



1401 W. Herbison Road, DeWitt, MI 48820
February 8, 2021 Board of Trustees Meeting Minutes

The Regular Meeting of the DeWitt Charter Township Board of Trustees was called to order by Supervisor Galardi at 7:01 PM with the Pledge of Allegiance.

MEMBERS PRESENT Supervisor Rick Galardi (DeWitt Twp, MI), Clerk Adam Cramton (Glen Arbor, MI), (call-in only) Treasurer Sandy Stump (DeWitt Twp, MI), and Trustees David Seeger (DeWitt Twp, MI), Brian Ross (DeWitt Twp, MI), David Fedewa (DeWitt Twp, MI), and Steven Smith (DeWitt Twp, MI).

MEMBERS ABSENT None.

ALSO PRESENT Fire Chief Dave DeKorte, Police Chief Mike Gute, Manager Andrew Dymczyk, and (call-in only) Community Development Director Brett Wittenberg.

AGENDA **Seeger moved, Smith seconded, to approve the Agenda.**

AYES: Seeger, Ross, Fedewa, Smith, Stump, Cramton, Galardi.

NAYS: None.

ABSENT: None.

Motion carried.

CONSENT AGENDA **Ross moved, Fedewa seconded, to approve the Consent Agenda, which included the following: Board of Trustees Regular Meeting Draft Minutes, January 25, 2021; Board of Trustees and Planning Commission Joint Meeting Minutes, February 1, 2021; and 2020/2021 General Vouchers 72578-72613, Tax Vouchers 9195-9208.**

AYES: Seeger, Ross, Fedewa, Smith, Stump, Cramton, Galardi.

NAYS: None.

ABSENT: None.

Motion carried.

PUBLIC COMMENT There was no public comment.

Supervisor Galardi offered to meet with the new membership of the Planning Commission. He also offered to meet with Planning Commissioner Dale Dailey to discuss farmland preservation.

Trustee Seeger offered his support and expertise in the future discussion of farmland preservation.

PUBLIC HEARING None.

PRESENTATION None.

COUNTY COMMISSIONER REPORT None.

CORRESPONDENCE Correspondence included the following: DeWitt Township Police Department December 2020 Activity Report; DeWitt Township Police Department DOJ Use-of-Force Policy Certification Letter; Michigan Municipal Risk Management Authority Distribution; Michigan Municipal Risk Management Authority State Pool Distribution; and Consumers Energy Notice of Hearing.

UNFINISHED

BUSINESS

Second Reading

Rezoning 20-880003 –
Michael Ware Living
Trust

Michael Ware Living Trust is requesting to rezone approximately 22,000 Sq. Ft (0.51 Acres) from IL, Light Industrial to IH, Heavy Industry. The subject site is located at 2085 Glenn Road, Lansing, MI 48906 (Parcel #050-035-300-005-01), south of State Road, north of Coleman Road, east of Wood Road and west of S. US 127, in the southwest ¼ of Section 35 of DeWitt Charter Township.

A public hearing was conducted on the proposed rezoning request on December 7, 2020 in which the Planning Commission unanimously recommended approval. There was no public comment received.

The current use of Medical Marihuana Grower (registered caregiver) is a permitted use within the IL District. The applicant wishes to expand the business in the future to include the recreational marihuana use, should the Township adopt an Ordinance. The IH District would allow for the continuation of the current use of the Medical Marihuana Grower. Moreover, the applicant believes that the IH District would be appropriate for the provision of Recreational and Medical Marihuana use in the future and allow for their technological development of equipment related to growing operations.

Galardi moved, Cramton seconded, based on a unanimous recommendation from the Planning Commission, approve the second reading of rezoning request 20-880003, from Michael Ware Living Trust as legally described on the application materials and survey documents, from IL, Light Industrial to the IH, Heavy Industrial district based on the fact that the request is not in conflict with recommendations of the Comprehensive Development Plan and is consistent with the existing land use pattern in the immediate area.

AYES: Seeger, Ross, Fedewa, Smith, Stump, Cramton, Galardi.

NAYS: None.

ABSENT: None.

Motion carried.

NEW BUSINESS

Resolution R2021-01-
01 Board of Review
Protest by Letter

With the continuing COVID-19 Pandemic restricting gatherings, the Board of Review requires an alternate means of hearing public protest that typically is conducted in-person. MCL 211.30 (8) affords residents the opportunity to issue protest by letter. An adopted resolution of the Board of Trustees is required to implement this change.

Supervisor Galardi tasked Clerk Cramton and Manager Dymczyk with investigating the necessity of a Board of Review Protest policy to insure a timely response for residents.

Cramton moved, Stump seconded, to adopt Resolution 2021-01-01 Board of Review Protest by Letter to afford residents the opportunity to submit their Board of Review protest by letter, rather than in-person.

AYES: Seeger, Ross, Fedewa, Smith, Stump, Cramton, Galardi.

NAYS: None.

ABSENT: None.

Motion carried.

Personnel Policies and Procedures Manual Update

As the Township moves the permanent part time firefighters to full time status, it is recommended to update the Personnel Policies and Procedures Manual to reflect overtime thresholds for full time fire personnel. The current Personnel Policies and Procedures Manual does not address full time fire personnel and overtime thresholds.

The Fair Labor Standards Act (FLSA) for Employees of State and Local Governments, section 7(k) under the statutory provisions, outlines an overtime threshold of 212 hours worked over a 28-day period or, for purposes of department operations, 53 hours over standard work week (7-days). The update to the manual would account for full time personnel responding outside of their regular shifts as permitted by department standard operating guidelines. FLSA also allows for white-collar (administrative and executive) overtime threshold exemptions that are utilized by the Township.

Manager Dymczyk recommends adopting the updated Personnel Policies and Procedures Manual to reflect fire department changes to full time fire personnel and corresponding overtime thresholds.

Smith moved, Stump seconded, to adopt updated section 4 Payroll Practices of the Personnel Policies and Procedures Manual to reflect overtime thresholds pending legal review.

AYES: Seeger, Ross, Fedewa, Smith, Stump, Cramton, Galardi.

NAYS: None.

ABSENT: None.

Motion carried.

EXTENDED PUBLIC, STAFF, & BOARD COMMENTS

Fire Chief Dave DeKorte thanked the Board for their support in staffing the Department with full-time firefighters.

Police Chief Mike Gute notified the Board that he will be attending the Chief's Conference in Grand Rapids.

Manager Andrew Dymczyk provided updates on the following:

- Website analytics
- 102 Interceptor Phase 2 final costs

Trustee Ross informed the Board that the latest issue of the MTA magazine does not include an update on the three mining bills that were moving through legislature. He is requesting an update for the next Board meeting.

Trustee Fedewa provided an update on the first meeting of the Municipal Building South Committee. The committee is tasked with exploring the needs, wants, cost, and details associated with replacing Fire Station 1.

Treasurer Stump informed the Board that the Treasurer's Office is busy with tax payments.

Clerk Cramton thanked the Board, and everyone participating, for their patience as the Township continues to hold meetings remotely.

Planner, Salam Habhab, informed the Board that the Planning Department is working on initiatives to help local businesses restricted operations due to the pandemic. This could include temporary structures to increase seating.

Supervisor Galardi described the difficulties that some residents are having in contacting the Mid-Michigan District Health Department while signing-up to receive their COVID vaccinations. He has challenged County Officials, including County Commissioners, to investigate and make improvements.

ADJOURNMENT

Seeger moved, Ross seconded, to adjourn at 7:40 PM.

Motion voted and carried.

Respectfully submitted,

Adam Cramton, Clerk

Rick Galardi, Supervisor