



1401 W. Herbison Road, DeWitt, MI 48820  
September 12, 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 7:00 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, Police Chief Matt Merony, Fire Chief Dave DeKorte, Community Development Director Brett Wittenberg, and several citizens.

**POLICE CHIEF OATH** Supervisor Galardi administered the Oath of Office to Police Chief Matt Merony. Chief Merony's family was in attendance to witness the occasion.

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

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

**CONSENT AGENDA** **Seeger moved, Fedewa seconded, to approve the Consent Agenda which included the following: Board of Trustees regular meeting draft minutes, August 22, 2022; and General Vouchers 74634-74719 Tax Vouchers 9432-9440.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

**PUBLIC COMMENT** None.

**PRESENTATION** None.

**PUBLIC HEARING** None.

**COUNTY  
COMMISSIONER  
REPORT** None.

**CORRESPONDENCE** Correspondence included the following: DeWitt Township 2023 Draft Budget; and Consumers Energy Notice of Hearing.

**UNFINISHED  
BUSINESS** None.

**NEW BUSINESS**

Permanent Sidewalk Easements – Clifford and Amy Waddell; Anthony and Nicole Toune

Several years ago, residents of the Looking Glass Pines Subdivision approached the Township about a 10-foot private walkway identified on the Subdivision Plat for Looking Glass Pines No. 3. The prior and current Township Managers have had discussions with various residents over the years, including the property owner whose lot is encumbered by the private walkway (Clifford “Kip” and Amy Waddell), regarding the possible construction of the private walkway.

At the May 13, 2019, Township Board meeting, Mr. Waddell raised concerns with the location of the identified private walkway as it could be within 2 feet of his residence. Other residents in attendance at the meeting were empathetic to Mr. Waddell’s concerns regarding the location of the identified walkway while still desiring the construction of a pathway in some fashion. On September 13, 2019, Mr. Waddell submitted an informal petition requesting information regarding cost, creation of an assessment district, and how the district is created and functions.

In June of this year, Planning Department staff obtained the services for a survey to identify a potential relocation of the identified walkway further from Mr. Waddell’s residence. In coordination with the two property owners that would be encumbered by the relocated pathway, Clifford “Kip” and Amy Waddell, and Anthony and Nicole Toune, the Township was able to identify a new location for the proposed pathway that was acceptable to all parties.

Should the Township Board accept the sidewalk easements, and authorize execution of said easements, it would allow for the construction of a 5-foot concrete sidewalk within the sidewalk easement area identified on the two easements under consideration. As part of the Permanent Sidewalk Easements, in return for the property owners providing the relocated easements at no cost to the Township, the Township would be responsible for the installation of the sidewalk and future repair, replacement, and maintenance of the sidewalk excluding ice and snow removal. While the granting of the easements would allow for the location and installation of the sidewalk, the method of financing (cost) has yet to be determined.

Should the Township Board accept the easements, upon execution, the Township will record the documents with the Clinton County Register of Deeds.

The Board discussed the request from residents of Looking Glass Pines, at the May 13, 2019 meeting, to have the new path constructed of concrete.

**Fedewa moved, Smith seconded, to approve the following actions:**

- 1. The Township Board accept the permanent sidewalk easement from Clifford and Amy Waddell and authorize the Supervisor and Clerk to execute said easement.**
- 2. The Township Board accept the permanent sidewalk easement from Anthony and Nicole Toune and authorize the Supervisor and Clerk to execute said easement.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

Letter of Agreement  
with POLC Non-  
Supervisory Division

As the Board has previously discussed, the Manager's Office and the Police Department has experienced some difficulty in attracting candidates for the position of Patrol Officer. The hiring process has been engaged twice, once in January of this year, and again in March, and did not achieve the acceptable results. Given the current climate for the position of Patrol Officer, Manager Dymczyk feels that advertising beyond the established starting wage may attract additional quality candidates.

The Manager's Office has worked with the Police Officers Labor Council Non-Supervisory Division Union Steward on a draft Letter of Agreement allowing for hiring above the established starting wage in the event of hiring difficulties. Manager Dymczyk recommends authorizing the Manager's Office and Township Clerk to execute a Letter of Agreement with POLC Non-Supervisory allowing the Township to start new hire employees at any step in the wage scale.

**Seeger moved, Smith seconded, to authorize the Manager's Office and Township Clerk to execute a Letter of Agreement with POLC Non-Supervisory allowing the Township to start new hire employees at any step in the wage scale.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

Commitment Letter –  
Fire Department 2023  
Medical First  
Responder Vehicle

The 2023 Capital Improvement Plan and replacement schedule has a medical first responder vehicle slated for replacement in 2023. The cost of this purchase is also included in the draft of the 2023 Township budget. After much discussion with Chief DeKorte, the department would like to purchase a 2023 Ford F150 Lightning utilizing MiDeal pricing. Given the popularity of this vehicle and the current supply chain difficulties within this industry, Manager Dymczyk would recommend a commitment letter to purchase the vehicle ahead of the anticipated 2023 budget adoption.

MiDeal is the State of Michigan's extended purchasing program that allows Michigan cities, townships, villages, counties, school districts, universities, colleges, and nonprofit hospitals to buy goods and services from state contracts. The program is authorized by Michigan Legislation and has been in existence since 1984.

Trustee Smith raised several concerns about the viability of an electric vehicle for the intended purpose. The remainder of Board membership did not feel similarly.

Fred Koos, 14201 DeWitt Rd., stated that he hopes that the Board will continue to consider business items on their individual merits, rather than for any potential political implications.

**Fedewa moved, Seeger seconded, to authorize the Manager's Office to execute a commitment letter to Signature Ford of Owosso for the purchase of a 2023 Ford**

**F150 Lightning for the Fire Department to replace a medical first responder vehicle.**

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

**NAYS: Smith.**

**ABSENT: None.**

**Motion carried.**

Granger Meadows  
Enhancements –  
Building Permit Waiver

At the July 11<sup>th</sup> Board meeting, site improvements were approved at Granger Meadows Park with Gordon Construction Services. Since that time, the project has progressed to establishing construction timelines, procurement of materials, and logistics of the project. With the project being conducted on behalf of the Township, Manager Dymczyk recommends waving the building permit fee for the Granger Meadows site improvements.

For this project, a building fee of \$7,103 would have been charged. With the project belonging to the Township, these fees would be ultimately charged back to the Township by the contractor.

**Galardi moved, Cramton seconded, to waive the building permit fee for building permit number PB22-237 for the Granger Meadows site improvements at 1745 Granger Meadows Lane.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

Public Safety Block  
Party Food Vending

The Dairy Den of Laingsburg, and Family Tree Café of DeWitt, will be providing catering services for the Public Safety Block Party on September 24th. The recently adopted Mobile Food Vending Ordinance No. 2022-01-01 requires both an application for license as well as an application for site review. Both applications require a fee to be paid by the applicant. In this case, Clerk Cramton proposes that the Township Board consider waiving the required application fees for the applicants due to the fact that this is a catered event on Township property and the vendors will not be providing food items for individual sale.

**Seeger moved, Smith seconded, to authorize the Township Clerk to waive the Mobile Food Vendor License Application fee, as well as the Mobile Food Vendor Site Review Application fee, for the purposes of catering the Public Safety Block Party event to be held on September 24, 2022 from 4:00 PM to 7:00 PM.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

Clinton County ARPA  
Broadband Initiative

Clinton County is seeking a letter of support and funds from local municipalities for a county wide broadband initiative for rural residents to have access to high-speed internet. This initiative would not provide DeWitt Township residents with any additional access

to high-speed internet. In discussions with Clinton County, a letter of support towards the initiative would still assist the County's efforts in pursuit of their broadband initiative.

Manager Dymczyk recommends authorizing a letter of support for the Clinton County's ARPA broadband initiative without allocating any Township funds towards the project.

**Galardi moved, Cramton seconded, to authorize the Manager's Office to author a letter of support towards the Clinton County ARPA broadband initiative that does not commit Township funds.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

Assessing Department  
New Hire

The part time Administrative Assistant I in the Assessing Department transitioned from the Township in July of this year. DeWitt Township Assessor Chris Coucke, and Manager Dymczyk, conducted interviews on August 30, 2022, and recommend the hiring of Ms. Emma Dolman for the position of part time Administrative Assistant I in the Assessing Department.

Emma Dolman, 286 Brunswick Pl., Charlotte, thanked the Board for their consideration.

**Ross moved, Stump seconded, to approve the hiring of Emma Dolman at Grade 2, Step 2 of the Classification and Wage Scale, for the position of Administrative Assistant I in the Assessing Department contingent upon the successful completion of the pre-employment physical.**

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

**NAYS: None.**

**ABSENT: None.**

**Motion carried.**

EXTENDED PUBLIC,  
STAFF, & BOARD  
COMMENTS

Fred Koos, 14201 DeWitt Rd., inquired as to the intended use of ARPA funds received by the Township. Manager Dymczyk responded that the Township has two large projects upcoming in the Municipal Building South and Sanitary Sewer updates that are eligible for ARPA funds.

Community Development Director Wittenberg informed the Board of recent Planning Commission approvals of site plans for Classic Pools and an expansion of the Meijer Gas Station. He is hosting a training event for the Planning Commission in November.

Fire Chief Dave DeKorte briefly updated the Board on department participation in a cancer walk, department picnic, and positive feedback received from the Police Department regarding a recent medical response.

Manager Dymczyk offered updates on the following:

- Pre-construction meeting for the Granger Meadows Park enhancements
- Assessing Department Administrative Assistant Interviews

- IMPC meeting with City of DeWitt and City of Grand Ledge
- Sewer Master Plan meeting
- Planning Commission meeting
- Corridor Improvement Authority meeting
- 2023 Draft Budget has been provided as correspondence
- Rotunda Trailer Park meeting the Building Department and Police Department

Trustee Ross informed the Board that he will be unable to attend this month's SCCMUA meeting.

Trustee Seeger informed the Board that there is a Clinton County Solid Waste Council meeting on Tuesday, September 13, 2022 at 5:30 PM at Watertown Charter Township Hall.

Police Chief Matt Merony thanked the Board for their continued support of the Police Department. He updated the Board on recent arrests made in the Township, and support of community events. He will be conducting Active Violence Incident (AVI) training for DeWitt Public School teachers on September 16<sup>th</sup>. Regional AVI training for police officers is upcoming.

ADJOURNMENT

**Seeger moved, Ross seconded, to adjourn 8:11 PM.**

**Motion voted and carried.**

Respectfully submitted,



Adam Cramton, Clerk



Rick Galardi, Supervisor