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TRUSTEES
David Fedewa
Brian Ross
David Seeger
Steven Smith

MANAGER
Andrew Dymczyk

TO: DeWitt Charter Township Board of Trustees

FROM: Adam Cramton, Clerk

SUBJECT: 2023 Township Board Meeting Dates
2023 Union Employee Holiday Schedule
2023 Township Hall Closing Schedule / Holiday Schedule
2023 Committee & Commission Meeting Dates

DATE: November 23, 2022

- a) Attached, please find Resolution 2022-11-68, Township Board Meeting Dates for 2023. There is nothing out of the ordinary about this schedule, and it is in the same format as previous years.

Suggested Action: to adopt Resolution 2022-11-68 establishing meeting dates for the Township Board for 2023.

- b) Under the current union contracts, the Township must approve a Union Employee Holiday Schedule each year. The proposed schedule is attached.

Suggested action: to adopt the Union Employees 2023 Holiday Schedule, as presented.

- c) Attached is the 2023 Township Hall Closing Schedule / Holiday Schedule. Typically, this schedule does not require any Board action. However, this year, the 4th of July falls on a Tuesday. There is precedent that when this occurs, the Board may grant an additional day either before or after the holiday; most recently in 2019.

Suggested action: to adopt the 2023 Township Hall Closing Schedule / Holiday Schedule, adding July 3, 2023, as an additional administrative leave day for non-union employees, and to post accordingly.

- d) Attached for your information is selected 2023 Committee and Commission meeting dates. This does not require any action from the Board.

RESOLUTION
2022-11-68
Board of Trustees Meeting Dates for 2023

At a Regular Meeting of the Board of the Charter Township of DeWitt, County of Clinton, State of Michigan, held in said Township Hall on the 28th day of November, 2022, at 7:00 PM, the following Resolution was offered by _____ and supported by _____.

MEMBERS PRESENT: _____

MEMBERS ABSENT: _____

NOW THEREFORE BE IT RESOLVED: That this meeting will hereby establish that there will be two (2) regular monthly meetings (except in December) held by the Township Board as follows:

1. All Regular Meetings will be held at the DeWitt Charter Township Hall, 1401 West Herbison Road, DeWitt, MI 48820 unless otherwise posted.
2. Meetings will be held on the second and fourth Mondays of each month, except when said Monday falls on a legal holiday, then said meeting shall be held on the next business day which is not a legal holiday, and will commence promptly at 7:00 p.m.
3. The Township Board will hold only one regularly scheduled meeting in the month of December.
4. Dates of the meetings for the year 2023, mentioned in paragraph two (2) above, will be on the following Mondays (unless otherwise noted):

January	9 and 23	July	10 and 24
February	13 and 27	August	14 and 28
March	13 and 27	September	11 and 25
April	10 and 24	October	9 and 23
May	8 and 22	November	13 and 27
June	12 and 26	December	11

AYES: _____

NAYS: _____

ABSENT: _____

The foregoing Resolution declared adopted on the 28th day of November, 2022.

Adam Cramton, Clerk

UNION EMPLOYEES HOLIDAY SCHEDULE 2023

January	1	Sunday	New Year's Day
January	16	Monday	Martin Luther King Jr. Day
April	7	Friday	Good Friday
May	29	Monday	Memorial Day
July	4	Tuesday	Independence Day
September	4	Monday	Labor Day
November	11	Saturday	Veteran's Day
November	23	Thursday	Thanksgiving Day
November	24	Friday	Thanksgiving Day
December	24	Sunday	Christmas Eve
December	25	Monday	Christmas Day
December	31	Sunday	New Year's Eve

Township Office Closings Year End 2022 and Year 2023

Upcoming 2022	Friday,	December 23	(Christmas Eve Day Observed)
	Monday,	December 26	(Christmas Day Observed)
	Friday,	December 30	(New Year's Eve Day Observed)
	Monday,	January 2	(New Year's Day Observed)

THE TOWNSHIP HALL WILL BE CLOSED ON THE FOLLOWING DATES IN 2023

January	2	Monday	New Year's Day (Observed)
January	16	Monday	Martin Luther King Jr. Day
April	7	Friday	Good Friday
May	29	Monday	Memorial Day
July	3&4	Mon / Tues	Independence Day
September	4	Monday	Labor Day
November	10	Friday	Veteran's Day (observed)
November	23	Thursday	Thanksgiving Day
November	24	Friday	Thanksgiving Day
December	22	Friday	Christmas Eve (Observed)
December	25	Monday	Christmas Day
December	29	Friday	New Year's Eve (Observed)
January	1	Monday	New Year's Day (Observed)

CHECK MEETING DATES FOR MEETINGS THAT FALL ON A HOLIDAY



MEETING DATES FOR 2023

All meetings are held at the Township Hall unless otherwise noted.

BOARD OF TRUSTEES

Meetings are held at 7:00PM on the second and fourth Monday of each month unless said Monday is a recognized holiday whereby the Board will meet the next day (Tuesday).

January	9 and 23	May	8 and 22	September	11 and 25
February	13 and 27	June	12 and 26	October	9 and 23
March	13 and 27	July	10 and 24	November	13 and 27
April	10 and 24	August	14 and 28	December	11

PLANNING COMMISSION

Meetings are held at 7:00 p.m. on the first Monday of every month unless said Monday is a recognized holiday whereby the commission will meet the next day (Tuesday).

January	3 (Tuesday)	May	1	September	5 (Tuesday)
February	6	June	5	October	2
March	6	July	5 (Wednesday)	November	6
April	3	August	7	December	4

BOARD OF APPEALS

Meetings are held at 7:00 p.m. on third Wednesday of every month unless no applications have been filed.

January	18	May	17	September	20
February	15	June	21	October	18
March	15	July	19	November	15
April	19	August	16	December	20

CORRIDOR IMPROVEMENT AUTHORITY (CIA)

Meetings are held at 6:00 p.m. on the first Tuesday of every month unless the first Monday is recognized as a holiday, whereby the Planning Commission will meet on the first Tuesday (next day) and the CIA will meet on Wednesday. The July meeting is delayed one week due to the July 3 & 4 Holiday moving PC to the 5th.

January	4 (Wednesday)	May	2	September	6 (Wednesday)
February	7	June	6	October	3
March	7	July	11 (2 nd Tuesday)	November	7
April	4	August	1	December	5

PUBLIC SAFETY COMMITTEE

The first meeting of the year will be held on the third Tuesday of the month, Tuesday, January 17, 2023, at 2:00 p.m. Thereinafter meetings will be held on an as needed basis. The Committee set this meeting at their September 20, 2022 meeting.