

DeWITT CHARTER TOWNSHIP
1401 W. Herbison Rd. DeWitt, MI
REGULAR BOARD MEETING
October 22, 2007

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, Trustees: Max Calder, Steve Musselman, Brian Ross, and David Seeger.

MEMBERS ABSENT: None

Also Present: Manager Rodney Taylor, Police Chief Brian Russell, Fire Chief Frederick Koos, Planning Director Jeffrey Gray, Clinton County Commissioner Robert Showers, Gary Arnold with C2ae, and several citizens.

AGENDA	Daggy moved, Musselman seconded, to approve the Agenda, as presented. Motion voted and carried.
MINUTES	Ross moved, Daggy seconded, to approve the minutes of the October 8, 2007 regular meeting and the October 8, 2007 executive session, making the following corrections to the regular meeting minutes: a typographical error on page 1; eliminate a \$ in paragraph one on page 2, and change Trustee Russell to Trustee Ross on page 3. Motion voted and carried.
PUBLIC COMMENTS	None.
CORRESPONDENCE	Correspondence included the following: September statistics from the Clinton County Sheriff; notice about the canned food drive challenge; Harvest Festival application; copy of the letter sent to residents/property owners of Heritage Glen regarding sidewalks; information about the Clinton County Change a Light Program. The letter to residents in Heritage Glen and the food drive were briefly discussed.
REPORTS & COMMENTS	Commissioner Showers reported that the County has adopted a 21 million dollar budget with the County's millage rate being 5.6868. He also provided an update on the proposed Rails-to-Trails project being planned to cross Clinton County. The Board thanked Commissioner Showers for his donation of the 500 pound pumpkin on display outside the Township Hall. Clerk Mosier reported that we are two weeks from the November 6 th School Election (Lansing School District and Lansing Community College), and immediately after that date mailings will begin for administration of the proposed January 15, 2008 Presidential Primary.

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The Manager's Report was moved to the end of the Agenda.

COMMITTEES &
COMMISSIONS
Planning Commission

Trustee Ross reviewed the minutes of the Planning Commission meeting of October 1, 2007.

Ross moved, Calder seconded, to receive and place on file the minutes of the Planning Commission meeting of October 1, 2007. Motion voted and carried.

Election Commission

Mosier moved, Calder seconded, to receive and place on file the minutes of the Election Commission meeting of October 8, 2007. Motion voted and carried.

VOUCHERS

Seeger moved, Musselman seconded, to approve General Operating Fund Vouchers 52702-52758 and Tax Fund Vouchers 6767-6772. Motion voted and carried.

UNFINISHED
BUSINESS

None.

NEW BUSINESS
Community Center
Remodel/Bid Award

Manager Taylor reviewed the recommendation for the Community Center remodel and associated bid received from Laux Construction, the low bidder. He noted that although design services were previously approved, he is requesting an additional \$1,539 with C2AE for construction oversight during the project. He pointed out that with a \$15,000 proposed contingency, the total project cost is estimated at \$125,000, which is higher than the original budget estimate, which was \$110,000, not including professional services or contingency, and will likely require a budget adjustment at some point.

There was discussion regarding the scope of the project, how we might cut back, and get the project back to the \$110,000 original budget estimate. Gary Arnold, C2AE Principal, assisted in clarification of the components of the project. He stated that the contingency is largely due to the unknown regarding the flooring which will be more clear when the current raised tiles are removed. Manager Taylor explained that the janitor closet and bathroom changes included with this kitchen renovation are minor and would not afford significant savings if not done with this project. Trustee Ross clarified what construction services will be provided by C2AE.

Clerk Mosier stated that she has been anticipating the completion of the Community Center because of a promise made to the Township voters approximately 9 years ago. She explained that when voters allowed the Board to Bond for the construction of a new Township Hall on Herbison Road, a part of that proposal passed by the voters said that the old Township Hall on Brook Road would be renovated into a Community Center. She stated that progress has been slow but steady and affective, the building is looking great, used beyond our initial expectations and the kitchen and miscellaneous areas are the last major phase of the renovation.

Calder moved, Daggy seconded, to authorize the Township Clerk to execute any necessary documents with Laux Construction for the remodel of the kitchen, bathroom, storage area, and janitor's closet at the Community Center, at a cost not-to-exceed \$110,267 and will be charged

to 101-263-977-000 Community Center Capital Expenditures. Motion voted and carried.

Trustee Ross questioned what will be done with the equipment to be removed, and it was clarified that much of it will be hauled off by Laux Construction.

Division of Platted Lots
Crownier Farms
Subdivision

Planning Director Gray reviewed his staff report, dated October 16, 2007, regarding a proposed division of Lot 32 and Lot 33 of Crownier Farms No. 1 Subdivision.

Mosier moved, Daggy seconded, to approve the division of Lot 32 and Lot 33 of Crownier Farms No. 1 Subdivision, subject to the following conditions: 1)a memorandum of Lot Restriction shall be recorded with the Clinton County Register of Deeds combining the divided portions of Lots 32 and 33 of Crownier Farms No. 1 Subdivision, as well as the small unplatted area south of Lot 33, with Lot 57 of Springbrook Hills No. 3 Subdivision; 2)the applicant shall record an affidavit and survey documentation for the division with the Clinton County Register of Deeds; 3)the applicant shall provide copies of all recorded documents to the Township Planning Department and Assessing Office. Motion voted and carried.

Mosier moved, Ross seconded, to reconsider the Board's previous action to set a Public Hearing to consider the Granger Electric request to establish an Industrial Development District. Motion voted and carried.

Set Public Hearing
Granger Industrial
Development District

Mosier moved, Ross seconded, to schedule a Public Hearing to consider the Granger Electric Company request for establishment of an Industrial Development District, pursuant to Act 198 of 1974, for Tuesday, November 13, 2007, at 7:00 p.m. at the DeWitt Charter Township Hall, 1401 W. Herbison Road, DeWitt, Michigan. Motion voted and carried.

Adoption of 2008 Budget
Resolution 071052

Seeger moved, Musselman seconded, to approve Resolution 071052 to adopt the 2008 DeWitt Charter Township Budget.

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

Resolution 071053
Authorize Appropriations

Calder moved, Seeger seconded, to approve Resolution 071053 to authorize appropriations from the 2008 DeWitt Charter Township Budget.

**AYES: Seeger, Musselman, Ross, Calder, Daggy, Mosier, Galardi
NAYS: None**

Rental of Mobile Fire
Training Trailer

Manager Taylor reviewed his memo, dated October 19, 2007, explaining the proposed Policies and Procedures for the operation of the Mobile Fire Training Trailer and the associated rental rates for the same when municipalities contract for use of the training unit.

There was lengthy discussion with the Township Manager and Fire Chief regarding the proposed rate schedule. The following topics were discussed: 1) the grant proposal outlines and encourages the use of the Mobile Fire Training Trailer by other jurisdictions; 2)the Township desires to cover the expenses we incur (i.e. salaries for unit operators, costs to move and set up), and to offer the live training unit at a reasonable cost to other departments; 3)

it may be beneficial to operate under the proposed schedule and policies for a “trial period” then reevaluate the rates; 4)use by other departments will not only provide training to their firefighters, but will also generate revenue to help the Township defray expenses associated with maintaining the equipment; 5) the possibility of changing the fees in the future to be based on a “per firefighter” training fee with a minimum number of trainees and hours established 6) costs also include approximately \$6000 per year in maintenance agreement fees 7)the fee schedule needs to be reevaluated as soon as enough data has been accumulated to determine whether costs are adequately covered.

Calder moved, Ross seconded, to authorize the Fire Chief, on behalf of the Township Board, to sign and enter into agreement with local jurisdictions for the rental of the Mobile Fire Training Trailer. Motion voted and carried.

Calder moved, Ross seconded, to establish the following rates for the rental of the Mobile Fire Training Trailer: a) \$100 set up and take down fee b)\$100 daily maintenance fee c)\$100 per hour, hourly fee for live fire training and d)\$30 per hour for onboard smoke machine only for search & rescue. Motion voted and carried.

Police Chief Contract
Renewal

Treasurer Daggy corrected a typographical error on page one, which corrected the 2009 salary. Manager Taylor reported that the salaries included within the contract reflect 2% annual raises.

Calder moved, Ross seconded, to approve the employment agreement between the Township and Brian Russell, Police Chief, and authorize the Township Supervisor and Clerk to execute said contract. Motion voted and carried.

COMMENTS

Loretta Spinrad informed the Board that DACA is sponsoring a Harvest Festival and updated the Board on other DACA related issues. She also provided an update on Clinton County Economic Alliance happenings and their recent decision to select a Director.

Planning Director Gray reminded the Board that the South Central Area Plan visioning session is this Wednesday, and he asked that Board members who plan to assist in the exercises arrive at the Community Center by 6:30 p.m. He also reported on recent training attended by he and his staff.

Manager Taylor reported the following: he, Trustee Seeger and Planning Director Gray attended the Traffic Summit at Clinton County which outlined upcoming road projects which included Chandler Road improvement next year in East Lansing and the Township, federal funds to be used next year for State Road improvements, in 2010 deck replacement on BR127 is planned over the Looking Glass River and I-69; the preschool contents were sold for a high bid of \$250 and plans are now underway to remove the building; the Health Coalition continues to meet and make progress toward identifying options and solutions that will benefit both employees and the Township; project planning at SCCMUA continues to take administrative time; union negotiations continue; staff has been considering extending service hours of department to remain open during the lunch hour; he continues to work with the insurance company in an attempt to have the carrier pay for a full roof replacement; he has checked Howe Road and it appears that this summer’s improved

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maintenance plan has been effective; he has discovered that a local land sale involves an illegal land division; he continues to work to recover connection fees owed from the Schavey Road Plaza; the Satellite Library's recent Grand Opening was a success.

Clerk Mosier provided an update on the Hayes/Scheffler drainage issue.

ADJOURNMENT

Seeger moved, Musselman seconded, to adjourn at 8:48 p.m. Motion voted and carried.

Respectfully submitted,

Diane K. Mosier, Clerk

Rick Galardi, Supervisor