



1401 W. Herbison Road, DeWitt, MI 48820  
November 22, 2021 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** Police Chief Mike Gute, Fire Chief Dave DeKorte, Manager Andrew Dymczyk, and Community Development Director Brett Wittenberg.

**AGENDA** **Stump moved, Seeger seconded, to approve the agenda.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

**CONSENT AGENDA** **Smith moved, Galardi seconded, to approve the Consent Agenda, which included the following: Board of Trustees Regular Meeting Draft Minutes, November 8, 2021; Planning Commission Minutes, November 1, 2021; Zoning Board of Appeals Minutes, October 20, 2021; and General Vouchers 73582-73628, Tax Vouchers 9317-9323.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

**PUBLIC COMMENT** None.

**PRESENTATION** None.

**PUBLIC HEARING** None.

**COUNTY COMMISSIONER REPORT** None.

**CORRESPONDENCE** Correspondence included the following: Diane Mosier Obituary, and Police Department October 2021 Activity Report.

**UNFINISHED BUSINESS**

**Rezoning 21-880003** Deborah Spink & Jeffrey Kelley are requesting to rezone approximately 1.00 acre from the A (Agricultural) zoning district to the R3 (Single-Family Residential) zoning district. The subject site is located west of S. US 27, on the north side of Stoll Road, east of Deborah Spink & Jeffrey Kelley

Turner Road, part of the southeast ¼ of the southeast ¼ of Section 21 of DeWitt Charter Township (Parcel #050-021-400-075-00).

Presently, Deborah Spink & Jeffrey Kelley own approximately 1.00 acre of property. In August of this year, the applicant applied for a building permit for an addition to the existing single-family residence. The permit was denied, as the proposed addition encroached into the side yard setback. Staff spoke with the applicant and advised that the options were to verify the setback in compliance with the ordinance, seek a rezoning, or request a variance.

The subject property is designated for Medium Density Single-Family Residential (SF-M) use on the Future Land Use Map. Parcels in the vicinity are generally planned for Medium Density Single-Family Residential (SF-M) and Multiple-Family Residential (MFR). The proposed change from A (Agricultural) to the R3 (Single-Family Residential) zoning district is compatible with the existing residential land uses in the area.

A public hearing was conducted on the proposed rezoning request on October 4, 2021 in which the Planning Commission unanimously recommended approval. There was no public comment received regarding the request and the Township Board approved the first reading at their October 25, 2021 meeting.

**Fedewa moved, Smith seconded, based on a unanimous recommendation from the Planning Commission, to approve the second reading of rezoning request 21-880003, from Deborah Spink & Jeffrey Kelley as legally described on the application materials and survey documents, from A (Agricultural) to the to R3 (Single-Family Residential) zoning district based on the fact that the request is not in conflict with recommendations of the Comprehensive Development Plan and is consistent with the existing land use pattern in the immediate area.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

#### NEW BUSINESS

Sanitary Sewer  
Easement –  
Termination and Grant  
of Easements

In 1970 a “blanket easement” was recorded over an 80-acre area for the purposes of installing and maintaining a sanitary sewer system. This type of easement typically encumbers an entire property (as in this case) with the intent being the anticipation of some type of infrastructure (e.g. sanitary sewer) being constructed on the property without a defined area.

The Township currently has a sewer interceptor line running from the southeast portion of the property to the northwest portion of the property. Since the construction and improvements to the sewer interceptor line, as reviewed by the Southern Clinton County Municipal Utility Authority (SCCMUA), it has been determined that there is no longer a need for the blanket easement over the entirety of the property and the proposed 100’ sanitary sewer easement is sufficient for maintenance purposes.

Two actions are necessary to terminate the existing blanket easement and to grant the new 100’ easement.

**Ross moved, Seeger seconded, the following actions:**

- 1. The Township Board terminate the blanket sanitary sewer easement and authorize the Township Manager and Southern Clinton County Municipal Utility Authority to execute said easement termination.**
- 2. The Township Board accept the 100' sanitary sewer easement and authorize the Township Manager to execute said easement.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

Fire Station No. 1  
Feasibility Study  
Addendum

At the September 13<sup>th</sup> regular board meeting, the Board authorized Williams Architects to amend the 2009 Feasibility Study of Fire Station No. 1 at a cost not to exceed \$9,000. Since that time, Williams Architects' staff has been working on providing that update. Attached are the cost proposal updates for each option described in the 2009 Feasibility Study, a memo describing how those calculations came to be and a recommended option on how to proceed. A representative from Williams Architects will attend the November 22<sup>nd</sup> meeting to answer any questions.

The 2009 Feasibility Study outlined three options to the Board:

Option 1 - Renovation/Addition

Option 2 - New Building at Existing Site

Option 3 - New Building at New Site

Manager Dymczyk provided the 2009 Feasibility Study and the amending documents from Williams Architects.

Mark Bushhouse, from Williams Architects, summarized the proposal and highlighted the factors that influenced the budgetary assumptions.

There was much discussion among Board members that centered around the viability of Option 3 when compared to the other options. It was determined that the minimal increase in pricing was outweighed by the benefits of being able to maintain operations in the existing building throughout, as well as the added benefits of a new location. There was some concern cited about the future of Maintenance operations.

**Fedewa moved, Seeger seconded, to direct the Manager and Fire Chief to further explore Option 3 and authorize the Manager to pursue a corresponding service agreement with Williams Architects to be brought back before the Board.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

**Change MERS Employee Contribution Rate** Manager Dymczyk provided the Defined Benefit Adoption Agreement amendment for the Non-Supervisory Unit. The Township is required to send this amendment to Municipal Employees' Retirement System (MERS) notifying them of the Non-Supervisory unit of the Police Officers Labor Council (POLC) contribution rate for the upcoming year.

As approved by the Township Board on May 24, 2021, both units are capped at 15% through May 24, 2023. Since the Supervisory Unit is currently at the 15% cap, no amendment is necessary for this unit. Without the Board's action, the Supervisory Unit's contribution would have been 27.81%. The million-dollar payment into the supervisory pension plan is anticipated to have an affect contribution rates in 2023.

The contribution rate is set by a formula in the contracts that is based off the previous year's actuarial study that is provided by MERS. The Supervisory Unit's collective bargaining agreement states that employees in this bargaining unit will receive and pay for the cost of the E-2 benefit (cost of living increase to employees after retirement). The Non-Supervisory Unit's collective bargaining agreement states employees also pay for the E-2 benefit as well as FAC-3 (final average compensation of three years as opposed to five years).

Pursuant to the Board's action, the rate of employee contribution for the Supervisory Unit will stay at 15% of payroll. Because the defined benefit pension is closed to new hires, the Township's share is now a flat billing amount at \$6,731 per month.

The Non-Supervisory Unit's rate will increase from 7.28% to 7.72% of payroll. Because of the defined benefit pension is closed to new hires, the Township's share is now a flat billing amount at \$13,339 per month.

These changes will become effective January 1, 2022.

**Smith moved, Galardi seconded, to authorize the Township Clerk to execute the amendment to the Defined Benefit Adoption Agreement with MERS to change the employee contribution rates for the Non-Supervisory unit of the POLC Union.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

**Resolution 2021-11-66, Clerk Cramton's office has provided the proposed meeting dates for the 2022 Township Board of Trustees, and the 2022 Union Employee Holiday Schedule. The Clerk's Office has also provided, for information only, the 2022 Township Hall Holiday Schedule and 2022 Committee and Commission dates.**

**Seeger moved, Ross seconded, to adopt Resolution 2021-11-66 establishing meeting dates for the Township Board for 2022.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

**Seeger moved, Ross seconded, to adopt the Union Employees 2022 Holiday Schedule, as presented.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

EXTENDED PUBLIC, STAFF, & BOARD COMMENTS  
Community Development Director Brett Wittenberg updated the Board on the status of Senate Bills 429, 430, and 431 pertaining to local control of sand and gravel mining operations. At this time the bills are still within committee and will likely not move this year.

Fire Chief Dave DeKorte informed the Board about a recent Motel fire, and cautioned about a fire caused by a riding mower. The emergency radio switchover with Clinton County will occur in January. The Fire Department has been participating in Active Violence Incident (AVI) training at DeWitt High School. Chief DeKorte also presented that the Fire Department has received a large delivery of PPE from the State of Michigan.

Police Chief Mike Gute informed the Board that a new Police Officer starts on December 13<sup>th</sup>. Repair work on vehicle 5 has been delayed due to lack of available parts. The Police Department has been conducting cyber-awareness training for students at DeWitt High School. Lastly, Chief Gute presented that this year's Toy giveaway will be held on December 16<sup>th</sup>.

Manager Dymczyk provided updates on the following:

- PA116 resources are available on the website and with Planner Alex Bahorski
- Benefits Committee is meeting
- Sewer Master Plan is in progress
- Clinton County Road Commission is finalizing their construction costs
- Attended the Tri-County Regional Planning meeting
- City, Village, and Township Revenue Sharing (CVTRS) information due

Trustee Ross presented a summary of information from a Lansing Board of Water and Light Finance Committee meeting that he attended.

Trustee Seeger presented a summary of information from the most recent Clinton County Township Officers Association meeting.

Treasurer Stump present that the winter tax roll has been committed.

Supervisor Galardi inquired if the Clerk's or Manager's offices have received any requests for review of the Remy Chandler Drain apportionment. Clerk Cramton responded that he has received 8-10 requests and will send another letter to all affected residents reminding them of the decision yet to be voted by the Board, and the opportunity to have their property reviewed by the Township and Clinton County Drain Commissioner.

ADJOURNMENT      **Seeger moved, Ross seconded, to adjourn at 8:07 PM.**

**Motion voted and carried.**

Respectfully submitted,

Adam Cramton, Clerk

Rick Galardi, Supervisor