

DeWITT CHARTER TOWNSHIP
1401 W. Herbison Road, DeWitt, MI 48820
September 14, 2015 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, Clerk Diane Mosier, Treasurer Phyllis Daggy, and Trustees Johanna Balzer and Stephen Musselman, Brian Ross, and David Seeger

MEMBERS ABSENT: None

ALSO PRESENT Manager Rodney Taylor, Police Chief Brian Russell, Assessor Laura Tafelsky, County Commissioner Ann Hill, DARA Director Chad Stevens; SCCMUA Director Glenn Chinavare, and several citizens.

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

CONSENT AGENDA **Musselman moved, Balzer seconded, to approve the Consent Agenda, which included approval of General Operating Fund Vouchers 65023 - 65165; approval of Township Board Minutes of August 24, 2015, and to receive and file the August 2015 Investment Report and the 2015 2nd Quarter Revenue and Expenditure Report. Motion voted and carried.**

PRESENTATION DARA Director Chad Stevens reviewed the DARA 2016 Budget. Trustee Ross suggested that a narrative of the 2015 accomplishments and the 2016 goals would be helpful to our Board. Clerk Mosier suggested that it may be time to take a look at our contract details, specifically the financial agreements between DARA and the Township Board.

Discussion determined that Manager Taylor will review the contract details in the near future and report back to the Board.

BRIEF PUBLIC COMMENT None

PUBLIC HEARING Supervisor Galardi called to order the Public Hearing for the Annual Assessment of Streetlighting Annual Assessment of Costs. Manager Taylor and Assessor Tafelsky explained the process for the annual streetlight assessments, Streetlight Costs and provided details of the projections that the Board of Water and Light costs will increase with this assessment and that the Consumers costs will decrease.

Clerk Mosier noted that although a few calls were received asking questions about the process, no objections were expressed and no letters of objections were received.

Seeger moved, Musselman seconded, to close the Public Hearing. Motion voted and carried.

Mosier moved, Seeger seconded, to adopt Resolutions R2015-09-18 through R2015-09-62 establishing the streetlighting assessments for the 2015 tax levy.

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

COUNTY

COMMISSIONER Commissioner Hill provided a general update on Clinton County business.

CORRESPONDENCE Correspondence included the following: August statistics from the Clinton County Sheriff; Invitation to the Reed Insurance Grand Opening from the DeWitt City DDA; Activity Reports; Resolution for expanded operation of their trash incinerator from the Capital Regional Airport Authority; DeWitt District Library Minutes for 6/11/15 and 8/13/15; Fire Department Burning Issues Newsletter; request for operational efficiencies discussion participation from the Clinton Area Fire & Rescue; Notice of Apportionments from the Clinton County Drain Commissioner; Notice of Board of Determination from the Clinton County Drain Commissioner; Town Hall meeting invitation from Representative Leonard; Notice of Hearing from Consumers Energy.

UNFINISHED
BUSINESS

Mosier moved, Daggy seconded, to adopt, on Second Reading, Ordinance Amendment 42.5, which includes various amendments that pertain to off-street parking requirements within the DeWitt Charter Township Zoning Ordinance, which is an amendment to the Township's Codified Ordinance.

Ord Amd 42.5

Second Reading

Off Street Parking

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

Ord Amd O2015-08-10

Second Reading

Mosier moved, Daggy seconded, to adopt, on Second Reading, Ordinance Amendment O2015-08-10 Cost Recovery for Responding to Personal Injury Accidents (PIAs) which amends the Emergency Response Ordinance of the Township's Codified Ordinance.

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

NEW BUSINESS

SCCMUA

2016 Budget

Manager Taylor and SCCMUA Director, Glenn Chinavare, reviewed and discussed the 2016 SCCMUA Budget as outlined in Manager Taylor's memo, dated September 11, 2015.

Ross moved, Galardi seconded, to receive and place on file the 2016 SCCMUA Budget. Motion voted and carried.

Sanitary Sewer
Construction
Standards

SCCMUA Director Chinavare's memo, dated August 10, 2015, outlined the latest changes to the SCCMUA Construction Standards. Chinavare was available to answer questions from the Board.

Ross moved, Balzer seconded, to concur with the Southern Clinton County Municipal Utilities Authority Board of Commissioners approval of Revision No. 9 of the Sanitary Sewer Standards for the Constituent Municipalities of the Southern Clinton County Municipal Utilities Authority. Motion voted and carried.

Water Tower Quiet
Title R2015-09-64

The history of this issue and the need for action was detailed in Manager Taylor's memo dated September 11, 2015. It explained that due to a mistake made in 1979, a piece of land adjacent to the current parcel where the water tower is, technically has no owner. The proposed quiet title, after a process involving the Circuit Court, would title the parcel to the Township.

Musselman moved, Seeger seconded, to adopt Resolution R2015-09-64 that files a Quiet Title action in Clinton County Circuit Court on a .742 acre parcel located adjacent to the water tower.

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

US27 Median Land-
scaping Contract
& Budget Adj

Manager Taylor reported that bids have been received for the previously approved landscaping project on Old US27 just north and south of I-69. He provided a bid tabulation from Spicer, who is recommending the low responsive bidder, Instant Shade at \$112,645. He noted that MDOT has reviewed and approved the Township's plans and permit, and once approved by the Board, construction on this project will begin yet this year.

Musselman moved, Mosier seconded, to authorize the Township Manager and Township Clerk to execute a contract with Instant Shade for installation of US-27 Median Landscaping in an amount not to exceed \$112,644.60, plus a contingency of \$11,200 and authorize the Township Manager to execute contract amendments as needed.

AYES: Balzer, Ross, Daggy, Mosier, Galardi, Musselman
NAYS: Seeger Motion carried.

Ross moved, Musselman seconded, to approve the following budget adjustment to the 2015 Budget: \$123,845 to 101-265-977-000 (Township Hall-Capital Expenditures) from 101-000-380-000 (425 Reserves).

AYES: Musselman, Galardi, Mosier, Daggy, Ross, Balzer
NAYS: Seeger Motion carried.

Sewer Bonding
Notice of Intent
R2015-09-63

Manager Taylor reviewed his memo, dated September 11, 2015, which explained his work with the bond attorney and financial advisors subsequent to the discussions and presentations from the past months about needed sewer repairs and the rebuild of Lift Station 102.

He explained that the first step in the bond process is to adopt the Notice of Intent Resolution which provides public notice of the following: 1)the Township's plans on issuing bonds in an amount up to \$4,400,000 2)the 45 day right to referendum 3)the engagement of Bendzinski & Co. as the Township's financial advisor 4)the engagement of Miller Canfield as bond attorney.

He also noted that this number is high, that all of the projects are not guaranteed to proceed, but after public notice, the number can be lower but not higher.

He provided a detailed estimates of costs for issuing the bonds and repayment of the debt. Lengthy discussion included repayment obligation details, the sewer projects to be funded with the money, and the probability that an additional bond project may be needed in 2022. It was noted that the replacement and relocation of LS 102 (previously presented to the Board by C2AE) will utilize the largest portion of the funds made available by the issuing of these general obligation bonds.

Ross moved, Balzer seconded, to adopt Resolution R2015-09-63, Notice of Intent Resolution – Limited Tax General Obligation Bonds to start the bonding process for sanitary sewer repairs.

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

Design Bidding/
Construction Services
for Sewer

Manager Taylor reviewed the proposal from C2AE for design and bidding for the following: 1)LS 102 Replacement and improvements (\$332,000) 2)Sanitary Sewer Rehabilitation Projects (\$50,000) 3)US-27 Sewer/Water Expansion (\$86,900). He noted that while this contract includes services for sewer and water expansion along Old US-27 north of Webb Road to the "top of the hill," it is important to understand that no decision has been made to move forward with this project, and more analysis is needed. He noted that if it is determined to not proceed with the Old US 27 expansion, that portion of the contract will not be executed and the bond amount will be lowered.

Ross moved, Musselman seconded, to authorize the Township Clerk to execute the proposal for engineering design, bidding, and construction services related to the Lift Station 102 Replacement, Lift Station 501 Improvements, and Sanitary Sewer Rehabilitation, and expansion of sewer and water along Old US-27 in an amount not to exceed \$468,900. Motion voted and carried.

Padgett Park Lease Manager Taylor reviewed his memo, dated September 11, 2015, providing the history of the land that is now Padgett Park, and the need for the new lease document.

Mosier moved, Balzer seconded, to authorize the Township Clerk to execute the lease agreement between Southern Clinton County Municipal Utilities Authority and DeWitt Charter Township for the use of property known as Padgett Park for a period of 30 years. Motion voted and carried.

Part Time Employee **Musselman moved, Seeger seconded, to authorize the Township Manager to arrange Treasurer's Office & additional staffing for the Treasurer's Office in an amount not to exceed \$5,500. Motion Budget Adjustment voted and carried.**

2016 Proposed **Ross moved, Mosier seconded, to set a Public Hearing on the 2016 Proposed Budget for Township Budget October 12, 2015. Motion voted and carried.**
Set Public Hearing

Workshop Discussion Discussion determined that no workshop will be held, and Manager Taylor will provide a budget presentation to the Board prior to the Public Hearing. He will also communicate with Department Heads the Board's decision and rationale for not holding a budget workshop.

REPORTS Chief Russell provided an update on the Citizens Combined Police and Fire Academy which begins this week.

Manager Taylor reported the following: new legislation has changed some requirements for owners/operators of Mobile Home Communities; the Citizens Committee investigating the possibility of a Dog Park in the DeWitt area continues to meet and evaluate possible sites; he recently attended a meeting where a movement appears to be underway to classify the Looking Glass River an intercounty drain (Livingston, Shiawassee, Clinton and Ingham) and there is one legal opinion stating that under current law the river is already an intercounty drain.

Trustee Balzer noted that the next meeting relating to the movement to classify the Looking Glass River into an intercounty drain is at the Clinton County Courthouse on October 6. She also reported that no meeting was held by the Zoning Board of Appeals.

Trustee Seeger reported that the next meeting of the Clinton County Township Officers Association will be Wednesday, September 16th at Riley Township.

Treasurer Daggy reported that today was the last day to pay Summer Taxes without penalty.

Clerk Mosier initiated discussion regarding changing the time and location of the Employee Appreciation Event. She also commended staff and the Clinton County Court System on their recent efforts to improve the safe living conditions at the Highway Motel.

PUBLIC COMMENT None.

ADJOURNMENT **Seeger moved, Balzer seconded, to adjourn at 9:05 p.m. Motion voted and carried.**

Respectfully submitted,

Diane Mosier, Clerk

Rick Galardi, Supervisor