



1401 W. Herbison Road, DeWitt, MI 48820
March 22, 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 7:00 PM with the Pledge of Allegiance.

MEMBERS PRESENT Supervisor Rick Galardi (Greenback, TN-C), Clerk Adam Cramton (DeWitt Twp, MI-I),
Location Treasurer Sandy Stump (DeWitt Twp, MI-I), and Trustees David Seeger (DeWitt Twp,
I=In-Person MI-I), Brian Ross (late, DeWitt Twp, MI-C), David Fedewa (DeWitt Twp, MI-I), and
C=Call-In Steven Smith (DeWitt Twp, MI-I).

MEMBERS ABSENT None.

ALSO PRESENT Fire Chief Dave DeKorte-I, Police Chief Mike Gute-I, Manager Andrew Dymczyk-I, and
I=In-Person Community Development Director Brett Wittenberg-I.
C=Call-In

AGENDA Trustee Smith questioned the legality of the 25-person limit on gatherings as mandated by the Michigan Department of Health and Human Services. He is uncomfortable with the agenda language explaining the limitation. Trustee Smith has agreed to meet with Clerk Cramton, Manager Dymczyk, and a Township Attorney to resolve the issue.

Seeger moved, Fedewa seconded, to approve the Agenda.

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

NAYS: None.

ABSENT: Ross.

Motion carried.

CONSENT AGENDA **Stump moved, Galardi seconded, to approve the Consent Agenda, which included the following: Board of Trustees Regular Meeting Draft Minutes, March 8, 2021; and 2020/2021 General Vouchers 72704-72753, Tax Vouchers 9231-9243.**

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

NAYS: None.

ABSENT: Ross.

Motion carried.

PUBLIC COMMENT None.

PUBLIC HEARING None.

PRESENTATION None.

COUNTY COMMISSIONER REPORT Trustee Smith questioned when the Board may see a Commissioner report again.

CORRESPONDENCE Correspondence included the following: DeWitt Township Police Department February 2021 Activity Report; Clinton County Sheriff's Office February 2021 Jail Billing; Lansing State Journal Article – Irene Dunham; Consumers Energy Notice of Hearing; and 2021 Board of Review Summary.

Trustee Fedewa expressed concern for the greatly reduced Jail revenue during the COVID pandemic.

UNFINISHED

BUSINESS

Second Reading –
Proposed Ordinance
Amendment 20-2 –
Marihuana Operations

At the February 22, 2021 Township Board meeting, the Board concurred with the Planning Commission's recommendation and approved, on first reading, with the Planning Commission recommended action.

Smith moved, Cramton seconded, that the Township Board, based on a unanimous recommendation from the Planning Commission at their meeting of February 1, 2021, and after finding that the proposed amendment has complied with the process for amending the Zoning Ordinance, approve the second reading of Ordinance 20-2 as it relates to the establishment of Marihuana Operations, based on the finding that the proposed amendment complies with the process for amending the Zoning Ordinance.

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

NAYS: None.

ABSENT: None.

Motion carried.

Second Reading -
Marihuana Operations
Ordinance No. 2021-
02-01

In September of 2020, the Board directed the Manager's Office to explore possible outcomes and best practices on medical and recreational marihuana facilities in a business capacity for grower, processor, safety compliance and secure transport. Since that time, staff has been working diligently with the Planning Commission towards best practice for implementation of those outlined business capacities. A component of this implementation is a general law ordinance.

The proposed general law ordinance is inclusive as it regulates all aspects of marihuana operations within the Township: activities and land use. Since enactment of Medical Marihuana Facilities Licenses Act (2016) and Michigan Regulation and Taxation of Marihuana Act (2018), there has been some debate as to whether a municipality may simply only need to adopt a general law ordinance, and not amend its zoning ordinance. A consensus among municipal attorneys is that the general law ordinances must be enacted to regulate activities, and the zoning ordinance must be amended if a municipality significantly regulates marihuana operations land use.

First reading of the proposed ordinance occurred at our February 22, 2021 regular board meeting.

Smith moved, Stump seconded, to adopt Ordinance No. 2021-02-01 Marihuana Operations on second reading.

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

NAYS: None.

ABSENT: None.

Motion carried.

NEW BUSINESS

School Agreements for
Collection of Property
Taxes

DeWitt Charter Township enters into collection agreements with schools that elect to have school taxes collected on the summer tax roll. Pursuant to 1976 PA 451, as amended, the Township is authorized and directed to negotiate a reasonable fee for expenses incurred in assessing and collecting school taxes on the summer levy. The following schools collect tax on the summer roll. The fee is calculated upon a cost per parcel basis and the proposed rate is unchanged from previous tax collection cycles.

<u>School</u>	<u>% of tax levied</u>	<u># of parcels</u>	<u>Rate</u>	<u>2021 Tax Collection Fee</u>
Clinton County RESA	100%	3,234	\$0.90	\$2,910.60
DeWitt	50%	3,234	\$3.00	\$9,702.00
East Lansing	100%	22	\$3.00	\$66.00
Ingham Intermediate	100%	2,411	\$0.90	\$2,169.90
Lansing Public	50%	2,389	\$3.00	\$7,167.00
LCC	100%	5,645	\$0.90	\$5,080.50
				\$27,096.00

Schools that collect on the winter tax roll when the DeWitt Charter Township’s millages are levied, are not charged a collection fee. Therefore, Bath and St. Johns public schools are not charged a fee.

Galardi moved, Cramton seconded, to approve executing agreements for the collection of summer property taxes at a rate of \$3.00/per parcel for school districts and \$0.90/per parcel for intermediate school districts and Lansing Community College; and authorize the Supervisor and Treasurer to execute the agreements as presented.

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

NAYS: None.

ABSENT: None.

Motion carried.

DeWitt Crossings
South Streetlights –
Set Public Hearing

Cramton moved, Stump seconded, to adopt resolution R2021-03-02, setting a Public Hearing for the creation of a special lighting district to be known as DeWitt Crossings South on Monday, April 26, 2021 at 7:00 PM, during the DeWitt Charter Township Regular Board Meeting, and authorize the Clerk to post, publish, and notify residents accordingly.

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

NAYS: None.

ABSENT: None.

Motion carried.

N. Cedar St.
Streetlights – Set
Public Hearing

DeWitt Township has received a petition from residents living on N. Cedar St. who wish to have streetlighting added where currently there are none. There are 28 residential parcels, and we have received 19 signatures in support of adding streetlights, exceeding

the 50% required. The addition of the lights would require the establishment of a new lighting district.

I have spoken with Consumer's Energy and they recommend 3 to 4 cobrahead-style LED lights on existing utility poles at a cost of \$100 each for installation, costing a one-time estimated \$14.29 on the Winter Tax Roll. The estimated cost to power the lights will be determined before a Public Hearing is noticed.

Trustee Smith expressed concern about the limitations on in-person attendance.

Cramton moved, Stump seconded, to adopt resolution R2021-03-03, setting a Public Hearing for the creation of a special lighting district to be known as N. Cedar St., and installation of 4 cobrahead-style LED streetlights on N. Cedar St. on Monday, April 26, 2021 at 7:00 PM, during the DeWitt Charter Township Regular Board Meeting, and authorize the Clerk to post, publish, and notify residents accordingly.

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

NAYS: None.

ABSENT: None.

Motion carried.

Employment Contract – The Township has been without a backup Plumbing Inspector who is called up to perform plumbing inspections/plan review when the Inspector is unavailable. I have met with Mr. Penix and would recommend this hire.
Plumbing Inspector

Ross moved, Fedewa seconded, to approve the employment contract with Barry Penix contingent upon the successful completion of the pre-employment physical and authorize the Clerk and Manager to execute the same.

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

NAYS: None.

ABSENT: None.

Motion carried.

DISCUSSION – Police and Fire Departments – The DeWitt Township Public Safety Committee has been tasked with an overall improvement of the monthly reports provided to the Board. The output of this discussion would be information that the Public Safety Committee can use in its discussions with the respective Departments. Ideally, an acceptable format, required information, and an understanding of the systems that feed the requested reporting, would generate the desired information with minimal effort or time spent by staff of the departments.
Monthly Board Reporting

Public Safety Committee Chair, Steve Musselman, as well as the Board-appointed representative, David Seeger, were both available for discussion.

Clerk Cramton provided some recent examples of monthly reporting from the Fire and Police Departments.

Trustee and Public Safety Committee Board Appointee Seeger does not see a need for a major overhaul of the reporting from the departments. He feels the decision on content and format should be left up to the Chiefs.

Public Safety Chairperson Steve Musselman highlighted the areas of each department's reporting that he feels are important. He enjoys the narratives from the Police Department and feels that the same could be provided from the Fire Department. He would like to see a new department member profile for each report to enable the Board and the public to get to know their public safety personnel.

Trustee Smith likes to review the training reports as they indicate a high level of skill in our public safety personnel.

Trustee Seeger also enjoys reading the narratives from the Police Department.

Trustee Ross feels it is important for the Chiefs to figure out what they feel is important to present to the Board, and he enjoys the narratives. Historically, Trustee Ross has enjoyed the staff profiles in the annual report.

Trustee Fedewa likes the different approach that each Chief brings to reporting. He also feels that the data presented can be broken down into more specific instances. Trustee Fedewa also reminded the Board that the Chiefs are afforded the opportunity to offer narratives in extended staff comment at the end of each Board meeting.

Treasurer Stump wants to know the format and context of the data that is pulled for the reports. She wants to ensure that reporting doesn't create excess work for the departments. She also has some concern about the narratives being a sensitive matter for those involved.

Clerk Cramton stated that his priority for this project, along with increasing the quality of the data presented, is to simplify the reporting and make it easier for the departments. He added that many of the desires expressed this evening have been included in past reports that, for various reasons, have been eliminated. He feels that the Fire Department has been forced to change their reporting over the years to not include narratives and specific data.

Supervisor Galardi stated that the Fire Department reporting has been changed for numerous reasons related to specific projects.

Trustee Smith commented that he would like to see the number of responding officers / firefighters per incident. He feels that the Police Department is in crisis with its low level of staffing. He questioned why open positions in the Police Department have not been filled. Trustee Smith feels that more targeted data could assist in evaluating necessary staffing levels.

Police Chief Mike Gute admitted that the Police Department is operating at a stressed level of staffing due to various factors. He stated that the department is in the process of hiring three officers, and that this is not enough. He is looking forward to the near term and adding officers to the department.

Fire Chief Dave DeKorte stated that no report has been generated for January or February due to implementation of a new computer system for reporting. Likely, there will not be a March report, as well. It is hoped that the new system will be easier to extract data from, but currently the department is in the data input phase. He reaffirmed that the Fire Department was tasked with modifying their reports for specific data requests from the

Board, and that narratives were removed due to sensitivity and HIPA concerns. Chief DeKorte offered to present his monthly activity report if the Board wishes to see it.

Supervisor Galardi tasked Chairperson Musselman with taking the evenings discussion back to the Public Safety Committee. Chairperson Musselman agreed and added that he is surprised that Fire Department response time has not yet been suggested. He added that the committee will meet with the Chiefs.

EXTENDED PUBLIC,
STAFF, & BOARD
COMMENTS

Fire Chief Dave DeKorte thanked the Board for the recent purchase of a new command vehicle. He updated the Board about the Township response to a large multi-department fire in Leslie. The Fire Department also responded to the recent incident on Mayfield Drive. Chief DeKorte informed the Board that he continues to update Department Heads on the latest COVID information from Michigan Department of Health and Humans Services, and that there will be a state-wide tornado drill at 1:00 PM on March 25th.

Police Chief Mike Gute informed the Board that the Police Station lobby is being disinfected for a confirmed COVID exposure. Chief Gute also updated the Board on the incident that occurred on Mayfield Drive. Lastly, Chief Gute informed the Board that PA393 will take effect on April 1 and will drastically impact the Departments ability to incarcerate offenders. Supervisor Galardi informed the Board members if they have any questions about PA393 to reach out to Chief Gute.

Manager Dymczyk provided updates on the following:

- Annual Clinton County Road Commission meeting
- eNews this week
- Township audit this week
- Road speed petition received for Solon Rd.
- Austin v. DeWitt Settlement
- Arbitration award draft
- Posting for three new Police Officers
- Housing Study final draft
- Assessor, Laura Tafelsky retirement

Supervisor Galardi called for the forming of a Public Safety Financing Committee consisting of Trustee Smith, Trustee Fedewa, himself, and Manager Dymczyk. All agreed to participate.

Trustee Seeger informed the Board that April 24th is the Clinton County Department of Waste Management spring collection event, and it is being run by appointment only. He also presented Supervisor Galardi with information regarding farmland preservation.

Trustee Fedewa commented that there are many variables in play when considering staffing levels in the Police and Fire Departments. He feels the Board's motivation is always to improve things both for residents and staff.

Treasurer Stump informed the Board that the annual audit is underway and that sewer bills have been sent. She stated that the warm weather has caused an increase in calls for pavilion rentals in Township parks.

ADJOURNMENT **Seeger moved, Ross seconded, to adjourn at 8:43 PM.**

Motion voted and carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Adam Cramton".

Adam Cramton, Clerk

A handwritten signature in blue ink, appearing to read "Rick Galardi".
Rick Galardi, Supervisor