

DeWITT CHARTER TOWNSHIP
1401 W. Herbison Rd. DeWitt, MI
REGULAR BOARD MEETING
March 13, 2006

The regular meeting of the DeWitt Charter Township Board was called to order by Supervisor Rick Galardi at 7:00 p.m. with the Pledge of Allegiance.

MEMBERS PRESENT: Supervisor Rick Galardi, Clerk Diane Mosier, Treasurer Phyllis Daggy, Trustees: Jeff Baumann, Max Calder, Steve Musselman, David Seeger.

MEMBERS ABSENT: None.

Also Present: Manager Matthew Kulhanek, Police Chief Brian Russell, Fire Chief Frederick Koos, Planning Director Jeffrey Gray, County Commissioner Robert Showers, Deputy Clerk Judy Martiny and three citizens.

AGENDA **Baumann moved, Seeger seconded, to approve the Agenda, as presented. Motion voted and carried.**

MINUTES **Musselman moved, Calder seconded, to approve the minutes of the Regular Board meeting and Executive Session meeting of February 27, 2006, as presented. Motion voted and carried.**

PUBLIC COMMENT Paul Opsommer, current Mayor of the City of DeWitt and Republican Candidate for State Representative of the 93rd District, to succeed current Representative Scott Hummel, spoke briefly on his qualifications for this position, handed out flyers, and asked for the Township Board's support in the August Primary.

CORRESPONDENCE Correspondence included the following: February Activity Report; Fire Department "Burning Issues" Newsletter; Donation to Fire Department for Bob White; Remy Chandler Intercounty Drain Board minutes of 2/09/06 and 3/08/06; Clinton County Board of Commissioners Committee Appointments; 2005 Fire Department Annual Report; Legislative Update from Congressman Mike Rogers.

REPORTS & COMMENTS Manager Kulhanek stated that the Remy Chandler Intercounty Drain Board will be having to do another assessment of \$50,000 to \$75,000 to the communities with the final assessment figures being available sometime in April, with the end result being two Remy assessments concurrent with each other.

County Commissioner Showers stated that several Clinton County municipalities have provided the County with a flag representing their community and he requested that the Township consider having one designed to represent DeWitt Township. These flags will all be flown at the County.

Clerk Mosier pointed out the new voting equipment that the Township has received and advised that there would no longer be a use for the old equipment and it needs to be disposed of. She stated that this equipment will not be an easy sell in the state of Michigan as it is now considered to be obsolete.

She proposed that the Township donate two of these obsolete pieces of voting equipment to the DeWitt School District for the purpose of holding mock elections, and providing young people the opportunity to learn to vote on the optical scan machine, etc. She has checked with Diane Zuker, the County Clerk, and she is in favor of this donation and has agreed to do the programming for the school district when they hold mock elections. Diane Zuker has also advised that she would consider this to be a County wide project and suggest that other municipalities within the County donate their equipment likewise; Diane also stated that the Library Board has done a study and the current library far exceeds its storage ability and has appointed a site evaluation committee to determine sites within the Township and the City for a new library.

Manager Kulhanek advised that the annual meeting with the Clinton County Road Commission is at 11:00 a.m. on March 21, 2006 at the County Road Commission offices; meeting Tuesday, March 14th with Tri-County Office on Aging to discuss the senior lunch program at the Community Center; he has been invited to a meeting with Lansing Township, City of East Lansing and two property owners on March 20th with regards to the extension of Coleman Road behind the Eastwood Towne Center as it runs underneath the old railroad right-of-way. This proposed road area runs through a small area in the southeast corner of the Township; It appears that Crosswinds Mobile Home Park is being sold, with the closing being this Wednesday, and it is the intent of the new owners to demolish and/or remove the remaining trailers on site.

VOUCHERS

Seeger moved, Daggy seconded, to approve General Fund Vouchers 48446 - 48511; Sewer Fund Vouchers 2961 – 2963; Tax Fund Vouchers 6057 – 6072; Trust & Agency Fund Vouchers 4644 & 4645; Street Light Fund Vouchers 1411 & 1412; Drug Forfeiture Fund Vouchers 1257 & 1258, Electronic Transfer March 8. Motion voted and carried.

UNFINISHED

None.

BUSINESS

NEW BUSINESS

Major or Minor
Amendment for
SUP03-990001
(Kashenider)

Planning Director Gray reviewed his staff report relative to the determination of a proposed amendment to SUP03-990001 (Kashenider/DeWitt Veterinary Hospital) to construct an 8 foot by 23 foot addition on the north side of the existing building to house an interior staircase to be major or minor in nature.

Baumann moved, Calder seconded, that the Township Board of Trustees concur with staff's finding that the request to construct an 8 foot by 23 foot addition on the north side of the existing building to house an interior staircase constitutes a minor amendment to Special Use Permit 03-990001 with said minor amendment being noted on the existing Special Use Permit. Motion voted and carried.

Industrial Development
District/Tax Abatement

Manager Kulhanek reviewed his memorandum regarding a request from Spartan Printing to consider the creation of an Industrial Development District (IDD) for the purpose of granting an Industrial Facilities Tax (IFT) Exemption for their business. It was pointed out that previous Township Boards have granted IFT exemptions, however, a written policy does not exist and if the Board is interested in considering instances where tax abatements may be granted, a written policy should be developed. Once a written policy is in effect the Board could then create the IDD for the specific parcel being requested, and then approve the IFT exemption for a specified number of years based on the written policy.

Lengthy discussion followed on the pros and cons of IDD's and IFT's, the type of businesses which might qualify for submittal of such requests, the means by which the Board would address the development of an Industrial Development District for the purpose of granting an Industrial Facilities Tax Exemption, and the need for establishing a solid policy for which applicants must meet specific criteria for consideration.

Clerk Mosier stated that she was prepared to make a motion, however, she would like Mr. Root of Spartan Printing to understand that her motion does not guarantee that the Board will end up with a policy or guarantee what the terms of that policy will be, but at least it will allow the Board go to the next phase and look at a policy.

Mosier moved, Musselman seconded, that the Township Manager prepare and present to the Township Board a draft policy and/or policies regarding IDD and IFT applications for consideration and said policy/policies be considered at the 2nd meeting in April, which would be April 24, 2006. Motion voted and carried.

Financial Software
Purchase Proposal

Clerk Mosier reviewed her memorandum, dated March 6, 2006, relative to the proposed purchase of new financial software from BS & A Software. She advised that the proposed BS&A Fund Accounting System would affect the Manager's, Clerk's and Treasurer's offices in regards to general ledger and budget, accounts payables, cash receipting, payroll, and utility billing. The cost of the purchase proposed would be \$51,370, with the cost of the software being spread over three years with no interest. The initial installment would be \$31,320, leaving \$10,025 due in years two and three, plus the annual fees for software support as shown on the quote.

Mosier moved, Calder seconded, to authorize the purchase of BS&A Fund Accounting System software as shown on their proposal dated March 1, 2006, to authorize the Clerk to execute said proposal, and to approve a budget adjustment of \$31,320 to Township Hall Capital Expenditures 101-265-977-000 from General Fund Balance 101-000-390-000. Motion voted and carried.

PUBLIC COMMENTS

None.

BOARD COMMENTS

Supervisor Galardi stated that the newly created Open Space Ad Hoc Committee is in need of various representatives. Currently there is representation from the Planning Department, Harmony Gmazel, the Planning Commission, Kim Smelker, Dave Seeger, representing the Township Board, and Ken Pung, resident. A member at-large is still needed.

Fire Chief Koos reported that members of the Fire Department built the handicap ramp for former fire fighter Bob White this past weekend and he thanked the Board's support in this project. He added that Home Depot also contributed in this project with the donation of some of the materials; there will be a live fire training this coming Sunday at the vacant house in front of the high school on Clark Road, which was donated by L.D. Clark Construction. There will be participation from various municipalities at this training.

Police Chief Russell reported on the progress of Sgt. Smith who was recently involved in a vehicle accident and thanked them for their support and prayers during this time; the chief is working on the Police Department Annual Report,

however, since no report has not been provided for the last couple of years he is having to investigate some of the figures for accuracy and as soon as that is complete, a report will be provided.

Planning Director Jeff Gray advised that he will be attending a meeting on Tuesday with representatives of the City of East Lansing, Bath Township and the Clinton County Road Commission. Bath Township and the City of East Lansing had a joint traffic study done for the Chandler Road corridor and this meeting will be to discuss their next steps with that study.

Clerk Mosier advised that she represented the Township at the MSU Extension visioning process which is required to be done every 5 years. She stated that she definitely saw where they were making an effort in the direction of economic development.

ADJOURNMENT

Seeger moved, Musselman seconded, to adjourn the meeting at 9:00 p.m. Motion carried.

Respectfully submitted,

Judy Martiny, Deputy Clerk

Rick Galardi, Supervisor