



1401 W. Herbison Road, DeWitt, MI 48820
October 24, 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, Brian Ross, and David Fedewa.

MEMBERS ABSENT David Seeger and Steven Smith

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

AGENDA **Galardi moved, Fedewa seconded, to approve the agenda as presented.**

AYES: Stump, Fedewa, Ross, Cramton, Galardi.

NAYS: None.

ABSENT: Seeger, Smith.

Motion carried.

CONSENT AGENDA **Ross moved, Galardi seconded, to approve the Consent Agenda which included the following: Board of Trustees regular meeting draft minutes, October 10, 2022 Planning Commission regular meeting draft minutes, October 3, 2022; and General Vouchers 74831-74889 Tax Vouchers 9464-9471.**

AYES: Stump, Fedewa, Cramton, Ross, Galardi.

NAYS: None.

ABSENT: Seeger, Smith.

Motion carried.

PUBLIC COMMENT None.

PRESENTATION None.

PUBLIC HEARING
2023 DeWitt Charter
Township Budget
Adoption and
Appropriation

The Township Board reviewed the 2023 Budget at the September 12th and October 10th board meetings.

The Public Hearing was called to order at 7:03 PM by Supervisor Galardi.

Manager Dymczyk provided the Board with a presentation highlighting the increase in both revenue and expenditures that influenced the 2023 budget. Large expenditure projects, Municipal Building South and SCCMUA, were discussed as they are not far enough along in their design to be included in the budget.

Fred Koos, 14201 DeWitt Rd. inquired about the scope of improvements planned for the SCCMUA plant. Supervisor Galardi, Manager Dymczyk, and Trustee Ross all elaborated on the mechanical and process improvements to the plant that will increase capacity.

Greg Whitlock 12625 S US 27 asked the Board if there was any discussion about regional fire service partnerships. Supervisor Galardi responded that analysis and discussion is ongoing.

Manager Dymczyk thanked the staff that contributed to the budget process.

Stump moved, Ross seconded, to close the public hearing at 7:29 PM.

AYES: Cramton, Ross, Stump, Fedewa, Galardi.

NAYS: None.

ABSENT: Seeger, Smith.

Motion carried.

Ross moved, Stump seconded, to approve Resolution #2022-10-62 to adopt the 2023 Budget.

AYES: Stump, Fedewa, Cramton, Ross, Galardi.

NAYS: None.

ABSENT: Seeger, Smith.

Motion carried.

Ross moved, Stump seconded, to approve Resolution #2022-10-63 that authorizes the budget appropriations.

AYES: Fedewa, Cramton, Stump, Ross, Galardi.

NAYS: None.

ABSENT: Seeger, Smith.

Motion carried.

**COUNTY
COMMISSIONER
REPORT**

County Commissioner Ken Mitchell updated the Board on the recent selection of a new director for the Tri-County Office on Aging. The County has signed a contract with Sparrow Health Systems for Medical Examiner services, and the County will be updating its fees structure. Additionally, the search for a new County Administrator is ongoing.

CORRESPONDENCE

Correspondence included the following: Q3 2022 Financial Reports; Q3 2022 Cash and Investments; Medical Response Times; DeWitt Township Fire Department September 2022 activity report; DeWitt Township Police Department September 2022 activity report; Clinton County Sheriff's Office September 2022 jail billing; Clinton County Board of Commissioners meeting minutes September 27, 2022; and Clinton County Board of Commissioners meeting minutes October 11, 2022.

**UNFINISHED
BUSINESS**

None.

NEW BUSINESS

Special Use Permit 22-990004 – Meijer, Inc.

The applicant is requesting a Special Use Permit that would allow the construction of a 2,847 square foot addition for expansion of the gasoline service station/convenience store (466 s.f.) and a new drive-thru restaurant (2,381 s.f.) to the north side of the existing 2,640 square foot gasoline service station/convenience store. The convenience store addition is permitted by Special Use Permit as part of the gasoline service station use and drive-thru restaurants are permitted by right. These uses are subject to the requirements of Sections 4.44 and 4.52 as well as any conditions that may be outlined within the

special use permit. This proposed addition requires a major amendment to Special Use Permit 05-990006.

At the October 3, 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.

Fred Koos, 14201 DeWitt Rd. inquired if the new addition will have indoor seating. Community Development Director Wittenberg confirmed that there will be indoor seating. Mr. Koos further inquired if the Board knew what business would be occupying the expansion. Director Wittenberg confirmed that the new business will be Starbucks.

Fedewa moved, Stump seconded, based on the recommendation from the Planning Commission, to approve Special Use Permit 22-990004 from Meijer, Inc. to construct a 2,847 square foot addition for expansion of the convenience store (466 s.f.) and a new drive-thru restaurant (2,381 s.f.) to the existing gas station located at 12875 S. US 27 and identified as Parcel #050-010-300-030-00. Approval is recommended on the following conditions:

- 1. That any proposed signage meets the requirements of Section 5.4 of the Zoning Ordinance.**
- 2. That the applicant complies with Sections 4.44, 4.52, and Section 6.1 of the Zoning Ordinance.**
- 3. That the applicant shall satisfy the requirements of all other required reviewing agencies.**
- 4. Prior to issuance of a building permit, the applicant shall comply with the requirements of the Clinton County Drain Commissioner's Office and Southern Clinton County Municipal Utility Authority.**
- 5. The applicant shall comply with any other Federal, State, County, or Township regulations.**
- 6. The applicant shall provide a detail of the trash enclosure prior to issuance of a building permit.**
- 7. The applicant complies with all conditions outlined in Special Use Permit 22-990004.**

AYES: Stump, Ross, Fedewa, Cramton, Galardi.

NAYS: None.

ABSENT: Seeger, Smith.

Motion carried.

Final Plan - Thomas Farms Ranch Condominiums

Signature Land Development is requesting Step III Review and approval for the Thomas Farms Ranch Condominiums, which is to consist of 20 residential units (15 buildings). The distinction between a condominium and a conventional subdivision relates mostly to ownership. An individual homesite or commercial building in a platted subdivision is called a "lot". In a condominium, each separate building site or homesite is referred to by the Condominium Act as a "unit". In a conventional subdivision, each lot is owned by one individual. In a condominium, all of the land is owned in common by all of the property owners. Each owner has specific rights to a building site, which is the equivalent of a lot in a subdivision. This development will have the same outward appearance as a subdivision, including single-family attached and detached

buildings. In fact, the zoning ordinance requires that, with a few exceptions, condominium developments comply with the same requirements as subdivisions.

Final Plan review and approval is the third and final step in the Condominium approval process. It is analogous to the Final Plat approval for conventional subdivisions. Final Plan review assures that the engineered systems have been constructed in accordance with the standards of the respective reviewing agencies and that the site layout is consistent with the approved preliminary design.

The Township has received approvals from each of the agencies having jurisdiction over the engineered systems. The Drain Commissioner has indicated that the drainage measures have been satisfactorily completed. On-site sanitary sewer and the road are private. Lastly, the Lansing Board of Water and Light has inspected and accepted the water system into its public system. As the plan seems to be in compliance with the applicable regulations, it is recommended that the Final Plan be approved, with the indicated conditions.

Greg Whitlock 12625 S US 27 asked if there was potential for the private sewer system to be turned over to the Township. Community Development Director Wittenberg responded that the sewer system will remain private.

Fedewa moved, Cramton seconded, to approve the Final Plan for Thomas Farms Ranch Condominiums, upon compliance with the following condition:

- 1. Prior to issuance of any occupancy permits, the applicant shall provide documentation from the Clinton County Drain Commissioner that final punch list items have been addressed for possible future dedication as a county drain.**

AYES: Fedewa, Stump, Cramton, Ross, Galardi.

NAYS: None.

ABSENT: Seeger, Smith.

Motion carried.

Snow Removal Map
2022-2023

In the fall of 2015, the Complete the Streets Ordinance (O2015-1-7) became effective. A provision for snow removal was provided in the Ordinance to ensure safe passage for walkways, including sidewalks and shared use pathways, within the Township. Instead of requiring all sidewalks and pathways within the Township to be cleared of snow, the adopted ordinance ensured that “sidewalks to nowhere” did not need to be cleared. Below are some relevant guidelines as to when sidewalks are to be cleared of snow or ice.

- Sidewalks and shared use pathways shall be cleared from a path of at least 36” in width from the outside edge.
- Snow and ice shall be removed from sidewalks or shared use pathways within 24 hours after accumulation or drifting of snow, sleet or freezing rain or by the beginning of business hours of the next day, whichever is shorter to ensure passage.
 - Exception provided when the wind chill is below zero degrees Fahrenheit.
- Snow removal is subject to an annually adopted sidewalk and pathway snow removal map adopted by the Township Board.

- Includes properties along corridors that have greater than 75% of sidewalk or shared use pathway between 2 street intersections.
- Properties within ¼ mile of a school or 300 feet of a bus stop location.
- May include properties that provide pedestrian access to destination areas to provide safe and accessible passage.
 - Destination areas include but are not limited to:
 - Parks, schools, commerce areas, and religious institutions that have pedestrian connectivity within the existing system.
- In the event of a significant snow or ice event, an additional 48 hours shall be allowed for the removal of snow and ice from sidewalks or shared use pathways.
 - Significant snow/ice event means a period of snowfall of 6 inches or greater within a 24-hour period or ice formation of greater than ¼ of an inch.

Ross moved, Galardi seconded, to adopt resolution 2022-10-65 based on a finding that it satisfies the criteria under Section 34-8 of the Codified Ordinance for the Township’s annual sidewalk and pathway snow removal map.

AYES: Ross, Stump, Cramton, Fedewa, Galardi.

NAYS: None.

ABSENT: Seeger, Smith.

Motion carried.

Clinton County
Portable Radios Lease
Agreement

Based on the Public Safety Radio Project and 10-year bonding initiative by Clinton County, Central Dispatch has been able to offer discounted pricing for portable radios to local agencies. The County is allowing agencies to purchase these radios at 10% of the cost, with the County paying for the other 90%.

The Fire Department 2023 Budget includes the cost of 15 new radios. Under this agreement the cost for 15 radios to DeWitt Township is \$5,873 (below the forecasted amount for 2023). Manager Dymczyk recommends authorizing execution of the Public Safety Communications Subscriber Lease Agreement with Clinton County for the purpose of purchasing portable public safety radios for Fire Department use.

Fedewa moved, Cramton seconded, to authorize Chief DeKorte and Manager Dymczyk to execute the Public Safety Communications Subscriber Lease Agreement with Clinton County for the purpose of purchasing portable public safety radios for Fire Department use.

AYES: Ross, Stump, Cramton, Fedewa, Galardi.

NAYS: None.

ABSENT: Seeger, Smith.

Motion carried.

EXTENDED PUBLIC,
STAFF, & BOARD
COMMENTS

Community Development Director Brett Wittenberg updated the Board on the recent open house held for residents affected by the Webb Road path/sidewalk. He stated that the event was well attended and that many of the resident’s concerns were addressed.

Fire Chief Dave DeKorte informed the Board that the LUCAS device was successfully deployed again. The Department remains busy and responded to nine calls on Sunday,

and attended a 4-car accident today. The Department is also participating in local business inspections.

Police Chief Matt Merony updated the Board on active shooter training for teachers and staff at DeWitt Public Schools. DeWitt Township and City of DeWitt Public Safety departments conducted the training.

Manager Dymczyk offered updates on the following:

- SCCMUA Plant Improvements Bond update
- Sanitary Sewer Master Plan update is ongoing
- Municipal Building South design refinements
- Webb Road path/sidewalk open house
- Personnel Committee convening to address open items
- Warrants have been served in two building code violation cases
- Benefits Committee will be meeting soon
- Police Department open Officer position closed on Monday

Trustee Fedewa commented on the very successful active shooter training at DeWitt Public Schools, and how impressive Chief DeKorte and Chief Marony were throughout.

Clerk Cramton provided a brief update about the November 8 election. He also informed the Board that the Township has received its first application for a food truck / mobile food vendor. Additionally, he sought input and support for an automated phone answering system for the Township. The Board provided valuable input and support.

Supervisor Galardi tasked the Board with considering a new Police and Fire millage for the Township to potentially address an increased service model, as well as the upcoming replacement of Fire Station 1.

ADJOURNMENT **Fedewa moved, Ross seconded, to adjourn 8:26 PM.**

Motion voted and carried.

Respectfully submitted,



Adam Cramton, Clerk



Rick Galardi, Supervisor