



1401 W. Herbison Road, DeWitt, MI 48820  
April 12, 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-I), 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 (DeWitt Twp, MI-C), David Fedewa (DeWitt Twp, MI-I), and Steven  
*C=Call-In* Smith (DeWitt Twp, MI-C).

**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-C.  
*C=Call-In*

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

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

**NAYS: None.**

**ABSENT: Ross.**

**Motion carried.**

**PUBLIC MEETING** The State of Michigan has issued an update to the Michigan Department of Health and  
**POLICY UPDATE** Human Services (MDHHS) Emergency Order under MCL 333.2253 – Gatherings and  
Face Mask Order. The newest version is dated March 19, 2021, with an amendment  
added on March 31, 2021. DeWitt Township will be holding in-person public meetings  
of up to 50% of the fire-rated capacity of the meeting space.

Additionally, the Clinton County Board of Commissioners has extended the Declaration  
of Local “State of Emergency” which, in combination with Senate Bills 1108 and 1246,  
amending the Open Meetings Act (OMA), will allow the Township to simultaneously  
allow for remote participation in public meetings by both membership and public.

The DeWitt Charter Township Open Meeting Policy & Procedure Manual has been  
updated to reflect these changes.

Correspondence included the following: MDHHS Gatherings and Face Mask Order,  
March 19; MDHHS Gatherings and Face Mask Order Amendment, March 31; MTA  
Gatherings and Face Mask Order Fact Sheet; Legal Opinion, Remote Board Meetings;  
MTA Declaring a Local State of Emergency; and Clinton County Board of  
Commissioners Emergency Declaration.

**Cramton moved, Fedewa seconded, to adopt the DeWitt Charter Township Open  
Meeting Policy & Procedure effective April 12, 2021.**

**AYES: Seeger, Ross, 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 22, 2021; and General Vouchers 72754-72806.**

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

**NAYS: None.**

**ABSENT: Ross.**

**Motion carried.**

PUBLIC COMMENT None.

PUBLIC HEARING None.

PRESENTATION None.

COUNTY COMMISSIONER REPORT County Commissioner Ken Mitchell provided the Board with an update on emergency operations in Clinton County. There was discussion about the Mid-Michigan District Health Department's level of public communication throughout the COVID pandemic. Mr. Mitchell also chairs the Public Safety Committee, and serves on numerous other Boards and Agencies.

CORRESPONDENCE Correspondence included a Thank You letter from Laura Tafelsky.

UNFINISHED BUSINESS None.

NEW BUSINESS

PA425 Conditional Interlocal Agreement with the City of Lansing – Set Public Hearing Resolution 2021-04-09 Emergent BioSolutions is considering locations for a prospective business expansion and a specific site in the DeWitt Charter Township-Lansing region is an attractive option. The proposed Public Act 425 conditional interlocal land use transfer agreement between DeWitt Charter Township and the City of Lansing is an important step to enable infrastructure support and financing tools to make any future project assessment feasible and an attractive option to choose our location over out-of-state options.

The proposed Public Act 425 conditional agreement covers a single land parcel of approximately 34 acres, west of DeWitt Road and south of Port Lansing Road, which is currently owned by Emergent. To the north and west of the proposed Public Act 425 conditional interlocal agreement is property already under an existing Public Act 425 agreement between the Township and City as part of the Port Lansing Next Michigan Development Corporation. This proposed Public Act 425 conditional interlocal agreement's terms match those of the existing Port Lansing Next Michigan Development Corporation Public Act 425 agreement.

Emergent submitted a preliminary site plan to DeWitt Charter Township for review to determine feasibility of constructing a 280,000 square foot industrial building. Additional details would be provided by Emergent and Lansing Economic Area Partnership if the prospective project plans are finalized, and the decision is made to move forward.

The proposed Public Act 42 conditional agreement acts as a foundational and enabling framework only for Emergent to assess future growth opportunities. Emergent would need to return to Lansing City Council for consideration of a Brownfield Tax Increment Financing (TIF) Plan (Brownfield Plan) via Public Act 381 and an Industrial Facilities Tax Abatement (IFT Abatement) through Public Act 198 for a potential project. If a project does not materialize on this site in the coming years for any reason, the proposed conditional Public Act 425 Agreement would be nullified, and the property would revert back to the jurisdiction of DeWitt Charter Township.

**Galardi moved, Fedewa seconded, to adopt Resolution 2021-04-09, setting a Public Hearing for the execution of a Public Act 425 conditional interlocal land use transfer Agreement between DeWitt Charter Township and the City of Lansing for the purpose of a prospective business expansion on Monday, May 24, 2021, at 7:00 PM, during the DeWitt Charter Township Regular Board Meeting and authorizing the Clerk to post, publish, and notify residents accordingly.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

Solon Road Speed  
Study – Resolution  
#2021-04-08

The Township has received a petition from residents and property owners requesting a 20-mph reduction of speed on Solon Road to address safety concerns. Jurisdiction of public roads falls under the Clinton County Road Commission with speed regulation of public roads governed by the Michigan State Police. Solon Road is currently 55 mph and the residents who have signed the petition would like to see the speed limit set at 35 mph.

In order to change the speed of Solon Road, the Township would need to pass a resolution identifying the road, the traffic safety problem, the solution this reduction will fix, and commitment from the Township that we will abide by the 85th percentile speed for the speed study. The Clinton County Road Commission will provide the Michigan State Police with crash history data for the last 5 years and some additional corresponding paperwork.

Of the 25 residences on Solon Road, 17 have signed the petition requesting a reduction of speed to 35mph.

Steve Church, 1495 W. Solon Rd., offered specific examples of the danger of fast-moving cars on Solon Road.

Melanie May, 1695 W. Solon Rd., informed the Board of her concerns with pedestrians attempting to use Solon Road while cars are traveling at higher speeds.

**Seeger moved, Fedewa seconded, to adopt Resolution #2021-04-08 requesting a 20-mph speed reduction addressing resident safety concerns on Solon Road.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

2021 Road Projects – The Township has been working with the Road Commission to identify the list of road construction projects for 2021. 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 our Township local road ratings.

Year	Twp. Local	Twp. Primary	County Wide Primary	County Wide Local
2010	4.32	5.39	5.32	4.42
2011	4.57	5.94	5.38	4.68
2012	4.69	4.90	5.30	4.32
2013	4.80	4.91	4.94	4.70
2014	5.11	5.14	4.86	4.91
2015	5.27	5.15	5.06	4.94
2016	5.43	5.24	4.86	5.33
2017	5.68	5.84	5.17	5.42
2018	5.79	6.29	5.78	5.62
2019	5.82	6.47	6.26	5.90
2020	5.95	6.55	6.16	6.06

Since 2010, the Township has seen a steady rise in its average ratings of local roads (i.e. an average PASER rating of 4.32 to 5.95). This is an 38% improvement in the overall quality of the roads. While the Township is making great progress (79% of roads are rated good or fair), there are still 21% of our roads rated poor (rating of 1 to 4).

The following is budgeted for 2021:

Paving & Maintenance	\$300,000
Transportation Reserve for future projects	\$0
Non-Motorized Transportation	<u>\$200,000</u>
	\$500,000

Below are the projects recommended for 2021:

**Preventative Maintenance**

Brush spraying	\$2,124
Gravel Roads (7.17 Miles)	\$12,296
3 passes of brine on all gravel, 4th application on Howe and Norris Road	
Overband crack seal	<u>\$24,800</u>
<b>Preventive Maintenance Sub Total</b>	<b>\$39,220</b>

**Capital Projects**

Boichot Road – Clark Rd to Northcrest Rd	
Mill & Fill (1.36 miles)	\$273,514
Stoll Road – Boichot Rd to Wood Rd	
Mill & Fill (.49 miles)	<u>\$97,385</u>
<b>Capital Project Sub Total</b>	<b>\$370,899</b>

**Total \$410,119**

RC Share \$99,848  
General Fund Share \$286,346  
Sewer Fund Share \$23,925

Trustee Fedewa highlighted the fact that the overall PASER rating for the Township's roads continues to improve.

Clerk Cramton provided that he is confident in the process and feels that the roads with the greatest need are the ones being repaired.

Manage Dymczyk reminded that the roads submitted for approval do not include the delayed project from 2020.

**Cramton moved, Ross seconded, to authorize the Township Supervisor, Clerk and Treasurer to execute any documents necessary with the Clinton County Road Commission for the recommended 2021 road projects with an amount not to exceed \$410,119; with \$99,848 coming from the Road Commission, \$286,346 coming from the General Fund and \$23,925 coming from the Sewer Fund.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

DeWitt Township  
Pickleball Courts

The Township has an inline skating rink in Granger Meadows Park. As an asset, it remains largely unused year-on-year. 2020 did see a moderate increase in its intended usage due to the ongoing pandemic, however, concerns are now being raised about the integrity of the surface used for skating. Facing a possible maintenance investment, Clerk Cramton is proposing an alternative that would benefit a larger number of Township residents.

On the current Capital Improvement Plan, the rink is listed for a modification or change in 2023 or beyond, with a planned budget of \$60,000. Clerk Cramton proposes that, with a level concrete surface in place, the rink can easily be resurfaced and refitted for multiple pickleball courts. The facility has ample parking, lights, restrooms, concessions, and is located far from any residents that could be bothered by the noise that Pickleball generates. The existing hockey boards, benches, and fencing could possibly be auctioned to cover a portion of the cost. Further, there is a verified demand for this sport in DeWitt Township. DARA conducted a recreation survey and the words "pickleball" and "pickle ball" appear 17 times in the respondent write-in section. Having 3, 4, or even 6 courts, depending on the layout and separation, will also satisfy a demand for senior activities and programs in the community.

Community Development Director Wittenberg informed the Board that there are discussions taking place to potentially build an indoor Tennis facility in DeWitt Township. This facility could also potentially offer additional Pickleball opportunities.

Trustee Fedewa feels that converting this facility to a use that the residents demand is a responsible action.

Trustee Seeger supports giving the inline hockey rink a new purpose.

Trustee Smith feels that a change of this facility will answer a need.

Trustee Ross is pleased to see the Township using the Qualifications Based Selection process.

Treasurer Stump inquired about the number of courts that could be built. Clerk Cramton responded that it is up to the vendor to decide how best to maximize the space.

Supervisor Galardi feels that the project could be funded with 425 monies and that there is no reason to wait.

**Cramton moved, Ross seconded, to direct Manager Dymczyk to seek competitive quotes, using the Qualifications Based Selection (QBS) process, to retrofit the existing inline hockey rink for use as multiple pickleball courts, with the winning bid to be brought before the Board for approval and funding at the May 24th Board of Trustees meeting.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

Assessing Department  
Hire

The recent shift of personnel to permanently fill the Deputy Clerk position in the Clerk's Office left the part time Administrative Assistant I position in the Assessing Department open to be filled. The former Assessor, and Manager Dymczyk, conducted interviews on March 31, 2021, and recommend the hiring of Ms. Deborah Kloosterman for the position of part time Administrative Assistant I in the Assessing Department.

**Fedewa moved, Smith seconded, to approve the hiring of Deborah Kloosterman at Grade 2, Step 1 of the Classification and Wage Scale, for the position of Administrative Assistant I in the Assessing Department contingent upon the successful completion of the pre-employment physical.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

DeWitt Township  
Appointment to Board  
of Water and Light

The Lansing City Charter provides for regional representation on the Board of Water and Light. Meridian, Delhi, DeWitt, and Lansing Townships share a position which rotates on an annual basis. It is DeWitt Township's time to appoint a non-voting member of the Board of Water & Light Board of Commissioners. The term is July 1, 2021 to June 30, 2022.

The specific Charter provision states:

The Board of Water and Light Board Members shall include three non-voting advisory members representing utility customer communities outside the City of Lansing. Each non-voting advisory member shall be a Board of Water and Light customer, shall reside in and be appointed by the governing body of the municipality. One member shall represent the City of East Lansing and shall

serve a term of four (4) years commencing July 1. One member shall represent Delta Township and shall serve a term of four (4) years commencing July 1. One member shall be at-large and shall represent the remaining municipalities and shall serve a term of one (1) year commencing July 1. The at-large representative shall serve on a rotating annual basis and be appointed by the governing body of the following municipalities in succession: Meridian Township, Delhi Township, DeWitt Township and Lansing Township. Except as provided herein, Section 2-103, Section 5-105, or State law, the provisions of this Charter shall not apply to the non-voting advisory members of the Board of Water and Light.

**Stump moved, Smith seconded, to appoint Brian Ross to represent DeWitt Township on the Lansing Board of Water and Light Commission as a non-voting member.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

Resolution of  
Appreciation, Laura  
Tafelsky

After more than 32 years of service, Laura Tafelsky is retiring from DeWitt Charter Township. The Supervisor and Clerk have co-authored a Resolution of Appreciation for Laura's positive contributions to the Township and its residents.

Treasurer Stump stated that she had learned a lot from Laura and has valued her mentorship.

Trustee Smith thanked Laura for her service to the Township.

Trustee Fedewa commented on Laura's commitment for 32 years.

Trustee Ross thanked Laura for all of her hard work for the Township and feels that she has done a fantastic job.

Clerk Cramton feels that Laura possessed the highest level of proficiency and expertise in her position as Assessor.

Supervisor Galardi commented that Laura was compassionate with the Township's residents.

**Cramton moved, Galardi seconded, to adopt Resolution 2021-04-04 in appreciation of Laura Tafelsky for her years of service to DeWitt Township.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

EXTENDED PUBLIC,  
STAFF, & BOARD  
COMMENTS

Community Development Director Brett Wittenberg commented that the discussion concerning Solon Road, and the affect on new and current residents, will need to be addressed from a planning perspective.

Fire Chief Dave DeKorte updated the Board on the increase in calls for service when compared to last year. He feels that the Department is on pace to match or surpass the highest year, 2019. Additionally, Chief DeKorte invited the Board to review Rescue 59 vehicle.

Police Chief Mike Gute presented that there are 22 respondents to the posting for 3 new Officers. Interviews will be conducted and final candidates will be presented to the Board for approval on May 24. Sergeant Bill Darnell will be honored on the National Law Enforcement Officers Memorial in Washington, DC.

Trustee Smith comment that Sgt. Darnell's memorialization is fitting, and that Sgt. Darnell supported the Memorial throughout his career.

Manager Dymczyk provided updates on the following:

- Target start date for 3 new Police Officers of June 21.
- New Assessor, Chris Couke, has started with the Township.
- COVID Vaccination clinic, at the DeWitt Township Community Center, on May 3, 1:00 PM – 5:00 PM. Residents can find information on Facebook and the Township website.
- The contracts from the arbitration award are being finalized.
- Mid-Michigan District Health Department is running a vaccination drive in St. Johns.

Trustee Fedewa informed the Board that the Municipal Building South (MBS) Committee met today. More updates are to come.

Trustee Ross notified the Board that Ryan Wood has retired from the County and has been appointed to the Clinton County Department of Public Works.

Trustee Seeger informed the Board that the Clinton County Township Officers Association will be meeting at Bingham Township on April 22, 2021. Additionally, The Clinton County Department of Waste Management is still holding their Spring Collection Event on April 24. Reservations can be made by calling the Department of Waste Management.

Treasurer Stump presented that the 2020 tax roll is closed. Additionally, Treasurer Stump, along with Manager Dymczyk and Clerk Cramton, are beginning the long process of converting to the Unified Chart of Accounts (UCOA). Clerk Cramton offered that, at this time, there are 1,293 discrete account numbers that will need to be reviewed for compliance or change to conform to UCOA.



ADJOURNMENT      **Seeger moved, Ross seconded, to adjourn at 8:38 PM.**

**Motion voted and carried.**

Respectfully submitted,



Adam Cramton, Clerk



Rick Galardi, Supervisor