

DeWITT CHARTER TOWNSHIP  
1401 W. Herbison Road, DeWitt, MI 48820  
August 8, 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, Brian Ross, David Seeger

MEMBERS ABSENT: None

ALSO PRESENT Manager Rodney Taylor; Fire Marshal Dave DeKorte; County Commissioner Ann Hill; DeWitt District Library Director Jennifer Balcom; and several citizens.

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

CONSENT AGENDA **Musselman moved, Seeger seconded, to approve the Consent Agenda which included the following: approval of Township Board Minutes of July 11, 2016; receive and place on file the Draft Planning Commission Minutes of July 5, 2016 and the Election Commission Minutes of July 5, 2016; receive and place on file the 2<sup>nd</sup> Quarter Revenue & Expenditure Report; approval of General Fund Vouchers of 66292-66424 and Tax Fund Vouchers 8353-8362. Motion voted and carried.**

PUBLIC COMMENT None.

PRESENTATIONS DeWitt District Library Director Jennifer Balcom provided an update on the DeWitt District Library District Library construction upgrades, explaining the changes that are taking place. Also discussed: 1) the Briggs District Library Proposal passage and the effect that will have on Library revenue and patrons 2) Bath's roll in our District Library and how Bath's future plans for a library will affect DeWitt District Library Revenue.

COMMISSIONER COUNTY COMMISSIONER HILL provided an update on Clinton County business.  
REPORT

CORRESPONDENCE Correspondence included the following: Activity Report; Clinton County Drain Commissioner notice of Rouse Drain Repairs; Unofficial August 2<sup>nd</sup> Primary Election Results; Looking Glass Intercounty Drain Board July 21, 2016 minutes; Fire Department Burning Issues Newsletter; August 25<sup>th</sup> RJ Scheffel Memorial Toy Project Open House; State of Michigan/Department of Treasury 2015 Audit

Letter; Clinton County Sheriff June Statistics; Stacey Messina Thank You to the Fire Department.

Supervisor Galardi commended Fire Marshal DeKorte and the Firefighters for their good public relations interactions.

UNFINISHED

None.

NEW BUSINESS  
Consideration of  
Dangerous Bldg Ord

Chief Building Official Charles Rau reviewed his memo, dated August 5, 2016, which explained the benefits of adopting a Dangerous Building Ordinance, and provided examples of dangerous structures within the Township that we could address more effectively if an ordinance were in place.

Several Board members commented that if the Property Maintenance Code does not effectively address these structures, then for safety reasons, additional measures should be taken. It was pointed out that although an ordinance may assist the Township in handling, in a more timely manner, these unsafe structures, the actual demolition of those unsafe structures may create additional costs if the responsibility of demolition falls to the Township.

It was determined that Chief Building Official Rau will work to develop a Dangerous Building Ordinance that will be presented back to the Township Board for consideration.

Supervisor Galardi pointed out that the adoption of a Dangerous Building Ordinance will increase the Township's policing/enforcement powers and is something that we take very seriously.

Hiring/Fire Dept

Fire Marshal DeKorte provided information on eight suggested hires for Paid-On-Call Firefighter/MFR employees. Supervisor Galardi commended DeKorte, and other firefighters on their recruitment efforts.

**Ross moved, Balzer seconded, to hire Michael Hawkins, Corey Bulock, Jordan Dick, Ben Wyskowski, Johnathan Esch, Kevin Hazel, Michael Stone, and Jason Traub as a Paid-On-Call Firefighter/MFR at-will employees pending completion of an employment physical. Motion voted and carried.**

Stipend/Saylor/Mixon

Manager Taylor reviewed his memo, dated August 5, 2016, which explained that due to a medical absence of office staff in the Police Department, Deb Saylor

has taken on additional duties and worked additional hours for an extended period of time. He stated that he would also like to add Regina Mixon to this recommendation, since she too has taken on additional duties and is working additional hours. He noted that both are performing work in a higher classification than their current position classifications.

**Motion by Mosier, second by Daggy, to authorize the payment of a one-time stipend to Deb Saylor in the amount of \$550, and a one-time stipend to Regina Mixon in the amount of \$450. Motion voted and carried.**

Design/Bidding-  
Herbison Road Path  
Contract/Bud Adj

Manager Taylor reviewed his memo, dated August 5, 2016, outlining progress to date on the Herbison Road Pathway Project, which will resurface Herbison Road from Old US-27 to Schavey Road as well as a 10 foot concrete pathway from Old US-27 to Panther Drive.

He explained that this is a partnership project with the Township, the City of DeWitt, and the Clinton County Road Commission. He provided figures for Phase I showing the Township's share of the costs to be approximately \$180,476, to be paid from 425 monies. He also provided an agreement with C2AE for the creation of design and bidding documents.

He stated that although the memo he provided is in reference to Phase I of three Phases for this project, recent developments have made it beneficial to move forward with Phase I and Phase II at the same time, in 2017. The Board agreed that moving forward with Phase I and Phase II is the option for moving forward. Manager Taylor will return with figures for Phase II of the Project.

The fact that the pathway will need to cross Herbison Road in Phase I was also discussed. Details for the crossing are still being considered during this design phase of the project.

**Ross moved, Mosier seconded, to authorize the Township Clerk to execute an agreement with C2AE for the creation of design and bidding documents related to the Herbison Road Shared Use Pathway Project, in an amount not to exceed \$47,800, and to approve the following budget adjustment to the 2016 Budget: \$47,800 to 101-446-977-950 (Roads-Cap Exp. NMT) from 101-000-380-000 (425 Reserves). Motion voted and carried.**

**Ross moved, Musselman seconded, to authorize Manager Taylor to proceed with Phase I and Phase 2 of the Herbison Road Pathway Project at the same time. Motion voted and carried.**

Set Public Hearing  
Annual Streetlight  
Assessments

**Balzer moved, Daggy seconded, to schedule a Public Hearing to hear comments relative to the annual assessment for streetlight costs for Monday, September 12, 2016, 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.**

Accessible Playground

Manager Taylor reviewed his memo, dated August 5, 2016, which presented possibilities for another partnership with the non-profit CASE Cares, this time for an accessible playground for use by those of all abilities.

Manager Taylor explained that the Township is one of the communities being seriously considered for a project with a total cost of between \$180,000 and \$200,000 which could be adjacent to the Miracle League Ball Field in Valley Farms Park. Monies from grants and CASE Cares (or equipment) may be available for this project.

The following topics were discussed: 1)the tie in this playground would have with the Miracle Field and the current infrastructure within the park 2)the infrastructure installed with the Miracle Field has provided additional opportunities for senior citizens, because they can now attend Valley Farms sporting events and watch their grandchildren 3)further developing the Valley Farms Park with this type of playground just continues the theme that children, adults, and seniors can interact together in a way that has not been possible before.

The Board indicated interest in partnering with CASE Cares on this project and it was a consensus to support further negotiations. Discussion determined that the Township would be willing to contribute financially to this project.

**Mosier moved, Ross seconded, to authorize the Township Manager to continue to investigate the opportunity to work with CASE Cares and partner with them to build an accessible playground at Valley Farms Park, based upon the discussion held this evening. Motion voted and carried.**

2017 Budget  
Presentation

Manager Taylor explained that he will be making presentations for the 2017 Budget in segments beginning with this meeting where he will cover three areas: 1)the Budget Calendar 2)Fund Balance/Reserves 3)Bad news/MERS Defined Benefit Pension Program.

1)Relating to the Budget Calendar: the calendar was reviewed, through the October 24<sup>th</sup> projected adoption.

2)Relating to the Fund Balance/Reserves: Manager Taylor explained that although the Township has been able to accomplish several Capital Improvement Projects in recent years, these large capital expenditures (some even funded with grant dollars) have caused us to be required to put more monies into reserve, based on the Township funding formula. He provided graphs and figures explaining the impact this has had on our Fund Balance and Reserve Funding.

3)MERS Defined Benefit Pension Plan (Police): Manager Taylor explained the new actuarial assumptions have changed the funding formulas, increasing the Township's future liability. He reviewed the numbers and assumptions which determine the dollars for funding the program. He noted that the numbers for the employee contributions, both supervisory and non-supervisory will also increase, and there will be a need to discuss these issues in depth with the unions in the very near future. He explained that since the projected funding numbers in 2020 could be as high as a ½ million dollar annual expenditure, that the current projections make this program unsustainable into the future. Example: the current unfunded liability under the new actuarial assumptions is 1.5 million, and that number is projected to increase to as high as 4.1 million by 2020, and our budget now needs to reflect how the Township plans to fund this liability.

Budget discussions will continue at the upcoming meetings.

REPORTS &  
COMMENTS

Faye Hagy, 1745 E. Clark Road, commented that she has been experiencing difficulty receiving the DeWitt Bath Review. She was directed to the Township's Web Site as a reliable source of information.

Trustee Musselman reported that additional monies have been negotiated for payment as outlined in the Township/DARA Contract. Clerk Mosier questioned what the additional monies will be used for, and commented on the condition of the building at the recent election, a condition that she attributes directly to having 100 kids in the Community Center for the entire summer.

Fire Marshall DeKorte reported on some joint training efforts which will be utilized to train some of our new hires. Supervisor Galardi noted that the coming months will be an appropriate time to discuss regional opportunities.

Trustee Balzer reported on the upcoming Gunnisonville Day events, which will include a Cemetery Tour. Manager Taylor will promote the event in the E-News if information is provided to him as soon as possible. She also noted that there will be no ZBA meeting for the second month in a row.

Manager Taylor reported the following: he provided an update on the Schavey Road Project; he reported getting some sidewalk requests from residents, mostly residents wanting connectivity to existing non-motorized paths/sidewalks; the DeWitt School Board will be putting a millage proposal before the voters on the November Ballot; the Hi-Way Motel is scheduled for demolition the week of the 15<sup>th</sup> of August; the land swap/relating to the previous discussion by the Board for the Water's Edge Park is no longer being requested by the Wood Road property owners .

ADJOURNMENT

**Meeting adjourned at 9:10 p.m. Motion voted and carried.**

Respectfully submitted,

Diane Mosier, Clerk

Rick Galardi, Supervisor