



1401 W. Herbison Road, DeWitt, MI 48820
June 27, 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 7:00 PM with the Pledge of Allegiance.

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

MEMBERS ABSENT Treasurer Sandy Stump.

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

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

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

NAYS: None.

ABSENT: Stump.

Motion carried.

CONSENT AGENDA **Seeger moved, Fedewa seconded, to approve the Consent Agenda which included the following: Board of Trustees regular meeting draft minutes, June 13, 2022; Planning Commission regular meeting draft minutes, June 6, 2022; Zoning Board of Appeals regular meeting draft minutes, May 18, 2022; and General Vouchers 74326-74382.**

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

NAYS: None.

ABSENT: Stump.

Motion carried.

PUBLIC COMMENT None.

PRESENTATION None.

PUBLIC HEARING **The Public Hearing was called to order at 7:04 PM by Supervisor Galardi.**
Ordinance 2022-01-01;

Mobile Food Vending (Food Trucks) In January, staff brought forward a draft ordinance which seeks to provide operational standards and regulations pertaining to mobile food vending within DeWitt Charter Township. Based upon discussion at that meeting, staff revised the initial draft to incorporate the suggestions that the Township Board provided for discussion at the May 23, 2022 meeting. At the May meeting, the only question from the Township Board was regarding Section 5.80 (2) f. requiring the signature of the property owner or authorized agent and if it would be permissible to have a tenant sign the application instead of the property owner. Staff is of the opinion that the property owner or authorized agent should be the required signature. The rationale is that as the property owner and/or landlord, they should coordinate with their tenants and, if you are a tenant, you should coordinate with the property owner.

Fedewa moved, Seeger seconded, to close the Public Hearing at 7:05 PM.

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

NAYS: None.

ABSENT: Stump.

Motion carried.

Ross moved, Fedewa seconded, based on discussions from the January and May meetings, and after finding that the proposed amendments have complied with the process for amending the Ordinance, to approve the first reading of Ordinance 2022-01-01 pertaining to mobile food vendors.

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

NAYS: None.

ABSENT: Stump.

Motion carried.

COUNTY
COMMISSIONER
REPORT

None.

CORRESPONDENCE Correspondence included the following: DeWitt Township Police Department May 2022 activity report; Clinton County Sheriff's Office May 2022 jail billing; and Clinton County Rural Recycling Site Program 2022 annual activity report.

**UNFINISHED
BUSINESS**
Rezoning 22-880002 –
Hubble Construction

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 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. There were no further public comments received regarding the request and the Township Board approved the first reading at their May 23, 2022 meeting.

Fedewa moved, Smith seconded, based on a unanimous recommendation from the Planning Commission, to approve the second 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: Fedewa, Cramton, Smith, Seeger, Ross, Galardi.

NAYS: None.

ABSENT: Stump.

Motion carried.

NEW BUSINESS

Special Use Permit 22-990002 – DeWitt Charter Township

This is a request from DeWitt Charter Township for Special Use Permit 22-990002, to allow upgrades and renovations to existing park amenities within the western portion of the Granger Meadows municipal park. The subject site is located at 1745 Granger Meadows Lane in DeWitt Charter Township, north of Coleman Road, south of E. State Road, east of Old US 27, and west of Wood Road, in Section 34 of DeWitt Charter Township (Parcel #050-034-100-021-60).

Approval of the request would allow the applicant to convert the in-line skating facility into seven (7) pickleball courts and add a shelter, picnic tables, and associated recreational amenities such as hammocks, children’s play structures, and permanent cornhole boards. The site plan also seeks to provide a repaved walkway around the amenities, provide a food truck parking space, and restripe the existing ADA accessible parking spots. The property is located in the A, Agricultural Zoning District and a Public Recreation Facility is permitted by Special Use Permit subject to the regulations of Section 4.25 of the Zoning Ordinance.

There were several questions and a discussion pertaining to the nature of the development and the reasoning behind proposing certain amenities that were raised by the Planning Commission at the June 6, 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 agency; and the requirements of the Zoning Ordinance for special use permits, the Planning Commission voted 5-0 to recommend 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 22-990002 from DeWitt Charter Township to convert the inline hockey facility into pickleball courts, shelter, picnic tables, and associated amenities as described and defined in the application materials, on the existing site identified as parcel #050-034-100-021-60. Approval is recommended on the following conditions:

- 1. That the applicant shall provide the Clinton County Drain Commissioner’s Office a copy of the final plans for their records.**
- 2. That the applicant shall satisfy the requirements of all other required reviewing agencies.**
- 3. That the applicant shall comply with any other Federal, State, County, or Township regulations.**

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

NAYS: None.

ABSENT: Stump.

Motion carried.

Set Hearing – 16262 S.
US 27 Revocation

Public Safety Departments have been working to address out of compliance ordinance and code concerns at 16262 S. US 27 since February of 2022. To date, the property in question is not in compliance. Per Township ordinance a public hearing is required prior to additional actions taken towards ordinance and code compliance. Manager Dymczyk recommends setting a public hearing for the revocation of Hotel/Motel license No. CHML22-06 for the Town and Country Motel for July 25, 2022 at 5:30PM.

Once the revocation hearing date is set, notice will be issued to the property owner. Attorney David Revore will be present and representing the Township's ordinances and compliance efforts.

Ross moved, Seeger seconded, to set a public hearing for the revocation of Hotel/Motel license No. CHML22-06 for the Town and Country Motel on July 25, 2022 at 5:30PM.

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

NAYS: None.

ABSENT: Stump.

Motion carried.

Metro Act Approval –
Winn Telecom

In 2002, the State of Michigan passed PA 48, known as the Metro Act. This created a standard agreement between utility companies and local jurisdictions for the use of right-of-way. In turn, the Township receives a yearly distribution from the State based upon the number of miles. The Township is required to use these funds to offset the cost of maintaining the right-of-way. This agreement with Winn Telecom is for an initial duration of fifteen (15) years, and can be extended for five (5) years up to three (3) times, for a total of thirty (30) years.

Trustee Ross inquired if, during the legal review, it were possible to come to an agreement with the applicant about tree trimming and coordinating with the property owner. Additionally, he'd be interested in what revenue the Township receives from Metro Act agreements.

Trustee Seeger and Trustee Fedewa are both interested in the growth of Fiber Optic communications for underserved residents of the Township.

Galardi moved, Seeger seconded, to authorize the Township Clerk to execute a Metro Act Right of Way Permit with Winn Telecom expiring June 27, 2037, pending legal review.

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

NAYS: None.

ABSENT: Stump.

Motion carried.

DeWitt Township
Public Safety Block
Party

At the May 23rd Board meeting, the Board of Trustees authorized participating in a local National Night Out event building partnerships between public safety departments and the community, to be held on September 24, 2022, from 4PM to 7PM at Township Hall

parking lot, with formalized Township costs to be brought back before the Board. After some consideration, with the volunteers and Public Safety Committee working towards hosting the event, Manager Dymczyk recommends a name change from National Night Out to DeWitt Township Public Safety Block Party. It is believed that the name change would better highlight local sponsors and lessen the requirements that are associated with a nationally celebrated event.

Galardi moved, Cramton seconded, to authorize the name change of an event to be held on September 24, 2022 from 4PM to 7PM building partnerships between public safety departments and the community at Township Hall parking lot to DeWitt Township Public Safety Block Party.

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

NAYS: None.

ABSENT: Stump.

Motion carried.

Firefighter Jared
Brummette Merit Pay

Firefighter Brummette has been with the department since May of 2017, achieving the designation of Firefighter I & II and Medical First Responder(MFR). Mr. Brummette makes numerous calls out of Station 1 and also assists new members with their onboarding training. Since joining the department, Mr. Brummette has been a tremendous asset to the community and the professional development of the department.

The members of the Fire Department are required to be MFR certified. While many members have passed the MFR class and exam, some have struggled with the National Registry Exam which is a State of Michigan requirement for the MFR certification. Mr. Brummette has gone out of his way to assist four members of the department with studying for the test offering study techniques, flash cards and individual study sessions. All four assisted members have passed the National Registry Exam. For these efforts above and beyond his duties of paid-on-call firefighter, Manager Dymczyk recommends a one-time merit pay bonus of \$250 to Mr. Jared Brummette.

Trustee Fedewa highlighted some of the specific activities and character traits that make Mr. Brummette very much deserving of this recognition.

Fedewa moved, Smith seconded, to authorize a one-time merit pay bonus of \$250 to Mr. Jared Brummette for the assistance given to fellow DeWitt Township firefighters furthering their professional careers within the field of public safety.

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

NAYS: None.

ABSENT: Stump.

Motion carried.

Public Safety
Committee
Appointment

Doug Burke has applied to serve on the Public Safety Committee. He has worked for the State of Michigan, City of Lansing, and Lansing Community College as a Firefighter, EMT, Paramedic, and Instructor. He is also a former Paid-on-Call Firefighter with DeWitt Township and continues to be passionate about Public Safety in this community. He comes to the assignment recommended by Fire Chief DeKorte.

With this appointment, DeWitt Charter Township will have the following Committee vacancies:

- Board of Review – 1 (alternate, ending 1/1/2023)

- Corridor Improvement Authority – 2 (ending 12/31/2025)
- Salary Compensation Commission – 1 (ending 12/31/2023)
- Zoning Board of Appeals – 1 (ending 12/31/2023)

Seeger moved, Ross seconded, to concur with Supervisor Galardi’s appointment of Doug Burke to the Public Safety Committee for the remainder of a 4-year term that expires on 12/31/2023.

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

NAYS: None.

ABSENT: Stump.

Motion carried.

EXTENDED PUBLIC, STAFF, & BOARD COMMENTS
Planner Alex Bahorski informed the Board that the June ZBA meeting was cancelled and that the agenda for the upcoming Planning Commission meeting is to be produced soon.

Fire Chief Dave DeKorte updated the Board on the recent uptick in medical calls. He will be attending training at Oakland Community College that will focus on the extinguishing of Electrical Vehicle fires.

Manager Dymczyk offered updates on the following:

- Local media coverage of Bola Wrap demonstration
- Granger Meadows Park improvements bid opening
 - Timeline likely pushed into 2023 due to supply items
- MERS annual actuarial evaluation report provided – Police retirement program is 76% funded at this time
- Township employees attended the Lugnuts baseball game compliments of Lansing Board of Water and Light
- Police Chief interviews – 15 applicants, committee interviewed 5 applicants, 2 will be brought before the Board
 - Board will convene at 3:30 PM on July 11 for the purpose of conducting interviews
- SCCMUA Director Gurski will present the SCCMUA budget at the next Board meeting

Trustee Seeger engaged the Board in a discussion about the recent listing of the historic Gunnisonville Schoolhouse.

Faye Hagy and Bruce Omundson, both Township residents, engaged in the discussion with the Board about the options available for preservation of the schoolhouse.

Clerk Cramton presented an update on the upcoming August 2, 2022 Primary Election.

- Machines and ballots are being tested
- Election Commission meeting scheduled for July 6
- 1,763 Absentee Ballots being prepared for mailing

Trustee Ross notified the Board that his term on the Lansing Board of Water and Light expires this week. He thanked the Board of the opportunity.

Supervisor Galardi spoke of upcoming meetings regarding development opportunities within the Township.

ADJOURNMENT **Seeger moved, Ross seconded, to adjourn 8:03 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