



1401 W. Herbison Road, DeWitt, MI 48820  
July 25, 2022 Board of Trustees Meeting Minutes

The Regular Meeting of the DeWitt Charter Township Board of Trustees was called to order by Supervisor Galardi at 7:25 PM with the Pledge of Allegiance.

**MEMBERS PRESENT** Supervisor Rick Galardi, Clerk Adam Cramton, Treasurer Sandy Stump, and Trustees David Seeger, Brian Ross, David Fedewa, and Steven Smith.

**MEMBERS ABSENT** None.

**ALSO PRESENT** Manager Andrew Dymczyk, Interim Police Chief Jason Jones, Fire Chief Dave DeKorte, Community Development Director Brett Wittenberg, and several citizens.

**AGENDA** **Seeger moved, Smith seconded, to approve the agenda as presented.**

**AYES: Fedewa, Ross, Seeger, Smith, Stump, Cramton, Galardi.**

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

**CONSENT AGENDA** **Fedewa moved, Ross seconded, to approve the Consent Agenda which included the following: Board of Trustees special meeting draft minutes, July 11, 2022; Board of Trustees regular meeting draft minutes, July 11, 2022; Board of Trustees closed session draft minutes with a date correction requested, July 11, 2022; Planning Commission regular meeting draft minutes, July 5, 2022; and General Vouchers 74440-74499.**

**AYES: Seeger, Fedewa, Stump, Smith, Ross, Cramton, Galardi.**

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

**PUBLIC COMMENT** None.

**PRESENTATION** None.

**PUBLIC HEARING** None.

**COUNTY COMMISSIONER REPORT** County Commissioner Ken Mitchell was present and updated the Board about the following:

- New emergency radios and emergency sirens issues
- ARPA funded county internet project
- Zillow property tax information request

Trustee Smith requested that Clerk Cramton be placed on the Commission minutes distribution for inclusion in Township Board correspondence.

**CORRESPONDENCE** Correspondence included the following: Q2 2022 Cash and Investments; Q2 2022 Financial Reports; DeWitt Township Fire Department June 2022 Activity Report; DeWitt Township Fire Department 2021 Annual Report; Clinton County Sheriff's Office June 2022 Jail Billing; Clinton County Drain Commissioner notice to property owners –

Faiver; Clinton County Drain Commissioner notice to property owners – Keilen; and Clinton County Drain Commissioner notice to property owners – Prairie Creek.

UNFINISHED

None.

BUSINESS

Ordinance 2022-01-01;  
Mobile Food Vending  
(Food Trucks)

In January staff brought forward a draft ordinance which seeks to provide operational standards and regulations pertaining to mobile food vending within DeWitt Charter Township. Based upon discussion at that meeting, staff revised the initial draft to incorporate the suggestions that the Township Board provided for discussion at the May 23, 2022 meeting. At the May meeting, the only question from the Township Board was regarding Section 5.80 (2) f., requiring the signature of the property owner or authorized agent, and if it would be permissible to have a tenant sign the application instead of the property owner. Staff is of the opinion that the property owner or authorized agent should be the required signature. The rationale is that as the property owner and/or landlord, they should coordinate with their tenants and, if you are a tenant, you should coordinate with the property owner.

At the June 27, 2022 Township Board meeting, the Board approved on first reading without changes.

**Ross moved, Fedewa seconded, based on discussions from the January and May meetings, and after finding that the proposed amendments have complied with the process for amending the Ordinance, to approve the second reading of Ordinance 2022-01-01 pertaining to mobile food vendors.**

**AYES: Smith, Seeger, Fedewa, Cramton, Ross, Stump, Galardi.**

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

NEW BUSINESS

Police Chief Contract

Since the Board of Trustee's action on July 11, 2022, the Manager's Office has been in contact with Matthew Merony. Manager Dymczyk and Mr. Merony met on July 22, 2022 to discuss contract and employment terms. The two parties reviewed the employment agreement and all are comfortable with its contents. The employment agreement was distributed to the Board on Monday, July 25, 2022.

The Board expressed its gratitude for the process and for the members of the Personnel Committee; Supervisor Galardi, Treasurer Stump, Trustee Ross, and everyone who had a role in the process of delivering two extremely qualified candidates for Board consideration.

**Seeger moved, Smith seconded, to approve the employment agreement between the Township and Matthew Merony for the position of DeWitt Charter Township Chief of Police, contingent upon the successful completion of the pre-employment physical and background investigation, effective August 22, 2022 through December 31, 2024, and to authorize the Township Manager and Township Clerk to execute the same.**

**AYES: Ross, Cramton, Smith, Seeger, Stump, Fedewa, Galardi.**

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

Township Manager’s Annual Evaluation & Salary Consideration

The Personnel Committee met with Township Manager Dymczyk on June 8, 2022, to conduct the Manager’s annual evaluation. Based upon a review of the Manager’s overall performance, goals, and township operations, the Personnel Committee recommends increasing Manager Dymczyk’s annual salary to \$130,000 to align compensation with what the current market dictates. The proposed increase in compensation leverages the Manager’s tenure and experience with a robust list of identified township priorities and ongoing projects.

The Personnel Committee meeting minutes of June 8, 2022 were provided.

All Board members commented on their appreciation and support for Manager Dymczyk and their desire to continue the projects facing the Township in the future. The Board also commented on their desire for the Township’s compensation level to remain competitive with the market for all Township employees.

**Galardi moved, Ross seconded, to approve an annual salary for the Township Manager of \$130,000, effective at the start of the current pay period beginning on July 17, 2022; and to approve the following corresponding budget adjustments:**

<b>\$10,350</b>	<b>To: 101-172-702-000 Salaries</b>	<b>From: 101-000-390-000 General Fund Balance</b>
<b>\$1,825</b>	<b>To: 101-172-705-000 Benefits</b>	<b>From 101-000-390-000 General Fund Balance</b>

**AYES: Ross, Stump, Smith, Seeger, Fedewa, Cramton, Galardi.**

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

EXTENDED PUBLIC, STAFF, & BOARD COMMENTS

Randy Campbell, 805 E. Sheridan Rd., inquired about the status of Rotunda Mobile Home park and stated his concerns for the current state of squatting within the abandoned trailers. Supervisor Galardi responded that the Township is aware of the situation and the Building and Police Departments are monitoring while exploring possible enforcement actions.

Community Development Director Brett Wittenberg reported that Planner Alex Bahorski has taken a position with the City of Royal Oak and has left the Township. The Board expressed their best wishes for his future.

Fire Chief Dave DeKorte presented that interviews for three paid-on-call firefighter positions are forthcoming. He also informed the Board that Assistant Chief North has been with the Township for 41 years and there will be a celebration in Fire Station 2 after tonight’s meeting.

Interim Police Chief Jason Jones reported that there have been 25 arrests in the two weeks since the last Board meeting. Of the 25, 16 have resulted in felony charges, and 7 included resisting arrest. Drugs and concealed weapons continue to be an increasing problem for the Township.

Manager Dymczyk offered updates on the following:

- Municipal Building South status meeting on August 1
- Paid-on-call firefighter interviews
- 2023 Budget status
- Manager's weekly update
- New hire Police Chief status
- Township Assessor performance evaluation
- Possible code enforcement actions with Attorney Revore
- Assessing Administrative Assistant Deb Kloosterman has left the Township

Manager Dymczyk thanked the Board and all Township staff for the outpouring of support in response to the personal losses for both him and Assistant Manager Coleman.

Trustee Smith confirmed that incoming Police Chief Merony will have input in the 2023 Budget process for the Police Department.

Trustee Ross engaged the Board on the status of the sale of the historic Gunnisonville School. He also thanked Interim Police Chief Jones for his leadership in the Police Department.

Trustee Seeger presented that the Clinton County 4H Fair will be held from August 1 until August 8. He commented that any enforcement actions by local authorities against mobile home parks are made difficult by the protections offered the by State of Michigan.

Clerk Cramton reminded the Board that the Election Commission will be meeting on July 26 to conduct the public test of ballots and equipment in preparation for the August 8, 2022 Primary Election.

ADJOURNMENT

**Seeger moved, Ross seconded, to adjourn 8:32 PM.**

**Motion voted and carried.**

Respectfully submitted,

Adam Cramton, Clerk

Rick Galardi, Supervisor