



1401 W. Herbison Road, DeWitt, MI 48820  
May 23, 2022 Board of Trustees Meeting Minutes

The Regular Meeting of the DeWitt Charter Township Board of Trustees was called to order by Supervisor Galardi at 7:04 PM with the Pledge of Allegiance.

**MEMBERS PRESENT** Supervisor Rick Galardi, Clerk Adam Cramton, Treasurer Sandy Stump, and Trustees David Seeger, Brian Ross, David Fedewa, and Steven Smith.

**MEMBERS ABSENT** None.

**ALSO PRESENT** Manager Andrew Dymczyk, Interim Police Chief Jason Jones, Fire Chief Dave DeKorte, Community Development Director Brett Wittenberg, Planner Alex Bahorski, and several citizens.

**AGENDA** **Stump moved, Galardi seconded, to approve the agenda.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

**CONSENT AGENDA** **Ross moved, Galardi seconded, to approve the Consent Agenda which included the following: Board of Trustees Regular Meeting draft minutes, May 9, 2022; Planning Commission Regular Meeting draft minutes, May 2, 2022; and General Vouchers 74195-74248.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

**PUBLIC COMMENT** Jon Horford, candidate for State Representative, District 77, introduced himself to the Board.

**PRESENTATION**

Coleman Road,  
Celebration of  
Regional Growth,  
Lansing Regional  
Chamber of Commerce

Tim Daman, President and CEO of the Lansing Regional Chamber of Commerce, presented Supervisor Galardi with an award recognizing the Coleman Road project for economic growth and investment in the Greater Lansing Region. The award will be placed on display within DeWitt Charter Township Hall.

**PUBLIC HEARING** **The Public Hearing was called to order at 7:20 PM by Supervisor Galardi.**

Establish Streetlighting  
District – Thomas  
Farms

The purpose for the Public Hearing is to hear questions and comments regarding the establishment of a Special Lighting District known as Thomas Farms. There were no comments received in the Public Hearing. Additionally, no comments or concerns were received in the Clerk's Office prior to the Public Hearing.

**Ross moved, Smith seconded, to close the Public Hearing at 7:21 PM.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

**Stump moved, Galardi seconded, the following actions:**

- 1. To adopt Resolution 2022-05-10, establishing the streetlighting special assessment district known as Thomas Farms.**
- 2. To adopt Resolution 2022-05-11, Consumers Energy Authorization to Change, and direct the Clerk to certify same.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

COUNTY COMMISSIONER REPORT None.

CORRESPONDENCE Correspondence included the following: DeWitt Township Police Department April 2022 Activity Report; DeWitt Township Fire Department April 2022 Activity Report; Ambulance Responses within DeWitt Township; SCCMUA Improvements, Formal Public Hearing; Clinton County Sheriff’s Office April 2022 Jail Billing; Consumers Energy Notice of Hearing; DTE Natural Gas Pipeline Safety; and Resident Submission for Township Board Consideration.

Fire Chief DeKorte spoke of the difficulties faced by Medical Response agencies in finding certified paramedics. At this time, the Fire Department will continue to compile response data.

UNFINISHED BUSINESS None.

**NEW BUSINESS**

Rezoning 22-880002 – Hubble Construction is requesting to rezone an approximately 9.20-acre parcel with split zoning from A (Agricultural) and BC (Community Business) to entirely BC (Community Business). The subject site is located west of S. Old US 27, south of Boichot Road, north of State Road, east of Turner Road, part of the southeast ¼ of Section 28 of DeWitt Charter Township (Parcel #050-028-400-025-50).

Presently, Hubble Construction owns the subject property, sized at approximately 9.20 acres, and currently contains a 5,000 square foot building and a cell tower onsite. In March 2022, a rezoning application was submitted to the DeWitt Township Planning Department for the reason being to take the first necessary step to eventually develop and utilize the site for a construction contracting business.

The subject property is designated for Community-Oriented Commercial (CC) use on the Future Land Use Map. All other adjacent parcels are also planned for Community-Oriented Commercial (CC). The proposed change from A (Agricultural) and BC

(Community Business) to entirely BC (Community Business) is compatible with the existing land uses in the area.

A public hearing was conducted on the proposed rezoning request on May 2, 2022 in which the Planning Commission voted to unanimously recommended approval. At the meeting, the applicant provided a signed letter of support from the southern adjacent property owner. Prior to the Planning Commission meeting, staff received one (1) inquiry regarding the project and the individual had no issues or concerns with the rezoning request.

**Fedewa moved, Smith seconded, based on a unanimous recommendation from the Planning Commission, to approve the first reading of rezoning request 22-880002, from Hubble Construction as legally described on the application materials and survey documents, from having a split zoning designation of A (Agricultural) and BC (Community Business) to entirely BC (Community Business) 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, Smith, Ross, Fedewa, Stump, Cramton, Galardi.**

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

Special Use Permit 22-990001 – La Bella Vita This is a request from Kevin Collins, on behalf of La Bella Vita, LLC for Special Use Permit 22-990001, to allow upgrades to convert a fire damaged single-family home into a 12-bed adult foster care facility on an approximately 7.86-acre parcel located at 1920 Deerwood Circle in DeWitt Charter Township, north of E. Howe Road, east of S. Old US 27, west of Wood Road, and South of E. Round Lake Road (Parcel #050-003-400-045-50).

If the request is approved, the applicant would be allowed to restore and upgrade the existing single-family house on the approximately 7.86-acre site to utilize it as a 12-bed adult foster care facility. The proposed site plan also seeks to add a walk-out area at the front of the house with ADA accessible ramps and provide additional parking in the rear of the house. The property is located in the A, Agricultural Zoning District, and an adult foster care group home accommodating 9 to 12 residents is permitted by Special Use Permit subject to the regulations of Section 4.2 of the Zoning Ordinance.

There were general comments and discussion regarding the nature of the business raised by the Planning Commission, and a neighboring property owner voiced their support of the project at the May 2, 2022 Planning Commission meeting.

Based on the results of the public hearing and with the findings and analysis described in the staff report; the review of the reviewing agencies, and the requirements of the Zoning Ordinance for special use permits, the Planning Commission acted to recommend unanimous approval of the request based on the conditions included in the staff report and Special Use Permit.

**Fedewa moved, Smith seconded, based on the recommendation from the Planning Commission, to approve Special Use Permit 22-990001 from Kevin Collins on behalf of La Bella Vita, LLC to allow upgrades to the existing single-family house and to allow for a 12-bed Adult Foster Care Group Home as described and defined in the**

**application materials, on the existing site identified as parcel #050-003-400-045-50. Approval is recommended on the following conditions:**

- 1. That the applicant shall satisfy the requirements of the Clinton County Drain Commissioner's Office to address the on-site drainage issues prior to occupancy.**
- 2. The applicant shall satisfy any requirements or recommendations from the Mid-Michigan District Health Department regarding the site's septic system prior to occupancy.**
- 3. The applicant shall meet all requirements of the DeWitt Township Building Department prior to the issuance of any building permits or the commencement of construction.**
- 4. That the applicant shall satisfy the requirements of all other reviewing agencies.**
- 5. That the applicant shall comply with any other Federal, State, County, or Township regulations.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

Step II Condominium Review – Thomas Farms Phase 1C – Townhome Condominiums

This is a request from Signature Land Development for a Step II Condominium Review of the initial Townhome Condominium phase of the Thomas Farms Development. If approved, the project would include 24 individual townhouse residential units as part of this particular phase in the Thomas Farms development. The subject site is located south of Clark Road, east of Myers Road, west of S. Old US-27, and north of Stoll Road, in the northeast ¼ of Section 21 of DeWitt Charter Township (Parcel #050-021-100-005-50). This particular phase is planned to take place in the southeastern portion of the development area.

Step II condominium approval is similar to final preliminary plat approval for a subdivision. It signifies that the final design and engineering of the development, including the infrastructure systems, has been reviewed and found acceptable by the respective public agencies and the Township Engineer. Correspondingly, the applicant may proceed with construction of the infrastructure upon receipt of Step II approval. Step II review also entails evaluating the plan for consistency with the preliminary design and any conditions from Step I approval.

The proposed development is consistent with the Step I approval and conditions.

A Site Condominium project is made official through the recording of a Master Deed with the Register of Deeds. The Township is interested in the Master Deed because it includes the restrictions for the development and spells out maintenance responsibilities for open spaces and other common elements that are available for benefit of the residents in the development.

As part of the Step II preliminary review procedure, applicants are required to submit a copy of the proposed deed restrictions or covenants. The applicant provided a copy of the draft master deed that will cover this phase of the condominium project. The Master Deed will be subject to the Township Attorney's review and approval prior to Step III, Final Plat Approval.

The Planning Commission held a public hearing on this request at the May 2, 2022 regular meeting. The Commission found, with the recommended conditions, that the development is designed in accordance with applicable ordinance standards.

**Fedewa moved, Smith seconded, as recommended by the Planning Commission, to grant Step II approval for the Thomas Farms Condominium Phase 1C – Townhome Condominiums, based on the plans last revised on April 28, 2022, and received May 4, 2022 subject to the following conditions:**

- 1. The final plan shall indicate the presence of street lights that meets the requirements of the Township.**
- 2. The Master Deed shall be subject to review and approval by the Township Attorney prior to Step III final plan approval.**
- 3. The applicant shall provide a temporary access easement for the duration of construction, allowing admittance to the public sanitary sewer system until the public road entry is provided.**
- 4. The applicant shall comply with the requirements of all reviewing and permitting agencies prior to the commencement of construction.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

Utility Agreement –  
Thomas Farms Phase  
1C (Townhomes)

Community Development Director Brett Wittenberg provided a copy of the proposed Utility Agreement between the Township and Signature Land Development Corp. for the construction of sanitary sewer on a portion of the property located south of Clark Road, east of Myers Road, north of Solon Road, and west of Old 27. The Agreement was prepared by the Township Attorney and is for sanitary sewer only; water to the site will be handled by the Lansing Board of Water and Light.

**Fedewa moved, Smith seconded, to approve the Utility Agreement with Signature Land Development Corporation for Thomas Farms Phase 1C and authorize the Township Supervisor and Clerk to execute same.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

Step II Condominium  
Review – Shadybrook,  
Phase III

This is a request from Westview Capital, LLC for Step II Condominium Review. If approved, the project would include 48 single-family residential units as part of the final phase of the existing Shadybrook residential subdivision. The subject site is located on the north side of Clark Road, east of Panther Drive, just west of the I-69 overpass, and south of DeWitt High School, in the southwest ¼ of Section 17 and the southeast ¼ of Section 18 of DeWitt Charter Township (Parcel #050-018-400-015-52).

Step II condominium approval is similar to final preliminary plat approval for a subdivision. It signifies that the final design and engineering of the development, including the infrastructure systems, has been reviewed and found acceptable by the respective public agencies and the Township Engineer. Correspondingly, the applicant may proceed with construction of the infrastructure upon receipt of Step II approval.

Step II review also entails evaluating the plan for consistency with the preliminary design and any conditions from Step I approval that the project was subject to.

This phase of Shadybrook was originally proposed and planned to be completed by developer, LD Clark, but the project never came to fruition and the property sat vacant until the current applicant purchased the property with the intent to develop it with the same initial subdivision design and lot layout. At this point, only a lift station was constructed within the area which will contain Phase III.

A Site Condominium project is made official through the recording of a Master Deed with the Register of Deeds. The Township is interested in the Master Deed because it includes the restrictions for the development and spells out maintenance responsibilities for open spaces and other common elements that are available for benefit of the residents in the development.

As part of the Step II preliminary review procedure, applicants are required to submit a copy of the proposed deed restrictions or covenants. The applicant provided a copy of the draft master deed that will cover this phase of the condominium project. The Master Deed will be subject to the Township Attorney's review and approval prior to Step III, Final Plat Approval.

The Planning Commission held a public hearing on this request at the May 2, 2022 regular meeting. The Commission found, with the recommended conditions, that the development is designed in accordance with applicable ordinance standards.

**Fedewa moved, Smith seconded, to grant Step II approval for the Shadybrook Phase III project, based on the plans last revised and received on April 14, 2022, subject to the following conditions:**

- 1. The final plan shall indicate the presence of street lights that meets the requirements of the Township.**
- 2. The Master Deed shall be subject to review and approval by the Township Attorney prior to Step III final plan approval.**
- 3. The applicant shall comply with the requirements of all reviewing and permitting agencies prior to the commencement of construction or issuance of any building permits.**
- 4. The applicant shall enter into a utility agreement with the Township for the construction of the sanitary sewer system serving the site.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

Ordinance 2022-01-01; In January 2022, staff brought forward a draft ordinance which seeks to provide Mobile Food Vending operational standards and regulations pertaining to mobile food vending within DeWitt Charter Township. Based upon discussion at the meeting, staff revisited the initial draft (Food Trucks) which was brought forward and modified the language to incorporate the suggestions which Township Board members provided.

Key areas that have been addressed in the most recent draft ordinance are highlighted below:

- Section 5-35 (2), includes new language pertaining to the prominent display of the Mobile Food Vending License on the Mobile Food Vending Unit or Mobile Food Vending Cart as proof of approval.
- Section 5-35 (3), offers additional language allowing potential applicants a choice of duration for their Mobile Food Vending License.
- Section 5-35 (4), seeks to provide clarification regarding the topic of potential refunds to applicants.
- Section 5-38 (1), provides updated hours of operation for licensed mobile food vendors which are more consistent with other jurisdictions.
- Section 5-38 (7), adds language which allows potential applicants the option to provide dining furniture to patrons.
- Section 5-39 (3), adds the DeWitt Charter Township Fire Department as having the right to enforce the standards described within this draft ordinance.

**Cramton moved, Stump seconded, to receive and set Ordinance 2022-01-01 – Mobile Food Vending for a public hearing on Monday, June 27, 2022.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

In-Car and Body Worn Cameras Bid Award – Police Department

An In-Car and Body Worn Cameras (BWC) Committee was established at the October 11, 2021 board meeting to discuss the considerations around camera implementation and aid in the possible evaluation of received bids. The Township issued a Request for Proposal on March 3, 2022 for In-Car and Body Worn Cameras (BWC) for Police Department use and received three bids from two reputable vendors. The BWC Committee evaluated the bids.

The Committee, Chief Jones, and Manager Dymczyk recommend authorizing an agreement with Axon Enterprise, Inc in an amount of \$165,402 for 17 body worn cameras (BWC) and 8 in-car cameras.

<u>Vendor</u>	<u>Total</u>
Axon Enterprise, Inc. Option 1	\$110,507
Midwest Public Safety	\$111,772
Axon Enterprise, Inc. Option 2	\$165,402

The enhanced quote from Axon Enterprise, Inc. allows for two additional Pro User licenses, redaction services, additional data storage and camera upgrades after two and five years of use.

It was discussed that the recommended option 2 from Axon would be paid over a 5-year period, and a 10% contingency would be added.

**Seeger moved, Ross seconded, to authorize the following actions:**

- 1. Authorize the Manager’s Office to execute an agreement with Axon Enterprise, Inc. for in-car and body worn cameras to be utilized by the Police Department in an amount of not to exceed \$181,942 which includes a 10% contingency.**

**2. To approve the following 2022 budget adjustment equal to one-fifth (the first year's payment) of \$181,942:**

**\$36,389                      To: 207-301-977-000                      From: 101-000-390-000**  
**Police Department – Cap Exp.                      General Fund Balance**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

Interim Chief of Police Chief Gute's last day of employment was May 6, 2022, and since that time, essential Chief of Police duties and responsibilities have been allocated to Lieutenant Jason Jones. He is a tremendous asset to the department and community, and during this period of transition, Manager Dymczyk recommends the award of a one-time payment of \$600 and an additional \$450 per pay period to Lieutenant Jason Jones for acting as Interim Chief of Police effective May 22, 2022.

**Seeger moved, Galardi seconded, to award a one-time payment of \$600, and an additional \$450 per pay period, to Lieutenant Jason Jones for acting as Interim Chief of Police effective May 22, 2022.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

National Night Out Last year, the Township was approached by a very motivated group of residents, and together, hosted a successful National Night Out in front of the Township Hall. This group, and the Public Safety Committee, would again like to host the event on September 24, 2022 from 4PM to 7PM.

The event would again utilize the collective space between the Township Hall and Fire Station 2. Estimated Township costs would include staff time, additional restrooms and possible event shelter. As planning progresses, a more formalized estimation of Township costs will be brought back before the Board. If approved, the resident group will be looking for business community support and participation, which would potentially offset any monetary Township contribution.

Manager Dymczyk recommends Township participation in a National Night Out, building partnerships between public safety departments and the community, on September 24, 2022, from 4PM to 7PM, held at the Township Hall parking lot.

National Night Out is an annual community building campaign that promotes police-community partnerships and neighborhood camaraderie to make our neighborhoods safer, more caring places to live. Nationally, this event is held on the first Tuesday in August.

**Ross moved, Seeger seconded, to approve Township participation in a National Night Out event, building partnerships between public safety departments and the community, on September 24, 2022, from 4PM to 7PM, to be held at the Township Hall parking lot, with formalized Township costs to be brought back before the Board.**



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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

**EXTENDED PUBLIC, STAFF, & BOARD COMMENTS** John Andrews introduced himself to the Board as a candidate running for Clinton County Commissioner in District 6.

Lenore O’Jibway addressed the Board about her request to allow the raising of chickens and other farm animals in residentially zoned areas of the Township. She also feels that the Township could subsidize and encourage residents to grow their own vegetables.

Planner Alex Bahorski presented that the Zoning Board of Appeals denied a setback variance request. There will not be a Corridor Improvement Authority meeting this month. He also previewed the business at the upcoming Planning Commission meeting in June.

Fire Chief Dave DeKorte updated the Board on a mutual aid response at Park Lake. There was recently a semi-truck fire on I69. Chief DeKorte informed the Board that traffic control during calls is becoming an increasing concern as drivers are not adapting appropriately to the hazardous conditions. There is a multi-department vehicle extrication training this evening, and Chief DeKorte will be attending arson school this week.

Interim Chief of Police Jason Jones informed the Board that he is attempting to hire for the final open Police Officer position and that qualified candidates are becoming increasingly difficult to find.

Manager Dymczyk offered updates on the following:

- Clinton County Road Commission meeting concerning traffic conditions on Solon Road
- SCCMUA Public Hearing to review proposed plant upgrades
- MMRMA risk loss prevention meeting
- Granger Meadows Park Improvement bids to go out this week
- Port Lansing site readiness
- DeWitt Public Schools Community Showcase
- Bids going out for sidewalk replacement program

Trustee Ross complimented Trustee Fedewa for a recent segment featured on Fox 47 news. He also offered an update on the Lansing Board of Water and Light.

**ADJOURNMENT**

**Seeger moved, Ross seconded, to adjourn 8:45 PM.**

**Motion voted and carried.**

Respectfully submitted,



Adam Cramton, Clerk



Rick Galardi, Supervisor