

DeWITT CHARTER TOWNSHIP  
1401 W. Herbison Road  
DeWitt, MI 48820  
December 10, 2012 Board Minutes

The Regular Meeting of the DeWitt Charter Township Board was called to order by Clerk Mosier at 7:00 p.m. with the Pledge of Allegiance.

**Mosier moved, Ross seconded, to appoint Trustee Musselman to Chair the meeting in the absence of Supervisor Galardi. Motion voted and carried.**

MEMBERS PRESENT: Clerk Diane Mosier, and Trustees Johanna Balzer, Steve Musselman, Brian Ross and David Seeger

MEMBERS ABSENT: Supervisor Rick Galardi and Treasurer Phyllis Daggy

Also Present: Manager Rodney Taylor, Fire Chief Fred Koos, Planning Consultant James Foulds and several citizens.

AGENDA **Seeger moved, Mosier seconded, to approve the Agenda, adding Resignations to Appointments under New Business. Motion voted and carried.**

CONSENT AGENDA **Seeger moved, Mosier seconded, to approve the Consent Agenda, which included General Operating Fund Vouchers 60897 – 60962, Township Board Minutes of 11/26/12; and Revenue and Expenditure Report through 11-30-12. Motion voted and carried.**

BRIEF PUBLIC  
COMMENT None.

COUNTY  
COMM. REPORT None present.

CORRESPONDENCE Correspondence included the following: Activity Report; Better Buildings Update; Valley Farms Old Photo; DDL draft minutes of 10/11/12, 11/8/12 & 11/27/12, Burning Issues Fire Department Newsletter; Consumers Energy 12/12/12 Meeting notice; Comcast re: price changes; Agenda for 12/13/12 Special Meeting DCT/DDL/DeWitt City/ DP Schools; Lake Trust Credit Union re: US127 BR/Webb Road Intersection.

Discussion included: the location of Thursday's Joint Meeting; the proposed electric rate increase of .00194 and what that will mean to the Township; the Valley Farms old photo provided to the Board by Deputy Clerk Judy Martiny.

UNFINISHED None.  
BUSINESS

NEW BUSINESS Planning Consultant Foulds reviewed his staff report which provided a history of the process to date. He explained that in conjunction with the Michigan Department of Transportation, we have prepared a draft Access Management Plan and Ordinance for the US 27 Corridor, which will expand the area of the 1993 adopted Access Management Plan and Ordinance to include the entire US 27 Corridor. He pointed out that the Access Management Plan Ad-Hoc Committee was established to provide citizen feedback on preparation and implementation of the access Management Plan and Access Management Ordinance, both of which are recommended unanimously by the Committee. A Public Hearing on the issue was also held by the Planning Commission at their November meeting.

**Ross moved, Seeger seconded, to adopt Resolution R2012-12-67, to endorse the US 27 Corridor/Subarea Access Management Plan as approved by the Planning Commission on November 5, 2012.**

**AYES: Seeger, Musselman, Mosier, Ross, Balzer**  
**NAYS: None Motion carried.**

**Ross moved, Seeger seconded, to approve, on First Reading, the access Management Ordinance, as approved and recommended by the Planning Commission at their November 5, 2012 meeting.**

**AYES: Balzer, Ross, Mosier, Musselman, Seeger**  
**NAYS: None Motion carried.**

Renewal(MacKenzie/ Planning Consultant Foulds reviewed his staff report, dated December 4, 2012, in response to a request from E. T. MacKenzie Company for a one year renewal of his SUP 11-990004 for 15620 South US 127 regulating the operation and filling of a 9.98 acre site on the west side of US-127. He explained that this renewal will be the first of five renewals allowed, and that his inspection of the site finds it to be in conformance with the permit requirements.

**Mosier moved, Balzer seconded, to approve the renewal of Special Use Permit 11-990004, the existing fill operation conducted by E. T. MacKenzie Company for property located at 15620 South US 127 (property owner Max Martins) for an additional one (1) year. Motion voted and carried.**

Manager Taylor and Planning Consultant Foulds reported that Mr. Martins has visited the Township Offices to inquire about uses for his property, and he has scheduled a meeting for next week to meet with staff.

Resignations/  
Appointments

**Mosier moved, Seeger seconded, to accept with regret, the resignation of Tom Leonard from the Public Safety Committee. Motion voted and carried.**

**Motion by Seeger, second by Balzer, to confirm the Supervisor's reappointments, as follows:**

**Bob Reese II and Christopher LaGrand to the Board of Appeals for three year terms ending December 31, 2015;**

**Steve Gobbo as the Planning Commission representative to the Board of Appeals for a one year term ending December 31, 2013;**

**Richard Byelich, Brian Schertzing, Gene Brownfield, Dennis Rozen, and Gordon Woodman, to the Construction Board of Appeals for two year terms ending December 31, 2014;**

**Richard Kelley to the Corridor Improvement Authority for a three year term ending December 31, 2015;**

**Mary Winegar to the DARA Board for a three year term ending December 31, 2015;**

**Diane Mosier to the Library Board for a three year term ending December 31, 2015;**

**Bruce Keilen, Steve Gobbo, and Tim Fair to the Planning Commission for three year terms ending December 31, 2015;**

**Bonnie Oetman to the Public Safety Committee for a four year term ending December 31, 2016;**

**Danny Taylor to the Salary Compensation Commission for a five year term ending December 31, 2017;**

**Steve Musselman to the Sister City Board for a four year term ending December 31, 2016.**

**Motion voted and carried.**

**Mosier moved, Seeger seconded, to reappoint Robert Showers to the Next Michigan Development Corporation, for a two year term ending December 31, 2014. Motion voted and carried.**

Permanent Part-Time  
Firefighters

Manager Taylor reviewed his memo, dated December 7, 2012, which explained his recommendation to change the status of three firefighters currently working as temporary part-

time to permanent part-time, in an attempt to ensure that these staff members are treated equal to other part-time employees in the Township. There was discussion about the need for the change, and the benefit these positions bring to the Fire Department. It was also noted that these three employees have represented the Township very professionally. Chief Koos provided input agreeing that the recommended changes benefit the community and the Fire Department.

**Ross moved, Seeger seconded, to approve the job description for Firefighter/MFR Permanent Part-time; to approve the job description for Firefighter/MFR-Temporary Part-Time; to approve Tom Stone, Mike Bush, and Craig King to be employed as Firefighter-MFR-Permanent Part-time as of January 2, 2013, with an anniversary date of the same, and to start with 72 hours of vacation time. Motion voted and carried.**

Planning and Zoning  
Assistant/Emp Rec/  
Budget Adjustment

Manager Taylor reviewed his memo dated December 7, 2012, which explained that since 2008, the Township has been contracting with Jim Foulds for Planning Services, and during much of this time, Mr. Foulds has utilized Tory Niewiadomski to provide assistance and support. He noted that in January of this year, Tory began working three afternoons a week at the Township to provide additional coverage and service.

Manager Taylor explained that Planning Consultant Jim Foulds has provided notice that by the end of 2013 he will be transitioning into retirement, initiating the need for the Township to create a succession plan. It is as part of this plan that he is recommending Tory Niewiadomski be hired by the Township as the Assistant Planner beginning in 2013. He also noted that additional staffing will likely be needed in 2014.

**Mosier moved, Ross seconded, to approve the Planning and Zoning Assistant job description, as provided; to approve the hiring of Tory Niewiadomski as the Planning & Zoning Assistant, at the 6 month step, beginning January 2013, pending the completion of a pre-employment physical; to approve a budget adjustment of \$47,760 to 101-401-702-050 (Planning Assistant Salary) from 101-000-390-000 (General Fund Balance). Motion voted and carried.**

Non-Union Wage  
Schedule

Manager Taylor provided the 2013 Wage Schedule for non-Union employees, noting that the schedule reflects a 2.7% increase for all steps.

**Ross moved, Mosier seconded, to approve the 2013 Classification and Wage Scale as presented, and to approve an increase in Department Head salaries to equal the non-union employees' increase of 2.7% effective January 1, 2013. Motion voted and carried.**

Res R2012-12-66  
Fee Schedule

Manager Taylor explained the proposed Fee Schedule changes, and the associated Resolution of Fees, which reflect changes to eliminate the Storm Drain fee, add a fee for the Community Center kitchen use, and to increase the Sanitary Sewer usage fee from \$85 to \$87 (2.3%).

**Balzer moved, Seeger seconded, to adopt Resolution R2012-12-66 establishing the 2013 Fee Schedule with an effective date of January 1, 2013.**

**AYES: Balzer, Ross, Mosier, Musselman, Seeger**

**NAYS: None Motion carried.**

Vacation Schedule

**Mosier moved, Ross seconded, to concur with the Benefit Committee's recommendation for non-union employees, to add one vacation day after 20 years of service for a total of 22 days off and add one vacation day after 25 years of service, for a total of 23 days off, effective January 1, 2013. Motion voted and carried.**

REPORTS &  
EXTENDED  
COMMENTS

Trustee Musselman called for Public Comment and Report, prior to the Board going into Executive Session.

Faye Hagy, 1745 E. Clark Road, questioned when the next Board meeting will be held. Trustee Musselman explained that since only one meeting is scheduled for December, the next Board meeting will be the second Monday in January. It was noted that a Special Meeting may be schedule for December, but only if budget adjustments are needed.

Manager Taylor reported the following: He will be out of the country from December 16<sup>th</sup> through December 23<sup>rd</sup>.

Trustee Musselman requested an update on the MDOT study. Taylor explained that although MSP is recommending a speed increase on the business corridor, he is hoping to delay the change. He explained the discussions that took place at the meeting.

Trustees Ross and Musselman, and including Manager Taylor, provided an update of the Next Michigan Corporation's meetings. They also provided an update of the meeting with the Airport as required by the 425 Agreement.

Trustee Balzer reported the following: Florence Hartman, a long time resident and community servant, has passed away; she is a member of the DAR, who has discovered that a Soldier of the American Revolution is buried in the DeWitt Cemetery, and a ceremony is planned for the coming year. It was suggested that the Township partner with the City of DeWitt (where soldier is buried) in the ceremony.

Clerk Mosier stated that employees are again adopting a family for Christmas and providing dollars for home heating assistance to several families through Consumers Energy.

Fire Chief Koos answered questions regarding the recent fires at Clinton Home Center and a barn on Howe Road.

Executive Session **Mosier moved, Seeger seconded, to adjourn to Executive Session at 8:35 p.m. to discuss the purchase of property.**

**AYES: Seeger, Musselman, Mosier, Balzer, Ross**  
**NAYS: None Motion carried.**

Trustee Musselman reconvened the Regular Meeting. No action was taken.

**ADJOURNMENT Seeger moved, Ross seconded, to adjourn at 9:10 p.m. Motion voted and carried.**

Respectfully submitted,

Diane Mosier, Clerk

Rick Galardi, Supervisor