



1401 W. Herbison Road, DeWitt, MI 48820  
September 26, 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** **Smith moved, Galardi seconded, to approve the agenda as presented.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

**CONSENT AGENDA** **Seeger moved, Stump seconded, to approve the Consent Agenda which included the following: Board of Trustees regular meeting draft minutes, September 12, 2022; Planning Commission regular meeting draft minutes, September 6, 2022; and General Vouchers 74720-74783, Tax Vouchers 9441-9451.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

**PUBLIC COMMENT** None.

#### **PRESENTATION**

DeWitt Area  
Recreation Authority  
(DARA) 2023 budget  
presentation

DeWitt Area Recreation Authority (DARA) Director, Chad Stevens, gave a brief presentation outlining the proposed 2023 DARA budget.

Trustee Smith questioned the use of 2010 Census numbers in the calculation of community contributions. Director Stevens replied that this was a typo and that 2020 Census number were used.

Director Stevens spoke of the improvements made to the programs over the last year, and focused specifically on a new partnership with Community Mental Health. The Township Board complimented Director Stevens on his continued effective management of the DARA budget, and tasked the DARA Board with ensuring that Director Stevens is compensated appropriately for the work that he does on behalf of the authority.

**Galardi moved, Stump seconded, to receive and place on file the DeWitt Area Recreation Authority 2023 Budget.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

**PUBLIC HEARING**

Public Hearing –  
Annual Street Lighting  
Assessment Resolution  
2022-09-12 through  
2022-09-60

The Assessing Office sent out approximately 3,000 letters regarding the annual street lighting assessments. There have been several resident inquiries for explanation, several requests for streetlight repairs, and two formal protests.

**Supervisor Galardi opened the public hearing at 7:31**

Clerk Cramton explained that two formal written protests have been received and that action is being taken by the Assessing Office.

Tim Selfridge, 14891 Shamrock Trl., noticed that the operating cost for LED lights is higher than that of the old HPS lights and inquired as to why. Clerk Cramton responded that it was his understanding that there is some installation and maintenance rolled into the cost. Trustee Ross, who recently completed his tenure on the Board of Water and Light, concurred that the cost to install LED on old fixtures is high, although the long-term operational cost will be much lower than HPS. Both Board members encouraged Mr. Selfridge to reach out to the utility and the Township Assessing office for more information.

**Smith moved, Galardi seconded, to close the public hearing at 7:39.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

**Ross moved, Smith seconded, to adopt Resolutions 2022-09-12 through 2022-09-60 authorizing the 2022 annual assessment of street lighting costs.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

**COUNTY  
COMMISSIONER  
REPORT**

None.

**CORRESPONDENCE**

Correspondence included the following: DeWitt Township Police Department August 2022 activity report; DeWitt Township Fire Department August 2022 activity report; DeWitt Township 2022 Goal Performance Dashboard Q3; Clinton County Broadband Initiative letter; Clinton County Board of Commissioners meeting minutes, August 30, 2022; Clinton County Sheriff's Office August 2022 jail billing; DeWitt Township Climate Change Initiatives – Dale Dailey; and a letter from resident Bobbie Dougherty.

Bobbie Dougherty, 1451 W. Webb Rd., informed the Board of her desire to have the upcoming installation of a roadside path moved to the opposite side of the road. Manager

Dymczyk informed her that there will be an open house for the public to learn about the pathway and voice any concerns on October 20, from 4:00 PM to 7:00 PM.

Planning Commissioner Dale Dailey spoke to the Board about his concerns for climate change and highlighted that the recent passage of the Inflation Reduction Act has made funds available to residents to facilitate purchases such as solar panels and electric vehicles. He feels that climate initiatives, with Board support, can be part of future planning and the Master Plan update.

UNFINISHED  
BUSINESS

None.

NEW BUSINESS  
Municipal Building  
South (MBS)  
Schematic Design  
Phase Authorization

The Municipal Building South (MBS) sub-committee continues to meet on a regular basis to progress through all considerations on the MBS project. At this point in the process, the committee is ready to proceed with a Schematic Design Phase. Prior to entering this portion of the project, it is critical that Williams Architects, the MBS sub-committee, and the Board of Trustees are operating with the same set of project assumptions. These assumptions will act as guiding expectations as progress is made in the Schematic Design Phase. This phase will include floor plans, site plans and building elevations.

The MBS sub-committee met on September 20<sup>th</sup> to discuss the site footprint, target space analysis, cost estimate and other building considerations. At this time, the MBS sub-committee recommends option 3 as a site footprint with a determination to be made later on location of the training tower and Police Department garage. The sub-committee also recommends the March 23, 2022 target space analysis and the cost estimate from AVB which includes a 24.7% contingency. Manager Dymczyk recommends confirmation of the MBS sub-committee's recommendations regarding the site footprint, target space analysis and cost estimate.

The MBS sub-committee also discussed the current and future fire service models and community growth. If the fire service model is going to change in the future, a determination will need to be made if this building should be built to that future model or have capacity to adapt when change occurs.

Mark Bushhouse from Williams Architects attended via Zoom.

Trustee Smith inquired as to how the committee arrived at option 3 as the building layout. Chief DeKorte and Trustee Fedewa explained the factors that informed the decision.

Fred Koos, 14201 DeWitt Rd. expressed concern for the turning radius for apparatus. Mark Bushhouse responded that they do an analysis of the possible apparatus usage and, in some cases, will perform a practical experiment with cones in a parking lot to demonstrate accessibility. Mr. Koos then complimented the training facilities included in the initial design.

**Stump moved, Cramton seconded, to confirm the recommendations of the MBS sub-committee on site footprint, target space analysis, cost estimate and authorize the Manager's Office to complete documentation entering the Schematic Design Phase with Williams Architects.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

2022 Tax Rate Request (L-4029) Clerk Cramton provided the updated form L-4029, 2022 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 impact the Police and Fire Operations Extra-Voted Millages, reducing each by 0.0057 mills.

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

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

**Seeger moved, Ross seconded, to approve the millage rate as presented on form L-4029 that sets the millage rate for 2022 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: Fedewa, Seeger, Stump, Cramton, Ross, Smith, Galardi.**

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

SCCMUA 2021 Fund Balance The Southern Clinton County Municipal Utilities Authority (SCCMUA) has notified us that we have \$208,781.84 in unreserved retained earnings. This number was determined after their audit was performed. The monies represent excess funds remaining in their fund balance. Every year the Township is asked how we wish to have these funds applied. The Township has three options:

1. The money can be left at SCCMUA and applied to our reserves for future projects.
2. Reduce our monthly SCCMUA payments.
3. Request that the money be returned to the Township’s sanitary sewer enterprise fund.

Manager Dymczyk recommends that the funds be returned to the Township’s sanitary sewer enterprise fund.

**Cramton moved, Galardi seconded, to authorize the Township Manager to advise SCCMUA to return the \$208,781.84 from SCCMUA to the Township’s sanitary sewer enterprise fund.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

Rotunda Trailer Park – Resolution #2022-09-64 – The Township has continued to address violations to the International Property Maintenance Code and the Township’s Code of Ordinances at 16937 S. US Highway 27, Lansing, Michigan 48906, (commonly known as Rotunda Trailer Park). There has been limited response from the property owner on these matters of public safety. Manager Dymczyk recommends adoption of Resolution #2022-09-64 pursuing all necessary legal action to remove the nuisance and otherwise enjoin further noncompliance with the International Property Maintenance Code and the Township’s Code of Ordinances.

**Seeger moved, Smith seconded, to adopt Resolution #2022-09-64 pursuing all necessary legal action to remove the nuisance and otherwise enjoin further noncompliance with the International Property Maintenance Code and the Township’s Code of Ordinances.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

**EXTENDED PUBLIC,  
STAFF, & BOARD  
COMMENTS**

Deirdre Thompson, 11891 Schavey Rd., thanked the Township for the Public Safety Block Party event held on the previous Saturday. She also voiced her concerns for the memo submitted by Planning Commissioner Dailey. She found the memo to be vague, and feels that misinformation regarding climate change is prevalent in general. She calls on the Township and Clinton County to continue to be fiscally responsible.

Manager Dymczyk offered updates on the following:

- 2023 Budget process
  - The Board will continue to review the draft budget and a workshop will be called if necessary
  - In order to meet planned timing, it is necessary to set a public hearing

**Ross moved, Galardi seconded, to set a public hearing of the 2023 DeWitt Charter Township Budget on October 24 at 7:00 PM.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

- SCCMUA plant improvements, agreement sent to legal review
- MBS cost update, public engagement, financing
- Thank you to all who facilitated the Public Safety Block Party

Trustee Smith requested clarification and the process for submitting correspondence after publishing of the agenda. Clerk Cramton informed the Board that he will no longer attempt to modify the agenda after it has been published on the prior Thursday. Any one wishing to convey correspondence to the Board after publication will be required to do so in person at the scheduled meeting.

Trustee Fedewa complimented the MBS committee.

Supervisor Galardi spoke about potential new property developments that could continue to increase the tax base and offset future Headlee Amendment millage rollbacks.

Police Chief Matt Merony recapped the successful Public Safety Block Party.

Fire Chief Dave DeKorte thanked the Public Safety Block Party organizers and sponsors. There was a vehicle accident on I69 in the morning which impacted setup, but everything went to plan. Chief DeKorte also expressed his appreciation of the MBS Committee for the different and unique perspectives that inform the decisions brought to the Board.

ADJOURNMENT      **Seeger moved, Ross seconded, to adjourn 8:46 PM.**

**Motion voted and carried.**

Respectfully submitted,



Adam Cramton, Clerk



Rick Galardi, Supervisor