

DeWITT CHARTER TOWNSHIP  
1401 W. Herbison Road, DeWitt, MI 48820  
August 12, 2013 Board Minutes

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, Treasurer Phyllis Daggy and Trustees Johanna Balzer, Steve Musselman, and David Seeger

MEMBERS ABSENT: Clerk Diane Mosier and Trustee Brian Ross

Also Present: Manager Rodney Taylor, Deputy Clerk Judy Martiny, Police Chief Brian Russell, Fire Department Personnel Fire Marshal Dave DeKorte, Lieutenant Mike Bush, Assistant Fire Chief Ed North and Chaplin Steve Carter, and several citizens.

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

CONSENT AGENDA   **Seeger moved, Musselman seconded, to approve the Consent Agenda, which included approval of General Operating Fund Vouchers 61843 – 61948 and Tax Fund Vouchers 7777 - 7793; approval of Township Board Minutes of 7/22/13. Motion voted and carried.**

BRIEF PUBLIC COMMENT            None.

COUNTY COMM. REPORT            None.

PRESENTATION            Chief Russell introduced Shad Lynde, resident of Alana Woods Apartments on Aaron Drive, and awarded him the “Life Saver Award” for his alert and quick action in the evacuation of several sleeping residents of the burning building before authorities arrived on scene.

Chief Russell also presented Life Saver Awards to Police Officers Earl Christensen, Wesley Greenman, Robert Stump and Sergeant Jason Jones for their part in the evacuation of a fully engulfed apartment fire on July 14, 2013 at 3:16 a.m. All officers put themselves in jeopardy and there is no doubt that lives were saved because of their action.

Chief Russell presented Unit Citations to Police Officers Jim Terrill, Steve Smith, Earl Christensen, Brandon Shellberg and Detective Sergeant Mark Nelson, for their great teamwork, thorough investigating and follow-up of a fraud complaint relative to MasterCard and pre-paid VISA cards which has spanned not only the state of Michigan but other states as well.

Chief Russell presented the Exceptional Duty Service Award to Officer Kyle Kolka and Sergeant Jason Jones for their part in assisting the Ingham County Sheriff Department in a high speed chase which resulted in the capturing of a 26 year old man from Lansing who was considered a dangerous subject.

**CORRESPONDENCE** Correspondence included the following: Two Consumers Energy Public Hearing Notices; an Invitation to the Clinton County Road Commission Open House; Activity Report; Thank you note from Shannon Schlegel; Clinton County Sheriff Department June Statistics; June 2013 Investment Report; Thank you letter from Clinton County Economic Alliance and the DeWitt Township Fire Department Newsletter "Burning Issues."

**UNFINISHED  
BUSINESS** None.

**NEW BUSINESS** Supervisor Galardi referred to Clerk Mosier's letter resigning from her position on the Library Board and reflected on the outstanding service she has provided to that Board. He commended Clerk Mosier on her service.

**Galardi moved, Seeger seconded, to accept, with regret, the resignation of Clerk Mosier from the Library Board effective August 9, 2013. Motion voted and carried.**

**Set Public Hearing/  
Annual Streetlight  
Assessments** **Seeger moved, Musselman seconded, to schedule a public hearing to hear comments relative to annual assessment of street lighting costs for Monday, September 9, 2013, at 7:00 p.m. at 1401 W. Herbison Road, DeWitt, MI and authorize the Township Clerk to take care of the appropriate public notices and mailings. Motion voted and carried.**

**K-9 Officer** Chief Russell reviewed his memorandum to the Board, dated July 30, 2013, requesting approval for the purchase of a K-9. He advised that the previous K-9s that the Township has had have taken thousands of dollars of drugs off the streets of DeWitt Township. He stated that the need for a K-9 at the DeWitt Township Police Department is still great as the department has seen an increase in drugs in the area, specifically heroin and methamphetamines and a K-9 would be extremely helpful in fighting drug issues and therefore fighting crime. The Township has used Clinton County's K-9 eight times and Lansing's five times in the last seven months.

Lengthy discussion followed.

**Seeger moved, Musselman seconded, that the Board approve the purchase of a K-9 for the DeWitt Township Police Department and allow the Township Manager and Chief of Police to move forward with a contract for the same from Mid-Michigan Kennels. Motion voted and carried.**

**Employment  
Recommendation/  
Chief Bldg Official** Manager Taylor reviewed his memorandum, dated August 9, 2013, regarding the hiring of a Chief Building Official. He advised that interviews have been completed and Tom Walsh has

been highly recommended by the interviewing committee. Mr. Walsh has been notified and has accepted the position pending the Board's decision to offer him a contract and completion of a pre-employment physical.

**Daggy moved, Balzer seconded, that the Board approve the employment contract between DeWitt Charter Township and Thomas M. Walsh as Chief Building Official, contingent upon the completion of a pre-employment physical, and authorize the Clerk and Manager to execute the same. Motion voted and carried.**

Classification &  
Compensation Study

Taylor reviewed his memorandum, dated August 9, 2013, stating that the purpose of local government is to enhance quality of life and provide public safety and the way that this is delivered is through high quality customer service. He further stated that in 2008 the Township Board and staff discussed the consideration of doing a salary study for employees as it has been a significantly long time since the Township has reviewed salary scales and job descriptions for employees. He added that due to the fact that the economy was in a downturn, the Board decided not to pursue the study at that time. Since 2008, there has been significant change in compensation in the government field, that being governments have seen one or more years with 0% raises, some even seeing reduction in salaries during the downturn. Lastly, he stated that governments have seen a significant change in the amount of money that employees are required to pay for health insurance and many jurisdictions now see employees paying up to 20% for their health care.

Taylor concluded by advising the Board that three companies were solicited for bids and he only received quotes from Michigan Municipal League (MML) for \$9,000 and Municipal Consulting Services (MSC) for \$7,500. He stated that the Township has used MCS for the City/Township police evaluation and SCCMUA recently used them for a salary study.

The Board reviewed the Municipal Consulting Services proposal and lengthy discussion took place regarding adding the Township Manager's position into the 15 job classifications, changing the total from 15 to 16 classifications.

**Balzer moved, Daggy seconded, that the Board authorize the Township Manager to enter into an agreement with Municipal Consulting Services to conduct a classification and compensation study, said classification and study to include a 16<sup>th</sup> classification, that being adding the Township Manager's position, in an amount not to exceed \$7,500 and to approve a budget adjustment of \$7,500 from the 101-000-390-000 General Fund Balance to 101-265-802-000 Township Hall – Consultant. Motion voted and carried.**

REPORTS &  
COMMENTS

Chief Russell stated that the month of July was extremely busy for his department and Detective Sergeant Nelson has been doing an outstanding job for the department. The officers have been stepping up and filling in for others and a lot of training has been taking place; the department has been solving a lot of breaking and entering cases; the purse snatchings at Meijer's was resolved on August 6<sup>th</sup> with an arrest of a 17 year old young man, who also admitted to 3 purse snatchings in the City of East Lansing. He added that he is working on a grant to get our Police Officers into the schools; he nominated Officer Kolka for the Mother's Against Drunk Drivers "Outstanding

Rookie of the Year” award and he was honored at an annual Life Savers Award luncheon. He concluded his report by advising the Board that Fire Marshal Dave DeKorte was also nominated for a 2013 Outstanding Officer Award for the City of East Lansing.

Manager Taylor stated that he’s moving forward on the Blight Elimination Grant in a positive direction; there has been a long ongoing conversation with a resident who lives in Crouner Farms in relationship to a resident who lives on Howe Road. In this situation it’s a resident complaining about someone operating a home based business on site. Township staff has thoroughly investigated this issue and have had multiple conversations with the owner who has stated that he completely understands his rights as to what he can and cannot do at his residence. In closing, Manager Taylor stated that his contract will be expiring on March 4, 2014 and the contract requires that the Township Board and the Township Manager meet to discuss, renegotiate and renew their agreement if requested by either party at least 180 days prior to the contract’s expiration date.

Trustee Balzer reported that she will not be present at the August 26, 2013 meeting.

Trustee Seeger reported that he, too, would be absent from the August 26, 2013 meeting.

Deputy Clerk Martiny advised the Board that there will be another presentation regarding the Inter-Urban between Lansing and St. Johns at 2:00 p.m. this coming Friday, August 16, 2013. This presentation will take place at the Grace Haven Assisted Living Home on Townsend. This presentation is open to the public and proves to be very interesting and informative for those interested in the history of the area.

Supervisor Galardi updated the Board on the on-going conversations that are taking place with the Clinton County Economic Alliance and LEAP.

EXTENDED PUBLIC COMMENT      None.

ADJOURNMENT      **Seeger moved, Daggy seconded, to adjourn at 8:50 p.m. Motion carried.**

Respectfully submitted,

Judy Martiny, Deputy Clerk

Rick Galardi, Supervisor