

DeWITT CHARTER TOWNSHIP
1401 W. Herbison Rd. DeWitt, MI
REGULAR BOARD MEETING
December 10, 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, Fire Chief Frederick Koos, SCCMUA Director Larry Fitzgerald, and several citizens.

AGENDA	Seeger moved, Musselman seconded, to approve the Agenda, as presented. Motion voted and carried.
MINUTES	Calder moved, Daggy seconded, to approve the minutes of the November 26, 2007 meeting, as presented. Motion voted and carried.
PUBLIC COMMENT	None
PRESENTATION SCCMUA Construction Standards	SCCMUA Director, Larry Fitzgerald, explained that the process of updating the Construction Standards is underway, and municipal input is an important part of the process. He answered questions from the Board about the standards.
CORRESPONDENCE	Correspondence included the following: Fire Department Burning Issues Newsletter; November Activity report; Legislative update from Congressman Mike Rogers; Programming update from Comcast; adopted family update; Remy Chandler Intercounty Drain Board 11/27/07 minutes.
COMMITTEES & COMMISSIONS Elections Commission	Mosier moved, Daggy seconded, to receive and place on file the minutes of the Elections Commission meeting of December 6, 2007. Motion voted and carried.
UNFINISHED BUS	None
NEW BUSINESS Employment/Fire Department	Ross moved, Calder seconded, to hire Barbara Karber as an at-will Paid-On-Call MFR Trainee pending completion of a physical exam. Motion voted and carried.
2008 Committee & Commission Appointments	Supervisor Galardi reviewed his recommendations for 2008 committee and commission appointments. Seeger moved, Daggy seconded, to concur with the Supervisor's recommendations for the following appointments and reappointments: 1)to reappoint Jason Flower, Theresa Shively, and Kim Smelker to the

Planning Commission for three (3) year terms ending December 31, 2010 2)to appoint Dale Dailey to the Planning Commission to fill the vacancy created by the resignation of Greg White, said term ending December 31, 2008 3)to reappoint Stephen Gobbo as the Planning Commission Representative to the Board of Appeals for a one year term ending December 31, 2008 4)to appoint Don Riel to the Board of Appeals to fill the vacancy created by the resignation of Shannon Schlegel, said term ending December 31, 2008 5)to reappoint Wayne Summers to the Library Board for a three year term ending December 31, 2010 6) to reappoint Phyllis Daggy to the DARA Board for a three year term ending December 31, 2010 7)to reappoint Sue Glynn and Mark Helinski to the SCCMUA Board for a three year term ending December 31, 2010 8)to reappoint Harold Taylor, Brian Schertzing, Gene Brownfield, Dennis Rozen, and Gordon Woodman to the Construction Board of Appeals for a three year term ending December 31, 2010 9)to reappoint Nancy Woodruff to the Sister City Community Board for a four year term ending December 31, 2011 10)to make Trustee one year appointments of Trustee Musselman to the Board of Appeals, Trustee Musselman to the Sister City Community Board, Trustee Seeger to the Public Safety Committee; Trustee Ross to the Planning Commission, and Trustee Calder to the SCCMUA Board. Motion voted and carried.

2007 Budget Adjustment

Daggy moved, Seeger seconded, to approve the following budget adjustments: General Fund - \$500 to 101-171-860-000 (Supervisor Expenses, \$9,500 to 101-209-801-000 (Legal Expenses), \$2,000 to 101-209-702-000 (Assessor's Salary) \$500 to 101-209-705-000 (Assessor's Benefits), \$61,392 to 101-265-977-002 (Capital Exp-Flood Expenses), equaling \$73,892 from the General Fund Balance, and Streetlight Fund - \$5,000 to 861-448-920-000 (Utilities) from the Streetlight Fund Balance. Motion voted and carried.

Resolution 071158
Credit Card Policy

Seeger moved, Musselman seconded, to adopt Resolution 071158 addressing the Township Credit Card Policy.

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

Agreement/CC/
Building Inspections

Manager Taylor explained his memo dated December 7, 2007, explaining the proposed agreement with Clinton County (Building Department) and DeWitt Township for reciprocal building inspection services. The agreement was reviewed and discussed.

Ross moved, Calder seconded, to authorize the Township Supervisor and Township Clerk to execute the agreement for reciprocal building inspections with Clinton County. Motion voted and carried.

2008 Wage Scale

Manager Taylor provided a proposed 2008 classification and wage scale which reflects a 2% wage increase in all steps. He noted that the 2% is consistent with the Board discussions during the budget process.

Calder moved, Mosier seconded, to approve them 2008 Classification and Wage Scale, as presented. Motion voted and carried.

Fire Chief Teaching
Request

Manager Taylor explained Fire Chief Koos' request to assist in instructing 10 classes for an upcoming semester at Lansing Community College, noting that

Board approval is required in the Chief's contract.

Ross moved, Seeger seconded, to approve the request from Fire Chief Koos to assist in instructing no more than 10 classes a semester at Lansing Community College during the term of his contract. Motion voted and carried.

Health Insurance Benefit

Manager Taylor provided an overview of his memo, dated December 7, 2007, explaining the Health Coalition's work and progress during the past year. He noted that the committee has developed a health care plan that would reduce the Township's annual expense by approximately \$100,000, while maintaining a high quality health care benefit to employees. He explained that although the committee is working out the details for a recommendation to the Board, it is unlikely we will be able to make any changes until January 2009 due to on-going union negotiations.

Manager Taylor explained that in the interim, the committee is making two recommendations to the Board. 1)to contract with BASIC for services that will assist employees in preparing for the transition to a High Deductible Health Plan (HDHP) and also assist the Township in filing the appropriate IRS forms to allow pretax deductions of health premium co-payment (Section 125). He provided the Board with specific details regarding the benefits of a HDHP.

Manager Taylor noted that the committee recognized that a percentage of salary is probably not the most fair formula for employee premium contribution, however, this formula was selected to mirror, as closely as possible, the current contribution formula in the police contracts.

Seeger moved, Calder seconded, to concur with the Health Coalition's recommendation that effective January 1, 2008, all non-union employees contribute 1% of their base salary towards health care premiums for a period of one year. Motion voted and carried.

Seeger moved, Musselman seconded, to concur with the Health Coalition's recommendation to contract with BASIC for Health Savings Accounts education and setting up of pretax deductions (Section 125) and authorize the Township Manager and Township Clerk to execute any documents not to exceed \$790 in cost. Motion voted and carried.

Trustee Ross stated that he understands that this is a complicated issue, and he appreciates the employees' willingness to participate in solutions.

VOUCHERS

Seeger moved, Musselman seconded, to approve General Operating Fund Vouchers 52973 – 53032, and Tax Fund Vouchers 6786 – 6789. Motion voted and carried.

REPORTS &
COMMENTS

Clerk Mosier reported that the Salary Compensation Commission has met and projects that a report will be before our Board at the next meeting.

Treasurer Daggy reported that daily work has increased with tax payments and sewer bills.

Trustee Musselman expressed his pride in the Board's accomplishments. Holiday wishes were exchanged.

Manager Taylor reported the following: part of the Phase II compliance procedure requires the Township to complete a SWIPEE, responsibilities which have been assumed by Harmony Gmazel, the Assistant Planner; Attorney Robinson is working for several jurisdictions on Phase II issues; the police union negotiations continue, with significant progress working with the supervisory unit; he was requested to provide a presentation to the union employees regarding HDHP's, and after significant preparation, no one from the department attended; the winter Township Newsletter is being prepared, and content suggestions are welcomed; bid deadlines are December 20th for both the Herbison Road Sewer project and the preschool demolition; and the Community Center construction is projected for completion in early January.

Trustee Ross stated that since the SWIPEE is really the compliance document, he would caution against over committing to best management practices we will be held to in the future.

EXTENDED
COMMENTS

Fire Chief Koos provided an update on recent fire responses.

Supervisor Galardi initiated discussion on the following topics: 1)daily operations of the Township offices and plans to make some incremental changes that will take us into the future with flexibility and efficiency 2)work done by Manager Taylor and the Health Coalition 3)plans for a future "visioning program" involving the Board, which he is currently working on with Manager Taylor 4) a plan for the future is essential because the Township will be expected to provide ongoing improved services with less revenue.

Supervisor Galardi reported that he continues to receive emails from unhappy Willow Creek Farms residents.

ADJOURNMENT

Seeger moved, Musselman seconded, to adjourn at 8:02 p.m. Motion voted and carried.

Respectfully submitted,

Diane K. Mosier, Clerk

Rick Galardi, Supervisor