

DeWITT CHARTER TOWNSHIP
1401 W. Herbison Road, DeWitt, MI 48820
July 27, 2015 Board Minutes

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, and Trustees Johanna Balzer and Stephen Musselman, and David Seeger

MEMBERS ABSENT: Trustee Brian Ross

ALSO PRESENT Manager Rodney Taylor, Fire Marshall Dave DeKorte, and County Commissioner Ken Mitchell.

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

CONSENT AGENDA **Musselman moved, Daggy seconded, to approve the Consent Agenda, which included approval of General Operating Fund Vouchers 64809 - 64866; approval of Township Board Minutes of July 13, 2015 and Executive Session Board Minutes of July 13, 2015, Motion voted and carried.**

BRIEF PUBLIC COMMENT None

COUNTY COMMISSIONER Commissioner Mitchell provided a general update on Clinton County business.

CORRESPONDENCE Correspondence included the following: Thank you from Jim Fox and family for the flowers and donation; Thank you from Kim Sullivan regarding Everett Street streetlights; letter from Lora Mae Higbee-Brazee regarding Gunnisonville Cemetery.

UNFINISHED BUSINESS None.

NEW BUSINESS **Mosier moved, Balzer seconded, to approve the Utility Agreement (sewer) with the Quarry Apartments of DeWitt, LLC for the second phase of the project and authorize the Quarry Apartments Ph2 Township Supervisor and Clerk to execute the same. Motion voted and carried.**

Employment Recommendations Clerk's Office & Fire Department **Mosier moved, Daggy seconded, to approve the hire of Michelle Norton for the Administrative Assistant II position in the Clerk's Office, contingent upon completion of the pre-employment process. Motion voted and carried.**

Musselman moved, Seeger seconded to hire Trevor Sims and Kyle Kolka as Paid-On-Call Firefighter/MFR at will employees, pending completion of an employment physical. Motion voted and carried.

Building Department Reorganization Manager Taylor reviewed his written plan to reorganize the Building Department, dated July 24, 2015. Fire Marshal Dave DeKorte was present to answer questions from the Board.

Musselman moved, Daggy seconded, to: 1)name Dave DeKorte as the Township's Chief Building Official 2)authorize the Township Clerk and Township Manager to execute the Employment Agreement with Dave DeKorte as the Chief Building Official/Fire Marshal as Grade 8, Step 1, contingent upon completion of the pre-employment physical and satisfactory registration by the State of Michigan, as required 3)Approve the Job Description for the position of Chief Building Official/Fire Marshal 4)Authorize the Township Clerk and Township Manager to execute the Agreement between DeWitt Charter Township and Municipal Inspection Services to provide plan review and building inspections. Motion voted and carried.

Lawn & Grass Cutting Abatement For Private Property **Musselman moved, Seeger seconded, to authorize the Township Manager to execute an agreement with Schafer's Lawn and Snow for abatement of tall weeds as necessary per the International Property Maintenance Code. Motion voted and carried.**

MDOT Maintenance Manager Taylor's memo, dated July 24, 2015, explained that the Township currently has three projects that are within the MDOT right-of-way, which requires the Township to agree to maintain assets located within that right-of-way.

Musselman moved, Daggy seconded, to authorize the Township Clerk and the Township Manager to execute maintenance agreements along Old US-27 with the Michigan Department of Transportation for the installation of sidewalks/pathways, community district signage, and median landscaping.

Trustee Seeger requested a roll call vote.

**AYES: Musselman, Galardi, Mosier, Daggy, Balzer
NAYS: Seeger Motion carried.**

Personnel Policies & Procedures Manual Manager Taylor noted that the current Township Policies and Procedures Manual was approved in 1993 and is need of an update. He provided a draft of the proposed new policy, and requested that the Board review the document which will be approved at a future meeting.

REPORTS Fire Chief Koos commented on the proposal to reorganize the Building Department.

Police Chief Russell initiated discussion on the Meadows Celebration. Many positive comments were made about the volunteers, family of staff and staff who worked at the event, and the general success of the event.

Manager Taylor reported the following: the hearing date scheduled for Brian's Automotive is August 1st; some details of the Bath 425 agreement need clarification, and he is working on those details; he has communicated with Auto Owners regarding sewer improvements and the need for

an easement for the non-motorized transportation plan in the area of their future development; he will be gone August 9th through August 19th.

Trustee Musselman reported that the car cruise will be Wednesday, August 19th.

Trustee Balzer reported that a documentary will be filmed at the Gunnisonville School, corner of Clark and Wood Roads, on August 8th. She also reported that a burial was held Saturday, and the grave was not opened.

Trustee Seeger reported that he will be gone for the next meeting.

Treasurer Daggy reported that at the recent Meadows Celebration, she was so impressed with the condition of the park. She stated that maintenance staff should be commended.

Clerk Mosier briefly address the letter regarding Gunnisonville Cemetery.

PUBLIC COMMENT None.

ADJOURNMENT **Seeger moved, Balzer seconded, to adjourn at 8:52 p.m. Motion voted and carried.**

Respectfully submitted,

Diane Mosier, Clerk

Rick Galardi, Supervisor