

**DeWITT CHARTER TOWNSHIP**  
**1401 W. Herbison Rd. DeWitt, MI**  
**REGULAR BOARD MEETING**  
**December 14, 2009**

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

MEMBERS ABSENT: Clerk Diane Mosier

Also Present: Manager Rodney Taylor, Fire Chief Fred Koos, Community Development Director (CDD) Richard Trent, Planning Consultant Jim Foulds, Deputy Clerk Judy Martiny, and County Commissioner Robert Showers.

AGENDA                    **Musselman moved, Seeger seconded, to approve the Agenda as presented. Motion voted and carried.**

MINUTES                **Seeger moved, Musselman seconded, to approve the minutes of the November 23, 2009 Regular Board meeting as presented. Motion voted and carried.**

PUBLIC COMMENT    None.

COUNTY COMMISSIONER  
REPORT                Commissioner Showers commended the Board on actions that they are taking in regards to the South Central Area Plan; the County has a balanced budget for 2010 and he feels that reflects the conservative spending by County officials.

CORRESPONDENCE    Correspondence included the following: Spirit Friday Recap; letter from Comcast regarding the Lansing Service Center hours; DeWitt Township Fire Department's Newsletter "Burning Issues"; letter from Bath Township Manager Troy Feltman regarding Bath's position on joining the recreation authority; November Activity Report; November Statistics from the Clinton County Sheriff; Clinton County Officers meeting notice; letter from Salary Compensation Commission requesting Township Board comments; Clinton County Economic Alliance Annual Meeting notice; Greater Lansing Regional Metropolitan Council Proposal of "draft" By-Laws and Articles of Incorporation; Comcast Programming Update.

Supervisor Galardi opened the floor for discussion on the request from the Salary Compensation Commission and the current financial climate of the Township. The current measures that the Township Board, administration and staff have taken to preserve Township resources were discussed. There was consensus that the Board's objectives and measures for financial stability should not only impact staffing wages and departmental expenditures, but also the salaries of the Township Board. The Board members agreed that they are in favor of freezing salaries; a discussion regarding salary decreases ended when Manager Taylor detailed State of Michigan statutory requirements that make any salary decreases for elected officials, especially during a term of office, nearly impossible.

Supervisor Galardi also read for the official record an e-mail he had received from Clerk Mosier, in which she stated: "Considering the Township's current financial position and actions to not implement salary increases for non-union staff and administrators, I would like to see no raise for the Clerk's position for years 2010 and 2011." Clerk Mosier also made reference to a salary decrease.

**Supervisor Galardi moved, Calder supported, that the Township Board of Trustees unanimously decline receiving a raise in their salaries for the years 2010 – 2011 and encourages the Salary Compensation Commission members to end their due process as soon as possible to conserve Township resources.**

**ROLL CALL vote on motion:**

**AYES: 6 (Galardi, Ross, Calder, Daggy, Seeger, Musselman)**

**NAYS: 0**

**ABSENT: 1 (Noting Clerk Mosier's e-mail in favor of no increase in wages for 2010 and 2011)**

**Motion voted and carried.**

Supervisor Galardi requested that the action taken by the Township Board in regards to the Salary Compensation Commission's request for input from the Board be relayed to the Commission in the form of a written response immediately.

COMM & COMM  
REPORTS

None.

UNFINISHED  
BUSINESS

None.

NEW BUSINESS  
SUP07-990007

Planning Consultant Foulds briefly reviewed his memorandum, dated December 9, 2009, advising the Board that this request is from E.T. MacKenzie for the annual renewal of SUP 07-990007 for the 75 acre extraction of soil and minerals operation located on property on the south side of Clark Road, east of BR 127 and west of Boichot Road. He advised that he has met with the operator's representative and conducted an inspection of the property and found conformance with the approved Special Use Permit conditions. He recommended that the Township Board approve the renewal of SUP07-990007 for a one year period to end on December 15, 2010.

Brief discussion followed.

Calder asked if E.T. MacKenzie Company had any idea as to when this operation would be completed.

Ron Clark, representing E.T. MacKenzie Company, stated that their initial request stated approximately 8 ½ years for completion and when they sought the amendment to connect the two properties the Township was advised that another

year would be needed for this Special Use Permit; however, the Stoll Road site would more than likely be completed within the time frame of that Special Use Permit. Those time frames still stand and look achievable at this time, especially the Stoll Road site.

**Ross moved, Daggy seconded, that Special Use Permit 07-990007 for the extraction of soil and minerals from property located on the south side of Clark Road, east of Business U.S. 127, and west of Boichot Road, be renewed for a period to end on December 15, 2010. Motion voted and carried.**

PA 116 Request  
Robert Bower

Foulds reviewed the application submitted by Robert Bower, of 15413 Turner Road, for PA116 Farmland and Open Space Preservation Program and his memorandum, dated December 10, 2009, relative to this request. If approval is granted by the Township Board for this request, it will be forwarded to the State of Michigan for their final approval.

**Calder moved, seconded by Daggy, that the Board of Trustees approve the request by Robert Bower, of 15413 Turner Road, for inclusion in the PA116 Farmland and Open Space Preservation Program for property located at 15413 Turner Road. Motion voted and carried.**

Resolution 091271  
Liquor License  
Capital Region Airport/  
EMA Enterprises

Manager Taylor reviewed his memorandum, dated December 11, 2009, regarding the Beer and Wine/Tavern License, which is being requested by Capital Region Airport Authority/EMA Enterprises. He advised that the applicant has made this request to the State Liquor Control Commission who is requiring that the Township Board provide local approval.

**Seeger moved, seconded by Musselman, that the Board approve Resolution 091271 for local approval of the Capital Region Airport and EMA Enterprises Beer and Wine/Tavern Liquor License, to allow them to sell alcohol at the cafeteria on the first floor of the Airport Terminal by the security entrance, and the lounge, which is located on the second floor of the terminal.**

**AYES: Musselman, Seeger, Galardi, Daggy, Calder Ross**

**NAYS: None**

**ABSENT: Mosier**

**Motion voted and carried.**

Maintenance Visit/  
Agrmt/Fireblast 451

Chief Fred Koos, briefly reviewed his memorandum, dated December 7, 2009, advising that the agreement is required for annual preventive maintenance to maintain the Mobile Training Unit and would be executed with Fireblast 451, Inc.

**Calder moved, seconded by Ross, that the Township Board of Trustees authorize the Township Manager and Deputy Clerk to execute the Maintenance Visit Agreement between DeWitt Charter Township and Fireblast 451, Inc. Motion voted and carried.**

Resolution 091270  
Parks & Recreation  
Master Plan

Manager Taylor reviewed his memorandum, dated December 11, 2009, relative to approval of the Parks and Recreation Master Plan.

**Musselman moved, Seeger seconded, that the Township Board approve Resolution 091270 approving the five-year Recreation Plan which was developed through the joint efforts of the DeWitt Area Recreation Authority, the City of DeWitt, and DeWitt Charter Township for the benefit of the entire community with the use of the Plan as a document to assist in meeting the recreation needs of the community.**

**AYES: Musselman, Seeger, Daggy, Ross, Galardi, Calder**

**NAYS: None**

**ABSENT: Mosier**

**Motion voted and carried.**

Committee/Comm  
Appointments

Supervisor Galardi requested that the Township Board concur with his appointments and reappointments as stated in his memorandum, dated December 11, 2009.

**Seeger moved, Musselman seconded, that the Township Board of Trustees concur with the Supervisor's appointments and reappointments for the following:**

**The reappointment of Stephen Gobbo and Bruce Keilen to the Planning Commission for three (3) year terms ending December 31, 2012.**

**The reappointment of Stephen Gobbo, as the Planning Commission Representative, to the Board of Appeals for a one (1) year term ending December 31, 2010.**

**The reappointment of Robert Reese and Christopher LaGrand to the Board of Appeals for three (3) year terms, ending December 31, 2012.**

**The reappointment of Diane Mosier to the Library Board for a three (3) year term ending December 31, 2012.**

**The reappointment of Mary Winegar to the DARA Board for a three (3) year term ending December 31, 2012.**

**The reappointment of Thomas Hendrickson to the Public Safety Committee for a four (4) year term, ending December 31, 2013.**

**The reappointment of Peggy Brown to the Sister City Community Board for a four (4) year term, ending December 31, 2013 and,**

**That the Board of Trustees concur with the Supervisor's appointment to make the following Trustee one year appointments: Trustee Musselman to the Board of Appeals; Trustee Musselman to the Sister City Community Board; Trustee Ross to the SCCMUA Sewer Authority,**

**Trustee Seeger to the Public Safety Committee and Trustee Calder to the Planning Commission. Motion voted and carried.**

2010 Benefit Changes     Manager Taylor provided a copy of his memorandum, dated December 11, 2009, relative to 2010 Benefit Changes. He advised that the Benefit Committee, after extensive review, is recommending the Township change from current providers Delta Dental Insurance to Guardian Insurance for dental and from American United Life to Mutual of Omaha, for life and accidental death and dismemberment (AD & D). The proposed changes will provide a cost savings of approximately \$9,500 or 20% for Dental insurance and \$2,580, or a 40% reduction in cost for Life and AD & D for the Township.

**Seeger moved, Musselman seconded, that the Township Board concur with the Township’s employee Benefit Committee and switch Dental insurance carriers to Guardian, and Life and AD & D carriers to Mutual of Omaha and authorize the Township Manager and Deputy Clerk to execute any necessary contracts for these changes. Motion voted and carried.**

Representative Paul Opsommer arrived at 7:50 p.m. and presented the Township Board with a report titled “Michigan’s Economy and Budget” which Mitchell Bean, Director of House Fiscal Agency, provided to all Representatives at various workshops throughout Michigan. This is a non-partisan description of the State of Michigan Economy and State of Michigan Budget. He offered to meet with Township Board members if they would like to further discuss these reports.

Property & Casualty Insurance Renewal     Manager Taylor reviewed his memorandum, dated December 11, 2009, relative to the annual renewal of the Township’s property and casualty insurance which is provided by Michigan Municipal Risk Management Authority (MMRMA) and the cost comparison for the 2009 (\$103,568) vs 2010 (\$104,041) premium years. He also provided the details of a Joint Powers Agreement which outlines the relationship and rights between MMRMA and its members and advised that the Township has had an exceptional relationship with MMRMA and we have never had any issues with payment of claims.

**Ross moved, Calder seconded, that the Township Board authorize the Township Manager and the Deputy Clerk to execute the renewal and Joint Powers of Agreement with MMRMA for property and casualty insurance. Motion voted and carried.**

Valley Farms Bathroom Facility Design     Manager Taylor reviewed his memorandum, dated December 11, 2009, advising the Board that the 2009 and 2010 budgets contained monies for the construction of new bathroom facilities at Valley Farms Park. This item has been included in the CIP for a number of years primarily because that restroom facility is functionally obsolete. When CASE Cares came to the Township requesting that they be allowed to build a Miracle League Baseball Field for children with disabilities, one of the things that the Township agreed to do is that we would consolidate a number of our projects related to Valley Farms, the largest of that being the construction of the bathrooms. We agreed to try to do that in a joint

effort with CASE Cares as they constructed the Miracle Field. Because the progress on the fund raising has not gone as fast as expected we have not moved forward with the bathroom facility. CASE Cares applied for, and received a \$4,000 Grant from the Capital Region Area Community Foundation and they must put this money towards something to do with the Miracle Field by the end of Spring, 2010. CASE Cares has agreed to pay 50% of the cost of developing design and construction plans for a bathroom/concession facility and the site topographic survey. Taylor provided a summary of fees from C2AE and how the costs will be shared which showed the Township's share to be \$9,125.

Brief discussion followed.

**Calder moved, Seeger seconded, that the Board authorize the Deputy Clerk and Township Manager to execute an agreement with C2AE for a site topographic survey and the design and construction plans on a new bathroom/concession facility at Valley Farms Park in an amount not to exceed \$9,125. Motion voted and carried.**

2009 Road Projects

Manager Taylor advised that all the road projects for 2009 have been completed and overall the Township came in roughly \$9,000 under budget; however, the Oakland Hills Subdivision micro-surfacing project required a double application rather than the single application as originally anticipated, thereby an increase in the contracted cost. The Board was made aware of this and approved \$36,620.20 for this portion of the project. The micro-surfacing invoice came in even higher than expected at \$43,828.35. Because the Board had approved a different amount, it is necessary to authorize an increase of \$7,208.15 to the \$36,630.30 that had previously been approved for a total contract amount of \$43,828.35.

**Ross moved, Musselman seconded, that the Township Board increase the authorized contracted amount for Oakland Hills Subdivision micro-surfacing to a total of \$43,828.35, rather than the \$36,620.20 as having been initially approved. Motion voted and carried.**

Year End Budget  
Adjustments

Manager Taylor provided a summary of the necessary year end budget adjustments.

**Seeger moved, Daggy seconded, to approve the following budget adjustments: General Fund - \$10,000 from 101-000-390-000 (General Fund Balance) to 101-210-801-000 (Legal Expenses); Sewer Fund - \$13,000 from 590-000-390-000 (Sewer Fund Balance) to 590-536-977-000 (Capital Expenditures); Remy-Chandler Fund - \$2,150 from 213-000-390-000 (Remy-Chandler Fund Balance) to 213-254-972-001 (Dept-Remy #6); and Street Light Fund - \$18,000 from 861-000-390-000 (Street Light Fund Balance) to 861-000-920-000 (Street Light Utilities). Motion voted and carried.**

Set Special Meeting

Supervisor Galardi stated that a Special Meeting of the Township Board will be scheduled for Wednesday, December 30, 2009 at 4:30 p.m. for the purpose of "Year End Budget adjustments", should they be deemed necessary.

**Musselman moved, Calder seconded, to set a “tentative” Special Meeting of the Township Board for Wednesday, December 30, 2009 at 4:30 p.m. for the purpose of “Year End Budget Adjustments”. Motion voted and carried.**

VOUCHERS

**Musselman moved, Calder seconded, to approve General Operating Fund Vouchers 56405 -56471 and Tax Fund Vouchers 7125 – 7144. Motion voted and carried.**

REPORTS

Fire Chief Koos provided an update on the Apparatus Committee’s findings and advised that a final draft is forthcoming; he advised the Board that the Department of Homeland Security is offering a Federal Grant for the hiring of a full-time firefighter by qualified Fire Departments and provided the specifics and or conditions for acquiring said grant.

Lengthy discussion followed and it was determined that the Fire Chief will discuss the filing for the Homeland Security Grant further with the Township Manager.

Community Development Director Rich Trent submitted his November 2009 Director’s Report and the November 2009 Building Department Activity Report.

Manager Taylor reported that on January 23<sup>rd</sup> and two dates, yet to be determined, in February DARA will be opening and operating the concession stand at the Granger Meadows sledding hill and using this as a fundraising event to build the “Scholarship Program” which is available to help people who can’t afford to have their children, or themselves, involved in a DARA activity; Tri-County Regional Planning is working on the Urban Growth Boundary Project and has received a LEAP grant which will provide Planning assistance to local jurisdictions; there has been a change in the internal policy relative to tap-in fees and the ability for developers/owners of established developments to transfer reserved /unused fees between their developments; he provided verbal information on the Greater Lansing Regional Metropolitan Council Proposal which was in the Board packets.

Supervisor Galardi advised that he had received a letter from a resident of the Township regarding a young man who recently received the status of Eagle Scout. He requested that this young man be recognized at one of the Board meetings after the first of the year.

Treasurer Daggy advised the Board that the Township staff has adopted a Family for Christmas and she and Clerk Mosier discussed that the Board contribute to this fine program by donating \$100 from the independent Board fund which is funded by a monthly donation by each Board member. The Board agreed to this donation from their fund.

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EXTENDED PUBLIC None.  
COMMENT

ADJOURNMENT      **Calder moved, Musselman seconded, to adjourn the meeting at 8:50 p.m.  
Motion voted and carried.**

Respectfully submitted,

Judy Martiny, Deputy Clerk

Rick Galardi, Supervisor