



1401 W. Herbison Road, DeWitt, MI 48820  
March 27, 2023 Board of Trustees Meeting Minutes

The Regular Meeting of the DeWitt Charter Township Board of Trustees was called to order by Treasurer Stump at 7:00 PM with the Pledge of Allegiance.

MEMBERS PRESENT Treasurer Sandy Stump, and Trustees David Seeger, Brian Ross, and David Fedewa.

MEMBERS ABSENT Supervisor Rick Galardi, Clerk Adam Cramton, and Trustee Steven Smith

ALSO PRESENT Manager Andrew Dymczyk, Police Chief Matt Merony, Fire Chief Dave DeKorte

MEETING CHAIRPERSON **Stump moved, Ross seconded, to nominate Trustee Seeger as Chairperson for the meeting.**

**AYES: Ross, Seeger, Fedewa, Stump.**

**NAYS: None.**

**ABSENT: Galardi, Cramton, Smith. Motion carried.**

AGENDA **Fedewa moved, Stump seconded, to approve the agenda as presented.**

**AYES: Fedewa, Stump, Seeger, Ross.**

**NAYS: None.**

**ABSENT: Galardi, Cramton, Smith. Motion carried.**

CONSENT AGENDA **Stump moved, Ross seconded, to approve the Consent Agenda which included the following: Board of Trustees regular meeting draft minutes, March 13, 2023; Planning Commission regular meeting draft minutes, March 6, 2023; and General vouchers 75365-75409; tax vouchers 9564-9574.**

**AYES: Stump, Ross, Seeger, Fedewa.**

**NAYS: None.**

**ABSENT: Galardi, Cramton, Smith. Motion carried.**

PUBLIC COMMENT None.

PRESENTATION None.

PUBLIC HEARING None.

COUNTY COMMISSIONER REPORT County Commissioner Ken Mitchell was present to answer any questions from the Board. He informed the Board that discussions over the proposed development site in Eagle Township has been on-going. The County provides the zoning for Eagle Township, as Eagle Township does not currently have its own zoning board. There has been abundant misinformation about the potential development of the site. His office has been fielding questions in order to provide factual information to inquirers.

**CORRESPONDENCE** Correspondence included the following: DeWitt Township Fire Department February, 2023 Activity Report; DeWitt Township 2022 Goal Performance Dashboard; DeWitt Township 2023 Goal Performance Dashboard; Clinton County Board of Commissioners February 28, 2023 meeting minutes; and Clinton County Waste Management Notice of Public Meeting.

**UNFINISHED BUSINESS** None.

**NEW BUSINESS**

**School Agreements for Collection of Property Taxes** DeWitt Charter Township enters into collection agreements with school districts 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 on a cost-per-parcel basis. 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>2023 Tax Collection Fee</u>
Clinton County RESA	100%	3,312	\$0.90	\$2,980.80
DeWitt	50%	3,312	\$3.00	\$9,936.00
East Lansing	100%	24	\$3.00	\$72.00
Ingham Intermediate	100%	2,430	\$0.90	\$2,187.00
Lansing Public	50%	2,406	\$3.00	\$7,218.00
Lansing Community College	100%	5,742	\$0.90	<u>\$5,167.80</u>
				\$27,561.60

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

**Stump moved, Ross 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: Ross, Stump, Fedewa, Seeger.**

**NAYS: None.**

**ABSENT: Galardi, Cramton, Smith.**

**Motion carried.**

**Webb Road Pathway Project Budget Adjustment** At the January 23rd Board meeting, a budget adjustment was approved for the Webb Road Pathway project to reflect a revised estimate provided by the Clinton County Road Commission. The project bids have been received and the total cost is beyond the contingency that was established. Manager Dymczyk recommends a budget adjustment to reflect the bid price of the project in an amount of \$40,000, and authorize the Manager's Office, Clerk, and Supervisor to execute project documents.

**Ross moved, Fedewa seconded, to approve the following actions:**

1. **Authorize the Manager’s Office, Clerk, and Supervisor to execute an agreement with the Clinton County Road Commission for the Webb Road Pathway project at an estimated Township cost of \$402,750 (cost includes \$40,000 project contingency).**
2. **Approve the following budget adjustments to the 2023 Budget:**

**\$40,000                      To: 101-446-977-950                      From: 103-000-955-000**  
**Roads Capital Outlay NMT                      425 Reserve**

**AYES: Stump, Seeger, Fedewa, Ross.**

**NAYS: None.**

**ABSENT: Galardi, Cramton, Smith.**

**Motion carried.**

2023 Road Projects –  
Contracts with Clinton  
County Road  
Commission

Again, this year, the Township has been working with the Road Commission to identify the list of road construction projects for 2023.

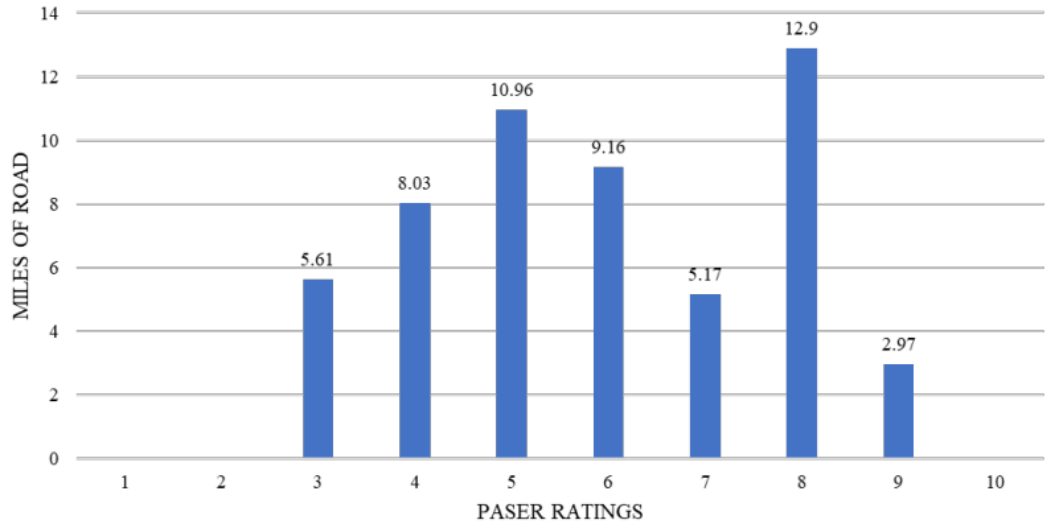
Below is the average PASER rating for the Township’s local road network. The PASER system rates roads on a score of 10 to 1. A score of 10 represents a brand-new road, and a 1 is a road that has lost its surface integrity. In 2008, the Township and Road Commission changed how projects were selected by focusing more on preventative maintenance. This, along with an increased investment in road funding, has led to an increase in Township local road ratings.

<u>Year</u>	<u>Township Local</u>	<u>County Wide Local</u>
2012	4.69	4.32
2013	4.80	4.70
2014	5.11	4.91
2015	5.27	4.94
2016	5.43	5.33
2017	5.68	5.42
2018	5.79	5.62
2019	5.82	5.90
2020	5.95	6.06
2021	5.91	6.23
2022	5.93	6.37

Since 2012, the Township has seen a steady rise in its average ratings of local roads (i.e. an average pacer rating of 4.69 to 5.93). This is an 20.9% improvement in the overall quality of roads. While there has been great progress (75% of roads are rated good or fair), there are still 25% of our roads rated poor (rating of 1 to 4).

Below is summary of the Township’s local road pacer ratings:

**2022 DeWitt Township Roads  
PASER Ratings & Miles of Local Roads**



The following is budgeted for 2023:

Paving & Maintenance	\$330,000
Contracted Services	\$20,000
Transportation Reserve for future projects	<u>\$250,000</u>
	\$600,000

Below are the projects recommended for 2023:

Preventative Maintenance

- Gravel Roads (7.17 Miles) \$8,979
    - 3 passes of brine on all gravel, 4th application on Howe and Norris Road
  - Overband crack seal \$25,000
- Preventive Maintenance Sub Total \$33,979**

Capital Projects

- Oakland Hills Subdivision
    - Mill & Fill (1.26 miles) \$345,446
- Capital Project Sub Total \$345,446**

**Total \$379,425**

RC Share	\$120,701
General Fund Share	\$236,124
Sewer Fund Share	\$22,600

Transportation Systems Reserve Fund

Transfer: +\$250,000

**Fedewa moved, Stump seconded, to authorize the Township Supervisor, Clerk, and Treasurer to execute any documents necessary with the Clinton County Road Commission for the recommended 2023 road projects with an amount not to exceed \$379,425 with \$120,701 coming from the Road Commission, \$236,124 coming from the General Fund and an estimated \$22,600 coming from the Sewer Fund.**

**AYES: Seeger, Stump, Ross, Fedewa.**

**NAYS: None.**

**ABSENT: Galardi, Cramton, Smith.**

**Motion carried.**

**Remy-Chandler Drain  
Special Assessment**

The Remy-Chandler Intercounty Drain Board undertook a large maintenance project beginning in 2021. The cost to the Drain Board was \$600,000. DeWitt Township's portion, after applying the apportionment across the five affected communities, is \$180,838. The Township agreed to pay the Drain Board five equal annual payments of approximately \$36,767. After agreeing to make a \$28,568 at-large payment, the Township endeavored to assess the remaining \$152,269 to each of the affected property owners over three years.

The first Public Hearing was noticed and held on October 11, 2021, and was met with numerous resident challengers both in the boardroom and by mail / email response. An error was uncovered in the calculation of the assessment district and a second Public Hearing was scheduled.

The second Public Hearing was noticed and held on October 25, 2021, using corrected assessment totals for the residents. Again, the resident response was passionate and voluminous. At risk of missing the required timing of the winter tax roll, the Board elected to make the first Drain Board payment at-large to allow more time to respond to resident concerns. The first payment was made in April of 2022. Clerk Cramton collected input from those residents requesting on-site review of their particular drainage conditions. The concerns are numerous and varied.

The second payment to the Drain Board was due on March 1, 2023.

A decision needs to be made if DeWitt Township will continue to pursue a special assessment for the Remy-Chandler Drain project or if the project will be funded by at-large funds.

**Stump moved, Fedewa seconded, to table any action until all members of the Board were present for this discussion.**

**AYES: Fedewa, Stump, Seeger, Ross.**

**NAYS: None.**

**ABSENT: Galardi, Cramton, Smith.**

**Motion carried.**

EXTENDED PUBLIC, Fire Chief Dave DeKorte presented the following:

STAFF, & BOARD  
COMMENTS

- The LUCAS device was successfully used recently on another patient in cardiac arrest.
- A semi-truck accident resulted in the closure of I69 for three hours while crews worked to clear the scene.
- Saturday, April 1<sup>st</sup> at noon, will begin siren testing.

Police Chief Merony presented the following:

- The Department's new Administrative Assistant, Rachel Perrien, has started her Township employment.
- There have been three police vehicles requiring repair.

Treasurer Stump stated that her office is collecting bill payments and reserving parks.

Manager Dymczyk offered updates on the following:

- Met with the Clinton County Road Commission about the Webb Road project working to resolve resident concerns.
- The Township Hall, Station 2 and Police Department parking lots will be milled and re-paved. The goal is to do this work over a weekend.
- MBS is moving forward. Design development is to be completed in June, with construction drawings completed in September.
- The 2022 Dashboard has been updated, along with the first quarter of 2023.
- The MS4 (storm water reporting) to the State is being worked on.
- Reporting for the opioid settlement dollars from the State is also being worked on.

ADJOURNMENT

**Ross moved, Fedewa seconded, to adjourn 7:53 PM.**

**Motion voted and carried.**

Respectfully submitted,



Lori Fox, Deputy Clerk



Rick Galardi, Supervisor