



1401 W. Herbison Road, DeWitt, MI 48820  
September 25, 2023 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** **Smith moved, Galardi seconded, to approve the agenda as amended to remove new business item number two, Police Officer New Hire.**

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

**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, September 11, 2023; Planning Commission regular meeting draft minutes, September 5, 2023; and General Vouchers 76056-76106, Tax Vouchers 9609-9616.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

**PUBLIC COMMENT** None.

**PRESENTATION** None.

**PUBLIC HEARING**

**Annual Street Lighting Assessment - Resolution 2023-09-14 through 2023-09-62** At the August 28th meeting, the Board set a public hearing to hear comments relative to the annual assessment for street lighting costs for each streetlight district on Monday, September 25th, 2023, at 7:00 p.m. The public hearing notice was published and the Assessing Office sent out approximately 3,000 letters regarding the annual street lighting assessments. There have been several resident inquiries for explanation, and several requests for streetlight repairs. One formal written protest was received.

**Supervisor Galardi opened the public hearing at 7:03 PM.**

Stacey McNamara, 3860 Danbridge Dr., wondered why a special assessment is required if it is assessed every year. Clerk Cramton explained that the assessment is reestablished every year due to fluctuating energy costs and the unpredictable cost of maintaining the

streetlight network. These costs are paid by the Township and assessed back to the residents in the districts as established by the energy companies.

Community Development Director Brett Wittenberg added that streetlights are a requirement for new development.

Ms. McNamara asked why the Township can't assess the costs to the individual Homeowner's Associations. Clerk Cramton responded that not every district has an HOA, and most neighborhoods have been built in phases with multiple streetlight districts.

Trustee Smith asked if the poles and fixtures used in a multi-phase development can be coordinated to match for uniformity of appearance. Director Wittenberg responded that the developer coordinates this desire with the utility company.

**Seeger moved, Fedewa seconded, to close the public hearing at 7:13 PM.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

**Cramton moved, Stump seconded, to adopt Resolutions 2023-09-14 through 2023-09-62 authorizing the 2023 annual assessment of street lighting costs.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

COUNTY  
COMMISSIONER  
REPORT

None.

CORRESPONDENCE

Correspondence included the following: DeWitt Township Police Department August 2023 Activity Report; DeWitt Township Fire Department August 2023 Activity Report; DeWitt Township Fire Department 2022 Annual Report; Clinton County Board of Commissioners meeting minutes, August 29, 2023; Clinton County Board of Commissioner Notice of Public Hearing; Clinton County Sheriff's Office August 2023 Jail Billing; and Clinton County Department of Waste Management Recycling Options.

UNFINISHED  
BUSINESS

Resolution 2023-09-13  
Tri-County Hazard  
Mitigation Plan

Many communities combined efforts over the past year to update the Tri-County Hazard Mitigation Plan. The plan must be updated every five years, and this updated version has recently been accepted and approved by the Federal Emergency Management Agency (FEMA). An approved hazard mitigation plan makes the Tri-County Region, and its communities, eligible for a variety of federal hazard mitigation grant programs and opportunities.

The Michigan Emergency Management and Homeland Security Division's (EMHSD) Hazard Mitigation Team can assist in identifying opportunities as they arise. Key

programs that could benefit the Region are the Hazard Mitigation Grant Program (HMGP), the Flood Mitigation Assistance Program (FMA) program and the Building Resilient Infrastructure and Communities (BRIC) program; all provide opportunities to apply for hazard mitigation funding to support hazard mitigation projects identified in the hazard mitigation plan.

Clinton County has adopted this most recent version of the plan and now it is up to other jurisdictions within the county to decide if they also want to adopt the plan. According to MSP EMHSD, the following jurisdictions within Clinton County are considered “participating jurisdictions” and can adopt the updated plan as is:

- Dallas Township
- DeWitt Township
- Olive Township
- Riley Township
- Victor Township
- Watertown Township

The Board considered this item at the September 11th meeting. At that time the Board voted to postpone action to allow more time for review.

Fred Koos, 14201 DeWitt Rd., inquired if it is true that the County will be funding new emergency alert sirens, and when they will be constructed. Without knowledge of this commitment, Manager Dymczyk committed to responding to Mr. Koos with an answer.

**Seeger moved, Smith seconded, to approve Resolution 2023-09-13 adopting the Tri-County Hazard Mitigation Plan of Clinton, Eaton, and Ingham counties, 2023 update.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

#### NEW BUSINESS

Police Officers Labor Council Supervisory Division Contract January 1, 2024 through December 31, 2027

The current labor agreement with the Police Officers Labor Council (POLC) Supervisory Division expires on December 31, 2023. The Manager’s Office has been working diligently with the Union Stewards of this Division on a successive agreement that continues fair compensation, high quality of service and sustainability of the Township policing model. Manager Dymczyk recommends ratification of the agreement between DeWitt Charter Township and Police Officers Labor Council Supervisory Division, for a term of January 1, 2024 through December 31, 2027.

Manager Dymczyk summarized the negotiation process and his immense satisfaction with how it progressed. He adds that the agreement includes two New Year’s Holidays and will be corrected before ratification.

Sergeant Wiswasser described the unique approach to negotiation, and feels that it is a model that builds trust going forward. He feels that open dialogue is important to the process when the issues being covered are not easy to discuss. He feels that plan in place is fair for everyone involved. He encouraged the Board to be proud of the way business is handled in the Township, both at the Board, and in the departments.

Sergeant Rochford added his gratitude to the Board and is also extremely proud of what has been accomplished. He offered thanks to Manager Dymczyk and Assistant Manager Coleman. He feels the negotiation was creative and not adversarial or contentious. He thanked the Board for their trust in letting the unit and Manager’s Office pursue a common goal. Sergeant Rochford also thanked Chief Merony for his leadership and behind-the-scenes support.

Supervisor Galardi extoled the benefits of the honest negotiation undertaken by Rochford, Wiswasser, Dymczyk and Coleman in the span of three meetings.

**Smith moved, Seeger seconded, to ratify the agreement between DeWitt Charter Township and Police Officers Labor Council Supervisory Division for a term of January 1, 2024 through December 31, 2027, with a clarification to the New Year’s Holiday to be made by the Manager’s Office.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

2023 Tax Rate Request (L-4029)

Clerk Cramton provided a copy of form L-4029, 2023 Tax Rate Request to the County Board of Commissioners, for DeWitt Charter Township. This form transmits the millage levy for the Township to Clinton County.

The “Headlee” Reduction Fraction will not affect the amount the Township levies for the operating millage. This is because the Township continues to levy less than the maximum allowable operating millage of 4.4087.

The “Headlee” Reduction Fraction will not impact the Police and Fire Operations Extra-Voted Millages, as there is no reduction this year.

	<u>2023 levy</u>	<u>2022 levy</u>	<u>2021 levy</u>	<u>2020 levy</u>	<u>2019 levy</u>
Operating	3.9736	3.9736	3.9736	3.9736	3.9736
Police	1.2329	1.2329	1.2386	1.2421	1.2463
Fire	<u>1.2329</u>	<u>1.2329</u>	<u>1.2386</u>	<u>1.2421</u>	<u>1.2463</u>
	6.4394	6.4394	6.4508	6.4578	6.4662

It is important to note that the Township still has an addition 0.4351 mills that it could levy without a vote.

**Galardi moved, Stump seconded, to approve the millage rate as presented on form L-4029 that sets the millage rate for 2023 at 3.9736 mills for operating, 1.2329 for police, 1.2329 for fire, and authorize the Township Supervisor and Clerk to execute the same.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

Remy Chandler Drain Assessment In preparation for the special assessment of the Remy Chandler Inter-County Drain project, the Board must establish a public hearing and authorize the creation of the roll.

On September 13, 2021, the Board approved resolution 2021-09-63 directing the Township Supervisor to prepare the tentative special assessment roll. On October 11, 2021, and again on October 25, 2021, the Board failed to adopt resolution 2021-10-64 confirming the assessment roll. The Board agreed to a \$28,568 at-large contribution, and the first of five payments were made by the Township to the inter-county drain board in the summer of 2022.

Trustee Seeger presented that assessment districts, historically, are the way that drain maintenance in Clinton County is funded. Remy Chandler is more complex in that it is an intercounty drain. Ultimately, the landowners that benefit from the maintenance are tasked with paying for the maintenance.

Clerk Cramton noted that in April, the Board considered the possibility of establishing an assessment district, as has been done historically, or to pay the intercounty drain board for the maintenance with at-large funds. The Board unanimously voted to pursue the assessment district as the maintenance only benefits those residents that own property in the district.

Supervisor Galardi committed to ensuring that the public hearing is held to considering the only topic that the Township can control; the establishment of the assessment district and the correct assessment of costs. Any other concerns about the efficacy of the drain or regional development since the last apportionment will be directed to the intercounty drain board or the Clinton County Drain Commission.

**Seeger moved, Fedewa seconded, to set a public hearing for October 23, 2023 at 7:00pm for the Remy-Chandler special assessment.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

2024 Proposed Budget Set Public Hearing, Budget Workshop Discussion On September 11, 2023 a draft of the Proposed 2024 Budget was provided for review. The next steps in the budget process are a budget workshop, if desired, and the setting of a public hearing for the 2024 budget.

At this time no member of the Board requested a workshop to review the Budget. Manager Dymczyk committed to a Budget presentation and Q-and-A session during the public hearing.

**Ross moved, Fedewa seconded, to set a Public Hearing on the 2024 Proposed Township Budget for October 23, 2023 at 7:00 PM.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

Administrative  
Assistant II Kelli  
Furgason Merit Pay

Administrative Assistant II Kelli Furgason has been with the Planning Department since July of 2021. She has given exemplary customer service to our community and has taken initiative to improve her skills and knowledge for the position by recently completing the Citizen Planner and Master Citizen Planner programs through the Michigan State University Extension. Ms. Furgason has also worked to collaborate within the department and with Building Department staff to improve/streamline the permitting workflows for utilizing our BS&A software. This improvement to workflows has benefited both our internal processes and our residents. For these efforts beyond her duties of Administrative Assistant II, Manager Dymczyk recommends a one-time merit pay bonus of \$500 to Ms. Kelli Furgason.

Community Development Director Brett Wittenberg expanded on Ms. Furgason's role in the office and in the community. Director Wittenberg is grateful for Kelli Furgason's efforts and is thankful for the Board's consideration for this award.

Trustee Fedewa commented on Ms. Furgason's capabilities; in particular, her ability to facilitate Planning Commission meetings and her pursuit of outside-the-office accreditation requiring presentation to the Commission.

Trustee Smith commented on Ms. Furgason's breadth of knowledge, and her willingness to share when asked for assistance.

**Fedewa moved, Galardi seconded, to authorize a one-time merit pay bonus of \$500 to Ms. Kelli Furgason for her outstanding initiative, collaboration, teamwork within the Planning Department and with other Township staff, and delivering exemplary customer service to our community.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

EXTENDED PUBLIC,  
STAFF, & BOARD  
COMMENTS

Fire Chief Dave DeKorte updated the Board on recent departmental assists of Bath and Delta Townships. Joint training with Lansing Community College was held last week utilizing the ladder truck. Inspector Braska and Chief DeKorte will be attending training later this week.

Police Chief Matt Merony commented on recent retail fraud arrests. Sergeant Wiswasser has completed SWAT Team Commando training and has been appointed Assistant Lead Commander of Clinton County Special Operations Team. He will be attending training next week.

Community Development Director Brett Wittenberg provided an update on the Webb Road pathway project.

Manager Andrew Dymczyk provided updates on the following:

- Pickleball project update, vendor difficulties are being resolved
- Vandalism on new playground equipment, being addressed by the Police Department
- HVAC failure in the Township Hall
- MBS Construction Drawings, out to bid soon, estimate sits a \$12.7M

- Assessing audit results, one minor finding of resolution language, corrected
- Water and Sewer Master Plan draft complete
- Wage study draft
- Non-supervisory Police negotiations ongoing
- MAFF has contacted the Township and meeting dates are being established
- Parking lot repaving project will begin shortly
- Michigan Townships Association legislative update

Trustee Ross wondered what the current status is on the sand and gravel legislation that could potentially preempt local control.

Trustee Seeger introduced his brother, Jon Seeger, who has just relocated back to the area.

Treasurer Stump offered that summer tax collection is wrapping up, and DARA is reviewing their staffing and facility needs.

Supervisor Galardi is interested in seeing a refresh performed on the Miracle League field.

Clerk Cramton provided an update on last week's Early Voting Site open house, and will be presenting election's information and answering questions in a town-hall type format for some local residents tomorrow.

ADJOURNMENT

**Seeger moved, Ross seconded, to adjourn 8:17 PM.**

**Motion voted and carried.**

Respectfully submitted,



Adam Cramton, Clerk



Rick Galardi, Supervisor