING DATE: Monday, June 12, 2023

SUBJECT: Building Discussion

REQUESTING DEPARTMENT: Police Department

SUGGESTED MOTION:  
N/A

Financing Cost: \_\_\_\_\_

Source:      General Fund \_\_\_\_\_ Grant \_\_\_\_\_ Other \_\_\_\_\_

Are these funds currently budgeted? Yes \_\_\_\_\_ No \_\_\_\_\_

Other comments or notes:

Submitted by: Bryan N. Ergang, Chief of Police

Manager's Recommendation:

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**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO: 9E 06122023**

FOR MEETING DATE: 06/12/2023

SUBJECT: Kalamazoo Township Document Scanning Project

REQUESTING DEPARTMENT: Clerk's Department

SUGGESTED MOTION: To approve the Kalamazoo Township document scanning project, which consists of: purchasing necessary hardware, software, and training. Additionally, hiring 4 temporary part-time positions to digitize approximately 500 boxes of township documents currently in off-site storage.

Financing Cost: Not to exceed \$250,000

Source: General Fund \_\_\_\_\_ Grant \_\_\_\_\_ Other ARPA

Are these funds currently budgeted? Yes \_\_\_\_\_ No X

Submitted by: Clerk Moaiery and Supervisor Martin

**Recommendation:**

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**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO:**

FOR MEETING DATE: 06/12/2023

SUBJECT: Kalamazoo Township Audit Presentation

REQUESTING DEPARTMENT: \_\_\_\_\_

SUGGESTED MOTION

.

Financing Cost: \_\_\_\_\_

Source:      General Fund \_\_\_\_\_ Grant \_\_\_\_\_ Other \_\_\_\_\_

Are these funds currently budgeted? Yes \_\_\_\_\_ No \_\_\_\_\_

Submitted by: \_\_\_\_\_

Recommendation:

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