

DeWITT CHARTER TOWNSHIP
1401 W. Herbison Rd. DeWitt, MI
REGULAR BOARD MEETING
July 13, 2009

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

MEMBERS PRESENT: Supervisor Rick Galardi, Clerk Diane Mosier, Treasurer Phyllis Daggy, Trustees: Steve Musselman, Brian Ross, and David Seeger.

MEMBERS ABSENT: Trustee Max Calder

Also Present: Manager Rodney Taylor, Community Development Director (CDD) Richard Trent, Fire Chief Frederick Koos, County Commissioner Eileen Heideman and several citizens.

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

MINUTES **Seeger moved, Musselman seconded, to approve the meeting minutes of June 22, 2009, as presented. Motion voted and carried.**

BRIEF PUBLIC COMMENT None.

COUNTY COMMISSIONER REPORT Commissioner Heideman reported on issues involving Clinton County.

CORRESPONDENCE Correspondence included the following: Notice of Determination from Clinton County Drain Commissioner Hanes regarding the Big Horn Drain; MTA Legislative Update; a thank you from Senator Debbie Stabenow; lawsuit response from DeWitt School Superintendent Templin; thank you from Bath School Superintendent Shelest; Fire Department Burning Issues Newsletter; May/June Activity Report; two programming updates from Comcast; Sister City information from Joka City Mayor; 2009 Clinton County Equalization Report.

COMMITTEES & COMMISSIONS **Mosier moved, Ross seconded, to receive and place on file the Election Commission meeting minutes of July 2, 2009. Motion voted and carried.**

UNFINISHED BUSINESS None.

NEW BUSINESS Gary Arnold, C2AE, reviewed the Fire Station No. 1 Feasibility Study and provided additional information classified as Option 1 – Firestation No. 1 Rehabilitation/Expansion of Existing Structure; or Option 2 & 3 – Fire Station No. 1 – new building at existing or new site. The options were discussed, which included the possibility of demolition of a portion of the existing station, keeping

the newest bays for the maintenance department operations. Sketches of each option were reviewed and discussed. No decisions were made, and all possibilities remain open. Manager Taylor was asked to look at what the immediate needs at the existing Fire Station are, and whether refinancing our existing debt could provide financial advantages.

Ross moved, Seeger seconded, to receive and place on file the Fire Station No. 1 Feasibility Study. Motion voted and carried.

Valley Farms Park –
Master Plan

Gary Arnold, C2AE, reviewed Options A & B which included sketches of Valley Farms Park and how possible changes to the Fire Station would affect the Park operations. No decisions were made, and all possibilities remain open.

Mosier moved, Ross seconded, to receive and place on file the Valley Farms Park Master Plan, as prepared and presented by C2AE. Motion voted and carried.

Part Time Staffing
Fire Department

Fire Chief Koos reviewed his memo, dated July 8, 2009, explaining the internal process which included posting, practical test, and oral interviews, resulting in his recommendation to hire Thomas Stone, Michael Bush, Christopher Grewe, Chris Haman, Nicole Kitson, and John Braska, as part time Firefighter/Medical First Responders.

He explained that three of those selected, Thomas Stone, Michael Bush, and Nicole Kitson, will be key people working approximately 32 hours a week each. The other three will be filling in when hours need to be filled.

Clerk Mosier stated that she believes the Fire Marshal position should also be changed to be a part-time employee position. Manager Taylor explained that he will clarify the 10 percent pension benefit in the policy manual revisions.

Seeger moved, Ross seconded, to approve the job classification of Part-Time Firefighter/MFR with a beginning pay scale of \$10.00 per hour, which is adjusted annually by the Board of Trustees; with clarification noting that the only benefit associated with this new job classification to be a ten percent pension contribution by the Township. Motion voted and carried.

Reserve Account
Funding

Manager Taylor reviewed his memo, dated July 10, 2009, responding to the Board's request to re-evaluate Reserve Funding keeping in mind the new Fund Balance Policy. This issue was discussed at length.

Mosier moved, Ross seconded, to table the Reserve Account Funding. Motion voted and carried.

Employee Appreciation

Ross moved, Musselman seconded, to schedule the annual Employee Appreciation Event for September 3rd at 5:30 p.m. at Valley Farms Park, hosted by the Township Board. Motion voted and carried.

VOUCHERS **Seeger moved, Musselman seconded, to approve General Operating Fund Vouchers 55727 - 55825. Motion voted and carried.**

REPORTS & COMMENTS Fire Chief Koos thanked the Board for their support in the Feasibility Study and the restructuring of the staffing for the Fire Department.

CDD Trent provided an update on progress for achievement of his goals as previously discussed with the Board. He also reviewed the Planning Commission action from their July 6th meeting, relating to some proposed development within the Township.

Manager Taylor reported the following: our Standard & Poors rating has been improved, with more information to follow when the report is received in writing; communication continues with Bath Township regarding possibilities for partnering on Parks and Recreation, or DARA; the Meadows Celebration is this Friday; the Wind Energy Workshop was held on June 29th and was well attended; the Web Committee continues to meet and make progress on design for the Township new web sites; the sewer projects planned for this year have come in under budget, so all four projects will be completed.

Clerk Mosier reported that the Township's Ordinances have been submitted to Municipal Code Corporation to begin the codification process.

Supervisor Galardi reported on meetings held and scheduled regarding the Bath sewer project.

Executive Session **Ross moved, Seeger seconded, to enter into an Executive Session to discuss the sale of real property at 9:10 p.m.**

AYES: Mosier, Galardi, Seeger, Musselman, Ross, Daggy
NAYS: None Motion voted and carried.

Supervisor Galardi reconvened the regular meeting at 9:55 p.m.

Ross moved, Daggy seconded, to authorize the Township Clerk to accept the assignment of entering into a purchase agreement. Motion voted and carried.

Reserve Account Funding **Mosier moved, Seeger seconded, to remove the Reserve Account Funding from the table. Motion voted and carried.**

Ross moved, Mosier seconded, that to comply with the Township's Fund Balance Policy, the Board approve moving the budgeted 2009 amounts into reserves at follows: Transportation System Reserve \$5,000, Equipment Reserve \$35,600, and Budget Stabilization Reserve \$5,000; additionally, the Board approve the following budget adjustments to the 2009 General Fund that reflects the 2008 budget amounts and an additional 2009 allocation as

follows: \$77,500 to Transportation Systems from General Fund Balance, \$86,080 to Equipment Reserve from General Fund Balance, \$100,000 to Parks and Facilities Reserve from General Fund Balance, and \$8,000 to Budget Stabilization Reserve from General Fund Balance. Motion voted and carried.

ADJOURNMENT

Ross moved, Seeger seconded, to adjourn at 10:02 p.m. Motion voted and carried.

Respectfully submitted,

Diane K. Mosier, Clerk

Rick Galardi, Supervisor