



1401 W. Herbison Road, DeWitt, MI 48820
August 9, 2021 Board of Trustees Meeting Minutes

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

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

MEMBERS ABSENT Supervisor Rick Galardi.

ALSO PRESENT Police Chief Mike Gute, Fire Chief Dave DeKorte, and Manager Andrew Dymczyk.

Cramton moved, Ross seconded, to appoint Trustee David Seeger as acting Chair for the remainder of the meeting.

Motion voted and carried.

AGENDA Fedewa moved, Smith seconded, to approve the Agenda.

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

NAYS: None.

ABSENT: None.

Motion carried.

CONSENT AGENDA Ross moved, Stump seconded, to approve the Consent Agenda, which included the following: Board of Trustees Regular Meeting Draft Minutes, July 26, 2021; and General Vouchers 73195-73265 and Tax Vouchers 9244-9263.

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

NAYS: None.

ABSENT: None.

Motion carried.

PUBLIC COMMENT None.

PUBLIC HEARING None.

PRESENTATION Police Chief Mike Gute introduced new Police Officer, Andrew Wiswasser. Officer Wiswasser is thankful to be serving the residents of DeWitt Township and appreciates the support that he has received from the Department, the Manager's Office, and the Board of Trustees.

COUNTY COMMISSIONER REPORT None.

CORRESPONDENCE Correspondence included the following: DeWitt Township 2021 July Board of Review.

UNFINISHED BUSINESS None.

NEW BUSINESS

POLC Supervisory and Non-Supervisory Contracts DeWitt Charter Township has received the Arbitrator's award of both union contracts, and each contract has been reviewed by each parties' representatives. Listed below is a summary of the awards for each unit:

Non-Supervisory Contract

Duration – Union's Last Best Offer (LBO)

The contract term is 5 years from January 1, 2019, to December 31, 2023.

Wages – Union's LBO

2019: 2%

2020: 2.4%

2021: 2.5%

2022: 2.5%

2023: 2.5%

Pension FAC Definition – Union's LBO

The award maintains status quo on what is included in the final average compensation calculation. Final average compensation includes base wage, longevity, vacation payout, overtime, and holiday payouts.

Pension Employee Contribution Cap – Employer's LBO

The award maintains status quo on employee pension contributions. No cap on employee contributions towards pension benefit.

Defined Contribution Plan for New Hires – Employer's LBO

All new employees hired after September 1, 2020, will participate in the Defined Contribution Plan, with an Employer contribution of 10% of base wage. Employee has the option to contribute, with up to 2% matched by Township into a 457 retirement account.

Overtime Equalization – Employer's LBO

Overtime shall first be offered to on-duty personnel. If no on-duty personnel accepts voluntary overtime, overtime is offered to personnel scheduled to work shifts later in the same day. If time permits, the overtime shall be offered to personnel not scheduled to work on that same day on a seniority basis.

Vacation – Union's LBO

Vacation time will be paid to employees who separate employment for any reason provided that the employee has successfully completed their probationary period and provides two (2) weeks written notice prior to resignation or retirement.

Supervisory Contract

Duration - Union's LBO

The contract term is 5 years from January 1, 2019, to December 31, 2023.

Wages - Employer's LBO

The award maintains status quo with Sergeants of the department earning a wage 12% over top patrol officer's base wage and the Lieutenant earning a wage 19.5% over top patrol officer's base wage.

Personal Leave Use Increments- Union's LBO

Employees have 36 hours of personal leave to be used in one-hour increments.

Pension FAC - Union's LBO

The award maintains status quo on what is included in the final average compensation calculation. Final average compensation shall include base wages, longevity, vacation payout, overtime, and holiday payouts.

Pension Employee Contributions - Employer's LBO

The award maintains status quo on employee pension contributions. No cap on employee contributions towards pension benefit.

Retirement/Pension New Hires - Employer's LBO

Employees promoted into unit on or after September 1, 2020, with a MERS Defined Benefit Plan shall be placed into this unit's Defined Benefit Plan. Employees promoted into this unit on or after September 1, 2020, with a Defined Contribution Plan shall be placed into this unit's Defined Contribution Plan.

Employees hired into this unit from outside the Non-Supervisory unit on or after September 1, 2020 shall participate in a MissionSquare, formerly ICMA, Defined Contribution Plan with the following terms:

Employer contribution of 10% of base wage and up to a 2% employee/employer match into a 457 retirement account.

Promotions- Employer's LBO

If the Township determines it will fill a vacant Lieutenant position and the Police Chief and Manager determine no internal candidate is qualified for the position, Township retains all rights to outside candidates, if any.

Vacation Payout - Union's LBO

Vacation time will be paid to employees who separate employment for any reason.

At the May 24, 2021, regular board meeting, the Board directed the Manager's Office to explore a letter of agreement with both bargaining units temporarily capping employee contributions at 15% for a period of two years expiring May 24, 2023.

Trustee Ross inquired if the vacation payout for the Supervisor Unit requires a 2 week notice as in the Non-Supervisory Unit contract. Manager Dymczyk responded that it does not require a 2 week notice.

Manager Dymczyk thanked Township Labor Counsel, both Union Stewards, Assistant Manager Julie Coleman, and Police Chief Mike Gute for all of their hard work and dedication to completing this difficult task.

Fedewa moved, Smith seconded, the following actions:

- 1. Ratify the attached Agreement between DeWitt Charter Township and the Police Officers Labor Council for Non-Supervisory Division, which expires December 31, 2023, and authorize the Township Clerk and Township Manager to execute the same.**
- 2. Ratify the attached Agreement between DeWitt Charter Township and the Police Officers Labor Council for Supervisory Division, which expires**

December 31, 2023, and authorize the Township Clerk and Township Manager to execute the same.

- 3. Concur with the execution of a Letter of Agreement with both POLC bargaining units temporarily capping employee contributions at 15% for a period of two years expiring May 24, 2023.**

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

NAYS: None.

ABSENT: None.

Motion carried.

Certificate of Recognition, Joel Wilkins, Jr.

Joel Wilkins, Jr. is a DeWitt Township resident and member of Boy Scouts of America Troop 77 in DeWitt. Joel has achieved the distinction of earning his Eagle Scout award and his Troop wishes the Township Board to recognize this achievement.

Ross moved, Fedewa seconded, to acknowledge the achievement of DeWitt Charter Township resident, Joel Wilkins, Jr., in earning the Eagle Scout award from the Boy Scouts of America.

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

NAYS: None.

ABSENT: None.

Motion carried.

DeWitt Charter Township Remote Meeting Policy

The Clinton County Board of Commissioners has been adopting a local state of emergency for Clinton County throughout the COVID pandemic crisis. This state of emergency granted all public bodies within Clinton County the ability to conduct remote meetings per the recent amendments to the Open Meetings Act (OMA). Members could attend remotely, deliberate, make up the quorum, and vote without actually attending in person.

The Clinton County Board of Commissioners has allowed the most recent local state of emergency to lapse at the end of July without renewal, meaning that remote meeting attendance for members is no longer possible. Having adopted a Public Meeting Policy for DeWitt Township that outlines the procedure for conducting remote meetings, the Board of Trustees should now rescind the procedure that was adopted on April 26, 2021. DeWitt Township will still adhere to the OMA to conduct its meetings, however there will no longer be a policy in place to offer procedures for remote meetings.

Until December 31, 2021, it is still possible for members to fully attend meetings remotely if one of the following conditions is met per the OMA:

- The member has a confirmed illness or injury that prevents them from attending
- A local state of emergency is declared
- The member is actively serving in the military

Cramton moved, Smith seconded, to rescind the DeWitt Charter Township Open Meeting Policy & Procedure Manual adopted on April 26, 2021.

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

NAYS: None.

ABSENT: None.

Motion carried.

EXTENDED PUBLIC, Fire Chief Dave DeKorte informed the Board about a tragic house fire that occurred in
STAFF, & BOARD DeWitt Township on August 4th.

COMMENTS

Police Chief Mike Gute stated that the Officers in the Police Department appreciate the support from the Board.

Manager Dymczyk provided updates on the following:

- CIP Committee meeting
 - 3 current QBS projects
 - Pickleball Courts
 - Sewer Master Plan
- Municipal Building South / new fire station
- EGLE Audit
- OSHA Audit
- Budget 2022
- Road construction signs
- Road construction property restoration

Clerk Cramton offered a brief update on the status of Summer Camp activities at DARA, as well as informing the board that the election process for the November 2nd School Election has officially begun in the Clerk's Office.

ADJOURNMENT **Seeger moved, Ross seconded, to adjourn at 7:25 PM.**

Motion voted and carried.

Respectfully submitted,



Adam Cramton, Clerk


Rick Galardi, Supervisor