

DeWITT CHARTER TOWNSHIP  
1401 W. Herbison Road, DeWitt, MI 48820  
June 13, 2016 Board Minutes

The Regular Meeting of the DeWitt Charter Township Board was called to order by Supervisor Galardi at 7:00 pm with the Pledge of Allegiance.

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

MEMBERS ABSENT: None

ALSO PRESENT       Manager Rodney Taylor, Police Chief Brian Russell, Fire Department Representatives DeKorte, Stone, and King, Police Sergeant Bill Darnell, Aaron Stevens with Abraham & Gaffney, and several citizens.

AGENDA               **Mosier moved, Musselman seconded, to approve the Agenda, adding Fee Schedule adjustment under New Business. Motion voted and carried.**

CONSENT AGENDA   **Seeger moved, Musselman seconded, to approve the Consent Agenda which included the following: approval of Township Board Minutes and Executive Session Minutes of May 23, 2016; receive and file the First Quarter Revenue and Expenditure Report; approval of General Fund Vouchers 66096 - 66177 Motion voted and carried.**

PUBLIC COMMENT   None.

PRESENTATION       Aaron Stevens with Abraham & Gaffney presented the 2015 Audited Financial  
2015 Audit           Statements. He provided an Audit Presentation which overviewed the 2015 Audited Financial Statements, Internal Control letter, and letter to the Board. Discussion centered on the Township's sound financial status and favorable Fund Balance.

COUNTY  
COMMISSIONER       Commissioner Hill reported on recent Clinton County business.  
REPORT

CORRESPONDENCE   Correspondence included the following: Activity Report GFOA's Distinguished Budget presentation Award; CASA/Kelly Schafer thank you; and a thank you from the Herman Koos family.

UNFINISHED  
BUSINESS           None.

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NEW BUSINESS      **Mosier moved, Balzer seconded, to receive and file the 2015 Audited**  
2015 Audit                      Financial Statements, and to authorize their filing with the State of Michigan,  
including the F-65 report.

CIP Appointments      **Galardi moved, Musselman seconded, to affirm the Supervisor's**  
**recommendation to appoint Trustee David Seeger, Trustee Johanna Balzer,**  
**Planning Chair Bruce Keilen, and Manager Rodney Taylor to the CIP**  
**Committee. Motion voted and carried.**

In Car Camera              Manager Taylor, Chief Russell, and Sergeant Darnell explained that the start  
System                              of this project was included in the 2016 Budget and CIP, with additional phases  
planned for the following year. Based upon their research, they are now  
recommending that the project, which includes 6 in car cameras, a standalone  
server, software, and installation and set-up, all be done in 2016. They also noted  
significant savings, negotiated by Sergeant Darnell, if all six cameras are  
purchased at the same time.

**Ross moved, Seeger seconded, to authorize the Police Department to**  
**purchase an In-Car Camera System from COBAN and authorize the**  
**Township Clerk to execute any necessary documents with a cost not to**  
**exceed \$33,020. Motion voted and carried.**

New Pumper Purchase      There was lengthy discussion about the research and recommendation made by  
The Apparatus Committee, which was formed in 2014 to research this purchase.

Discussion points: the new pumper would replace Engine 2 which has been in  
service for 30 years; the recommended purchase would serve a dual purpose as a  
rescue/pumper combination vehicle; the new pumper would be located at the  
Station 2, Herbison Road; three bids were received and opened in April of 2016;  
the committee has worked with those bidders to form a recommendation; the  
committee believes that extrication equipment should be added to the pumper in  
the years following the purchase; once extrication equipment is added to the new  
pumper, Heavy Rescue 56 would be moved to Station 1, which would provide  
extrication equipment from both stations.

With bids well above the budgeted amount, the committee began investigation  
into other options, including the purchase of a stock produced vehicle in place of  
the custom made vehicle bid. The Pierce representative found a pumper being  
built and scheduled for completion in June 2016, however several items would

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have to be added to the stock pumper. The cost of the stock pumper, with the changes, would be \$429,349.

Fire Marshall DeKorte explained that since this is a stock unit, and available on a first come first serve basis, only a purchase order will hold this unit for purchase by the Township. He noted if the unit is sold, they will not guarantee the same price for another unit, and the committee feels that the Township should take advantage of purchasing this vehicle at this price.

It was noted that the extrication equipment is not included in the budget or this quoted price.

Manager Taylor reviewed this purchase relating to the CIP, the budget, and the Fire Equipment Apparatus Master Plan.

**Balzer moved, Ross seconded, to concur with the Fire Department Apparatus Committee's recommended pumper purchase of the Pierce Stock modified Unit 28933 for \$429,349. Motion voted and carried.**

Budget  
Adjustments

**Mosier moved, Seeger seconded, to approve the following: 1)the loan from the Water Fund to the General Fund for \$325,000 to assist in the purchase of the / new rescue/pumper 2)an adjustment to the 2016 Budget of \$33,000 to 101-301-977-000 (Police-Capital Expenditures) from 245-000-390-000 (Equipment Reserve Fund Balance) 3)an adjust to the 2016 Budget of \$104,500 to 101-336-978-000 (Fire Vehicle Replacement) from 245-000-390-000 (Equipment Reserve Fund Balance) 4)an adjustment to the 2016 Budget of \$325,000 to 101-336-978-000 (Fire-Vehicle Replacement) from 101-390-000-000 (General Fund Balance). Motion voted and carried.**

**Seeger moved, Balzer seconded, to approve the following 2016 Budget adjustment to cover unemployment benefits: \$13,079 to 101-265-705-000 (Township Hall/Benefits) from 101-000-390-000 (General Fund Balance). Motion voted and carried.**

Maintenance  
Staff  
Recognition  
Merit Award

**Balzer moved, Seeger seconded, to approve an award of an additional 8 hours (one work day) of compensatory time to John Moody, Joe Ward, and Jeff Jakeway, in recognition of their performance in maintaining the Township Cemeteries. Motion voted and carried.**

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Employment Rec/Maint     **Balzer moved, Ross seconded, to waive Policy 8.13 Employment of Relatives of the Personnel Policies and Procedures Manual to hire Michael Stone for the seasonal maintenance position contingent upon the completion of the pre-employment process. Motion voted and carried.**

Contract Hi-way Motel Demo     Manager Taylor reviewed his memo regarding the contract/bids for the demolition of the Hi-way Motel.

**Ross moved, Seeger seconded, to authorize the Township Clerk to execute a contract with Michigan Demolition & Excavation for the demolition of the Hi-way Motel in an amount not to exceed \$35,000, plus a 15% contingency, or \$40,250. Motion voted and carried.**

Lighted Intersection Contracts     **Mosier moved, Daggy seconded, to approve Resolution R2016-06-10 authorizing Consumers Energy to install one 100 HPS Cobrahead light at the intersection of Turner and Theresa and approve the Authorization for Change in Standard Lighting Contract for the same, and to approve Resolution R2016-06-11 authorizing Consumers Energy to remove 2/150 HPS lights at the intersection of Old US-27 and Stoll Road and approve the Authorization for Change in Standard Lighting Contract for the same.**

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

Fire Dept/ Officer in Charge     **Galardi moved, Seeger seconded, to authorize Manager Taylor to appoint Dave DeKorte as Officer in Charge for the Fire Department as needed and to provide a stipend of \$1,250 per month. Motion voted and carried.**

Foreclosure/ Government First Right of Refusal Properties     Manager Taylor's memo, and list of properties under the Governmental First Right of Refusal was discussed at length. As always, Manager Taylor will continue to monitor these properties. No action was taken.

Mutual Aid Delta Twp     **Mosier moved, Daggy seconded, to authorize Supervisor Galardi, Manager Taylor, and Clerk Mosier to execute the Mutual Aid and Idemnity Agreement between DeWitt Charter Township and Delta Township. Motion voted and carried.**

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Fee Schedule Modification Manager Taylor reported that he was approached by a new travel soccer club to use fields at Valley Farms Park, as they are looking to use the fields for 350 hours in the Fall of 2016 and Spring of 2017. He pointed out that our Fee Schedule currently does not address these types of rentals/use. The issue was discussed at length, and some concerns were raised about the details of an agreement, how this would affect DARA programs, and what would be fair in these types of situations.

**Musselman moved, Mosier seconded, to authorize the Manager to work with Nationals Soccer Travel Soccer Club to reach an extended rental agreement and to adjust the fees accordingly from the 2016 adopted Schedule of Fees, Schedule H, Facility Fee Schedule. Motion voted and carried.**

COMMENTS Manager Taylor reported the following: the 2017 budget process is underway, and in his attempt to handle deficits he has delayed the new parking lot project at the Community Center, and additional signage at parks; updated the Board on the S2 Grant Deadlines; the next Board meeting will be cancelled if there is not pressing New Business.

Trustee Ross congratulated Manager Taylor on the Budget award. He also reported on the recent Next Michigan meeting, noting that no City of Lansing representatives have been attending.

Trustee Musselman commented positively on a recent visit to Motz Park.

Treasurer Daggy reported on the summer tax roll and mailing of sewer bills.

Fire Marshall DeKorte reported on recent mutual aid responses and local fire activity.

ADJOURN **Meeting adjourned at 9:25 p.m. Motion voted and carried.**

Respectfully submitted,

Diane Mosier, Clerk

Rick Galardi, Supervisor