



1401 W. Herbison Road, DeWitt, MI 48820  
August 22, 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, Treasurer Sandy Stump, and Trustees David Seeger, Brian Ross, David Fedewa, and Steven Smith.

**MEMBERS ABSENT** None.

**ALSO PRESENT** Manager Andrew Dymczyk, Police Chief Matt Merony, Fire Chief Dave DeKorte, Community Development Director Brett Wittenberg, and several citizens.

**AGENDA** **Seeger moved, Smith seconded, to approve the agenda as presented.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

**CONSENT AGENDA** **Ross moved, Fedewa seconded, to approve the Consent Agenda which included the following: Board of Trustees regular meeting draft minutes, July 25, 2022; Planning Commission regular meeting draft minutes, August 1, 2022; and General Vouchers 74554-74633 Tax Vouchers 9424-9431.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

**PUBLIC COMMENT** None.

**PRESENTATION** None.

**PUBLIC HEARING**  
Port Lansing Site  
Readiness Grant – set  
public hearing

**Supervisor Galardi called the Public Hearing to order at 7:03 PM.**

There were no public comments received during the public hearing nor were any comments received in the Clerk’s Office prior to the public hearing.

**Seeger moved, Fedewa seconded, to close the public hearing at 7:04 PM.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

**COUNTY  
COMMISSIONER  
REPORT**

County Commissioner Ken Mitchell was present to answer any questions from the Board. He informed the Board that the Director for the Tri-County Office on Aging, Marion Owen, is retiring and the search for her replacement has begun.

**CORRESPONDENCE** Correspondence included the following: DeWitt Township Fire Department July 2022 Activity Report; DeWitt Township Police Department July 2022 Activity Report; Clinton County Board of Commissioners July 26, 2022 meeting minutes; and Clinton County Sheriff's Office July 2022 Jail Billing.

**UNFINISHED BUSINESS** None.

**NEW BUSINESS**  
Special Use Permit  
22-990003  
Kelly Garland

The applicant is requesting a Special Use Permit to utilize the site for a dog training and obedience facility. The applicant has laid out a three-phase plan which is expected to be completed by 2023. Phase 1 of the project has been completed and includes a single-family residence and pole barn on site. Phase 2 would add on-site landscaping and irrigation while adding additional parking and driveway space while also fencing in approximately 2 acres of the property for off-leash training exercises. Phase 3 would look to add an additional indoor training building and an additional parking area.

Within the A, Agricultural zoning district, dog training and obedience facilities are permitted by a Special Use Permit on parcels no less than four acres in size and shall be subject to the regulations of Section 4.16 of the Zoning Ordinance as well as any conditions that may be outlined within the Special Use Permit.

At the August 1, 2022 Planning Commission meeting, the Planning Commission had general questions regarding the operation of the facility. 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.

Community Development Director presented a list of questions that was submitted to the Planning Commission from a concerned resident. Trustee Fedewa informed the Board that the list of questions was addressed at the August 1, 2022 Planning Commission meeting to everyone's satisfaction.

**Fedewa moved, Smith seconded, based on the recommendation from the Planning Commission, to approve Special Use Permit 22-990003 from Kelly Garland to operate a Dog Training and Obedience Facility as described in the application materials, on the existing site identified as parcel #050-002-200-040-00. Approval is recommended on the following conditions:**

- 1. That the applicant shall provide a topographic survey or site elevation plan when applying for Phase 3 of the project.**
- 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, Cramton, Ross, Stump, Seeger, Smith, Galardi.**

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

New Municipal Building – Site Selection & Development

The Municipal Building South (MBS) sub-committee continues to meet on a regular basis to progress through all considerations on the MBS project. The committee is recommending parcels 050-470-000-047-00, 050-470- 000-044-00 and 050-470-000-046-00 as the conditional site for Municipal Building South. The proposed location is currently owned by the Township and would provide similar emergency service coverage as the current Fire Station 1.

With confirmation to proceed, the MBS sub-committee will be focusing on the logistics of financing the project and working with vendors, consultants, and staff on a proposed building layout. Recommendations on these items will be brought to the Board of Trustees for approval.

Trustee and MBS sub-committee member Fedewa presented a brief summary of the progress made in the design of the new Fire Station, and that formal site selection is the logical next step.

**Fedewa moved, Ross seconded, to select parcels 050-470-000-047-00, 050-470-000-044-00 and 050-470-000-046-00 as the conditional site of Municipal Building South and authorize the Manager’s Office to begin site development work (survey, geotechnical and Phase I environmental site assessment) at a cost not to exceed \$25,000.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

Metro Act Approval – Merit Network, Inc.

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. The Township has received an application from Merit Network, Inc. for underground conduit from the NW corner of Clark / Schavey, east to the NW corner of Clark / Panther Dr. This agreement with Merit Network, Inc 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.

Fred Koos, 14201 DeWitt Rd., inquired about the relationship of the applicant, as a provider of educational resources, with DeWitt Schools. Clerk Cramton responded that many students at DeWitt High School regularly enroll and attend classes at LCC and MSU, and the application for Metro Act access could facilitate communications between these institutions and DeWitt Schools that would benefit DHS students.

**Galardi moved, Seeger seconded, to authorize the Township Clerk to execute a Metro Act Right of Way Permit with Merit Network, Inc. expiring August 22, 2037, pending legal review**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

Set Public Hearing for Annual Streetlight Assessment It has been the practice of the Township to assess the operating costs for our streetlights back to the property owners in each individual district. The law requires first class mailing to the owners of the properties, publication, and a public hearing before the Township Board, each year prior to those properties being assessed on the Winter tax bill. The Assessing Department is preparing the assessments and the appropriate Resolutions for the Board's consideration. The Board needs to establish the date and time for the public hearing.

**Cramton moved, Galardi seconded, to schedule a public hearing to hear comments relative to the annual assessment for street lighting costs for each streetlight district on Monday, September 26th 2022, at 7:00 p.m. and authorize the Township Clerk to take care of the appropriate public notices and mailings.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

EXTENDED PUBLIC, STAFF, & BOARD COMMENTS Randy Campbell, 805 E. Sheridan Rd., again updated the Board with his recent observations and concerns about Rotunda Mobile Home Park. Manager Dymczyk provided an update of actions by DeWitt Township Police, and the DeWitt Township Building Department, in an effort to prevent illegal and dangerous activity. The effort is ongoing and Supervisor Galardi encouraged Mr. Campbell to continue to call 911 if he observes any activity that concerns him.

Community Development Director Wittenberg informed the Board that Planning Commission has approved a site plan for Hubble Construction and that new developments and code enforcement are keeping the department busy.

Fire Chief Dave DeKorte updated the Board about a recent multi-car collision on US 27. The LUCAS device has been deployed twice successfully in the last week.

Police Chief Matt Merony presented an update on a recent investigation of damage at Sheridan Road School.

Manager Dymczyk offered updates on the following:

- Brook Road fire cleanup is complete
- Police Department lateral posting negotiation
- 2023 Budget update
- Miracle League fund raising
- Sanitary Sewer potential expansion on Dill Rd.
- New Police Chief
- CIP Committee Meeting
- Fire Lane Ordinance consideration and discussion

Clerk Cramton informed the Board that Herbison Road between Schavey and US 27 will be under construction with lane restrictions for the remainder of the week.

Supervisor Galardi offered comments about future developments in the Township and the potential for developments to offset the cost of the services that the Township provides.

ADJOURNMENT      **Seeger moved, Ross seconded, to adjourn 7:45 PM.**

**Motion voted and carried.**

Respectfully submitted,



Adam Cramton, Clerk



Rick Galardi, Supervisor